

# **VANDERBILT COMMUNITY ASSOCIATION RULES & REGULATIONS**

**Revised and Approved 1/1/2023**

Vanderbilt Country Club  
8250 Danbury Blvd.  
Naples, Florida 34120

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## I. Forward

The following “Rules & Regulations” have been adopted and will be administered by the Vanderbilt Community Association, Inc. (“Association”) through its Board of Directors (“Board”) as provided in Article VIII, Section 22 of the Master Declarations of the Association, and as amended from time to time. It is the intent of the officers and directors to administer the Rules & Regulations so that everyone will obtain maximum use and enjoyment of the facilities of Vanderbilt Country Club (“Club”). It is the duty of those using the facilities to know the Rules & Regulations of the Association and to cooperate with the officers, directors, and staff in the enforcement thereof.

The Rules & Regulations of the Association are designed to protect the rights and privileges of members of the Club, their families, guests, and staff and to protect Club property. The rules also ensure the Club is doing its best at providing the very best in fellowship, recreation, and enjoyment.

These rules also apply to members’ guests and tenants. Members are ultimately responsible for the actions of their guests and tenants and for any damage caused to Club property. Accordingly, it is of critical importance for members to ensure their guests and tenants have a copy of the Rules & Regulations and comply with them.

## II. Membership and Privileges

### A. Membership

Members and their accompanying guests are entitled to use all the Club's facilities in accordance with their membership status.

### B. Designees

An owner's designee is meant to be a permanent assignment. Changes to designee(s) may be made if circumstances of the owners/designee(s) change appreciably (i.e., change of ownership of unit, death, or any other change deemed appreciable by the Board). Under no circumstances, other than change of ownership or death, may the designation be changed more than once in a twelve-month period.

1. A member is an owner of record (name appears on deed), as defined in the Declarations. If a change to the deed has been made it must be acknowledged before a notary public and recorded in the public records of Collier County, Florida.
2. No more than two persons, who are living together in a residence, are entitled to the use and enjoyment of common recreation areas as members (except dependent children under 23 years of age living and residing in the unit). Therefore, a maximum of two owner's designees who are living together in a residence are entitled to the use and enjoyment of the golf course and recreation areas, as the owner's designees for that residence.
3. Designees are one or two individuals (who have been designated as members by the owner(s) of record. Owners who are not the "owner designees" may only use the golf course and recreation areas as a guest of an owner(s) designee or on the same basis as the public, to the extent public use is permitted. Non-designee spouses are entitled to reduced greens fees, and they may charge food and beverages to the designee's account once arrangements to do so have been made with the director of member services.
4. Only owners have voting privileges in the Vanderbilt Community Association.
5. Following is a summary of Article V, Section 5.2. of the Master Declarations of the General Protective Covenants, Conditions and Restrictions of Vanderbilt County Club regarding limitations on the number of persons using the golf course and recreation areas and also the definitions of "owner's designee(s)":
  - a) HUSBAND & WIFE NAMED ON THE RECORDED TITLE: When the recorded title is held in the name of a husband and wife, both shall be the Owner's Designees for purposes of enjoyment of the Golf Course and other recreational facilities of VCC.
  - b) EITHER A HUSBAND OR A WIFE NAMED ON THE RECORDED TITLE: When the recorded title is held in the name of either a husband or a wife, then the Owner shall be the TITLE HOLDER and the OWNER'S DESIGNEEs shall be the RECORD TITLE HOLDER and the spouse.

c) UPON THE DEATH OF A SPOUSE/OWNER DESIGNEE: When the RECORD TITLE HOLDER is a husband and wife, upon the death of one (1) spouse, the surviving RECORD TITLE HOLDER shall be entitled to name one additional OWNER'S DESIGNEE, who either (i) is a direct descendent (child or grandchild) of the RECORD TITLE HOLDER; or (ii) is a natural person over the age of 21 and who resides with the RECORD TITLE HOLDER and both persons provide an Affidavit of Joint Residency.

d) ONE (1) PERSON NAMED ON THE RECORDED TITLE: When the recorded title is held in the name of one individual, a natural person who does not designate a second Owner's Designee, then only the individual RECORD TITLE HOLDER shall be the OWNER'S DESIGNEE for that Residence. When the recorded title is held in the name of one individual, a natural person, the RECORD TITLE HOLDER shall be entitled to name one additional OWNER'S DESIGNEE if that person is over the age of 21, resides with the RECORD TITLE HOLDER and both persons provide an Affidavit of Joint Residency.

e) MORE THAN TWO (2) NAMED ON THE RECORDED TITLE: In the event there are more than two (2) Owners of a residence, then any two (2) of the Owners of the residence may be designated from time to time to use and enjoy the Golf Course and Recreation Areas as the "Owner's Designers". When the recorded title is held in the name of two (2) or more natural persons who are not husband and wife, the RECORD TITLE HOLDERS shall designate the two (2) Owner's Designers from among the RECORD TITLE HOLDERS, who shall be natural persons, over the age of 21 years.

f) CORPORATION, a LIMITED PARTNERSHIP or a LIMITED LIABILITY CORPORATION on the RECORDED TITLE: When the recorded title is held in the name of a Corporation, a Limited Partnership or a Limited Liability Corporation, the TITLE HOLDER may designate two Owner's Designees who are natural persons and over the age of 21.

g) TRUSTS NAMED ON THE RECORDED TITLE: When the recorded title is held in the name of a Trust, the RECORD TITLE HOLDER is the Trustee and the Trustee shall be recognized as the OWNER and the Trustee of the Trust may designate two (2) natural persons, over the age of 21, as the OWNER'S DESIGNEE provided that either: i) both natural persons so designated have either a direct interest in the Trust as the Grantor, Trustee or a beneficiary of the Trust; or, ii) reside with the Grantor or reside with the individual, a natural person named as the Trustee, and both persons provide an Affidavit of Joint Residency.

### **C. Leasing, Rentals and Guests**

Vanderbilt Country Club is a residential community with amenities provided for the use and enjoyment of members and tenants/guests to whom member privileges have been properly transferred, and family members and friends of members (guests) who do not pay consideration to their host members and who are visiting for 30 days or less. In engaging in leasing or rental activities, or in permitting guests the use of a residential unit when the Member is not present, the following rules will apply:

1. As provided in the Master Declarations, Members' residences may not be leased for less than 30 consecutive days (except February), more than twelve consecutive months, or more than four times per year.
2. As provided in the Master Declarations, members and their tenants/guests, (when the member is not present at the club at the same time as their guests) must submit a completed Member Transfer Application for approval by the association in a form approved by the Director of Member Services. The application must be submitted at least 30 days prior to the commencement of a lease or rental arrangement. The application must be completed entirely and signed by both the member and the tenant/guest and be accompanied with the applicable payment.

#### **D. Delegation of Privileges**

A member may delegate the right of use of the club facilities to either their tenants or guests only when the member and his/her permanent family are not in residence. This is accomplished only by submitting an executed Membership Transfer Application to the club; paying an administrative fee as required and the applicant must be approved by the Board of Directors or its agent. Membership Transfer Applications may be downloaded from the club's website or obtained from the administration office.

1. During the period specified on the Membership Transfer Application, the member waives the member privileges. No rental will be permitted unless such transfer includes a complete divestiture of the owner's member privileges.
2. The tenant must reside in the residence for which the privileges are delegated.
3. Privileges for the use of the common areas can be delegated to only two tenants or two guests per residence up to four times per year for a minimum of 30 consecutive days each and a maximum of one year. No lease is valid, and no transfer of privileges may be approved, for a term of less than 30 consecutive days, except during the month of February, when a 28 or 29 consecutive day transfer will be considered.
4. Delegation of privileges will only be approved if the Member's account is current in monthly charges, billings and assessments and the Member's membership status is in good standing.
5. No membership transfer fee refund will be made for any cancellation within 60 days of the arrival date.

## **E. Guest Fees and Privileges**

The guest of either a member or a tenant is entitled to the use of the clubhouse and recreational facilities under the rules and fees established by the Board of Directors.

1. An individual who has paid a daily guest fee for the use of the golf course or tennis courts is also entitled to the use of the clubhouse.
2. The General Manager/COO or any other management personnel employed by the Club may deny guest privileges.
3. Individuals attending catered functions booked by Members or by non-Member organizations are considered "guests" and must adhere to all applicable rules.

## **F. Photographs**

For purposes of security, current (three years or less) photographs of all members and tenants must be on file with the Administration Office. The Club may use members' photographs in the database, online directory, promotional material, membership releases, on the website, mass emails, etc. unless advised in writing to refrain from such use.

## G. Billing and Payments

1. Members, and those whose membership transfer applications have been approved, will be assigned a Membership Account. All Membership Accounts and dues of Members are due and payable when the monthly billing statement is rendered.
2. The following methods of payment for dues and Membership Accounts are acceptable:
  - a) A personal check drawn from a United States bank
  - b) A United States money-order
  - c) A credit or debit card payment via PlastiQ.com or other card-processing company approved by VCC management
  - d) A United States traveler's check
  - e) Direct debit from a United States bank checking or savings account
3. Cash is not accepted.
4. All billing disputes must be communicated to the Accounting Office within 90 days from the date of the statement reflecting the disputed charge. Any billing dispute beyond the 90-day period will not be adjusted. Any check signed by the disputing member, or an approved signer, will not be adjusted.
5. If membership dues or monthly charge statements remain unpaid after the payment due date, the following actions will be taken:
  - a) Should any account balance remain unpaid after 30 days from its statement date, interest on the past due balance of 1.5% per month will be charged.
  - b) Should the account balance remain unpaid after 60 days from its statement date, interest on the past due balance of 1.5% per month will be charged, and a non-refundable Finance Charge of \$50.00 will be applied. Club privileges will be suspended for all persons associated with the unit, including members, designees, tenants as well as any guests.
  - c) Should any account balance remain unpaid after 90 days from its statement date, all normal fees and assessments billable in the following 12-month period will be billed to the account, and interest will continue to accrue at the rate of 1.5% per month. Also, a lien may be placed on the unit, and all legal fees incurred from this action will be billed directly to the delinquent account.
  - d) If a lien is placed on the unit and this lien is not satisfied within 60 days, the association may foreclose on the unit to recover payment for the outstanding account balance.
6. A Member and all approved membership transferees must charge any purchases of goods or services provided by the Club in the Golf Pro Shop, Tennis Shop or dining/bar facilities to their house (membership) account. Cash is not an acceptable form of payment.
7. Guests may pay by credit card (MasterCard/Visa only) for any goods or services purchased in the Golf Pro Shop, Tennis Shop or dining/bar facilities.

8. A \$25 administrative fee will be charged to all transferred (tenants/guests) house accounts that remain unpaid after 30 days from its statement date, interest on the past due balance will apply as well. The equivalent balance will become the responsibility of the unit's owner.

## **H. Gift Cards**

1. Vanderbilt Country Club gift cards can be purchased only in the Golf Pro Shop.
2. A VCC gift card is a prepaid gift card redeemable at Vanderbilt Country Club for goods and services offered by the VCC staff. VCC gift cards have no cash value and are non-transferrable.
3. A VCC gift card can be issued as a credit to your membership account, if of a \$50 value or higher. The Club accountant can process this request; however, the gift card must be presented to authenticate.

## **I. Food and Beverage Minimum Requirement**

1. The food and beverage minimum requirement applies to each membership as defined by the Member number and is not transferable. No other Member or employee may apply purchases to a member's minimum. Members may allow non-member family guests (i.e., parents, children, grandchildren, their related spouses, non-designee spouses and non-designee owners) to charge food and beverage purchases toward their membership account by arranging with the Director of Member Services in advance. No other persons may charge to a member's account number regardless of the status of the unspent food and beverage minimum. If a person owns multiple residences, the food and beverage minimum spent cannot be adjusted from one unit or member number to another unit or member number at any time. A Member's food and beverage minimum requirement can only be satisfied by making a purchase.
2. The Board establishes the food and beverage minimum for the calendar year. If this amount is not spent on food and beverage before December 31, the unused portion plus the state sales tax will be charged to the December member billing statement. The food and beverage minimum is identified with a member number. Upon the sale of a unit, the seller and buyer are each responsible for the pro rata portion of the annual minimum based on the month of closing. The buyer is responsible for his/her portion regardless of the seller's spending status.
3. All food and beverage costs incurred by the transferee will be credited to the member's annual food and beverage minimum requirement.

## **J. Reciprocity**

1. This program is available to all Members and tenants in good standing from May 1 through October 31. A list of reciprocal clubs will be made available to the Membership.
2. To sign-up for dinner or other services, Members must arrange through the Administration staff in advance.
3. To sign-up for golf reciprocal play, Members must complete a reciprocal request form and submit it to the Golf Pro Shop staff at least three days prior to the date they wish to play. The Golf Pro Shop staff must make all reciprocal tee times. The Golf Pro Shop staff will contact the group captain by phone, or email, with the tee time confirmation.
4. As reciprocal guests, Members are guests of the Club they are visiting. As guests, Members will abide by all rules and regulations of the host club as well as rules and regulations of Vanderbilt Country Club. Each Member's pace of play, courtesy, dress, and behavior reflects upon all members of our Club. Members should conduct themselves in a manner that would be acceptable to all members of Vanderbilt and the reciprocal club.
5. The following list provides members and their guests with the rules for reciprocal privileges:
  - a) Membership at Vanderbilt includes the privilege of reciprocity. To maintain a variety of participating clubs, Members must follow the rules. If these rules are violated, the Member may be suspended from reciprocal privileges and/or suspended from membership privileges.

- b) Members must register under their own name and member number. If a Member invites a guest to a reciprocal club, that guest must pay the applicable guest fee(s) and must be accompanied by a VCC member.
- c) Members should wear proper attire.
- d) Members should refrain from improper behavior such as profanity, alcohol abuse, or being discourteous to the host club staff, and must adhere to the host club's rules.
- e) In case of cancellation of a reciprocal tee time, the Member is responsible for calling the reciprocal club in a timely manner. Members who do not cancel appropriately may be charged for the tee time.

## **K. Request for Records or Information**

1. Records Defined. The official records also referred to herein as "records," available for inspection are only those designated by the Act, as the official records of the Club that are available for inspection and copying by Owners or their authorized representative, where applicable.

2. Inspection.

2.1 An Owner desiring to inspect records shall submit a written request by U.S. Mail or Certified U.S. Mail, Return Receipt Requested, to the Club at the Club's official address, pursuant to the most recent records of the Florida Division of Corporations. Requests by e-mail may be submitted only to the Club's General Manager. By submitting an e-mail request, Owners acknowledge that e-mails are often filtered or rejected from the Club's server. E-mail requests do not comply with this Resolution unless the Club affirmatively acknowledges receipt of the e-mail submission. The act of sending an e-mail shall not create any presumption of receipt. The written request must specify the records the Owner desires to inspect, including pertinent dates or time periods. The specification of the records must be sufficiently detailed to permit the Club to retrieve the exact records requested.

2.2 An Owner shall not submit more than two (2) written requests for inspection of records per calendar month. Each request shall seek not more than two (2) categories of documents. Any additional request submitted by the same Owner shall be null and void and need not be acknowledged by nor responded to by the Club. For purposes of this section, a "category" shall be defined as a specific or general request with shared characteristics which is reasonably definite with respect to date and scope. In the event of a disagreement whether a request includes multiple categories, the Club's discretion shall control. By way of example only, a request for "all golf course expenses for March " shall be considered one (1) category. A request for all active contracts entered into by the Club shall be considered one (1) category. A request for all financial records and bids for any specific month shall be considered two (2) categories.

2.3 No Owner shall remove original records from sealed envelopes or from the location where records are inspected. No marks or alterations shall be made on original records.

2.4 Records shall be made available for inspection by the Club on or before the tenth (10<sup>th</sup>) business day after receipt by the Club of the written request. This time frame may be extended upon agreement of the Owner or for good cause. In addition, this time frame shall be extended in the event the records are so voluminous, or otherwise in such condition as to render this time frame unreasonable. In any case, the Club shall always use its best efforts to make records available for inspection by the tenth (10<sup>th</sup>) business day after receipt of the request. The Club may rebut the presumption of the obligation to provide access by obtaining an opinion from legal counsel that the Club has, under the

circumstances, attempted to address the Owner's records inspection request promptly and in good faith. For the purposes herein, "business day" shall mean Monday through Friday, exclusive of federal, state, and local holidays in which the office of the Club, or office where the records are being made available for inspection, is closed. For purposes herein, "normal business hours" shall be the hours the Club office is customarily open or the hours the location where the records are to be inspected is customarily open, or if there are no customary hours of operation, then 9:00 A.M. to 12:00 P.M. and 1:00 P.M. to 5:00 P.M., all on a business day

2.5 The Club may allow an Owner to use a portable device, including a smartphone, tablet, portable scanner, or any other technology capable of scanning or taking photographs, to make an electronic copy of the official records in lieu of the Club's providing the Owner with a copy.

2.6 An Owner shall pay a copying cost equal to \$.20 per page when copies are made by the Club. If copies are made by an outside vendor, actual costs shall be charged to the Owner. Payment in advance for the cost of copies shall be required. No copies of records shall be made unless and until payment for the copies is received. In addition, the Club may charge for its actual labor costs incurred in the act of copying the documents up to a maximum hourly rate of \$20 when the production involves more than 25 pages and the time spent copying the documents exceeds ½ hour.

2.7 If records are kept in computer format, the Club may print such records to paper. The Club may but shall not be obligated to allow Owners to access the Club's computer system or connect any device to the computer system. If the Club provides access to records through a computer supplied by the Club or the office in which records access is being conducted, the person inspecting the records shall not e-mail the records inspected to any other computer, person, or e-mail account, review other content or programs on said computer, nor otherwise download, forward, or otherwise transmit or manipulate the data he or she reads during the inspection of the records by review on electronic mail, internet, or computerized format.

2.8 The Club may comply with its obligation to make records available for inspection by providing them to the Owner by electronic mail, the internet, or making them available in a computerized format readable with customary programs used in computers of consumers.

3. Manner of Inspection. All persons inspecting or requesting copies of records shall conduct themselves in a courteous manner and shall not interfere with the normal operation of the Club office and the duties of their personnel, or the office where the records are otherwise inspected or copied, nor the duties of their personnel. The Club office, or office of inspection, may assign a staff person or other person to assist in the inspection and all requests for further assistance and copying during the inspection shall be directed to that staff person.

4. Enforcement of Inspection Rules

4.1 Any requests for inspection not complying with this Rule need not be honored.

4.2 The Board of Directors may take whatever appropriate legal action is available against any person who fails to comply with this Resolution, including but not limited to fines or suspensions.

4.3 Nothing in this Resolution shall be construed as a limitation or restriction upon any of the Club's rights or remedies, or act as an election of remedies.

4.4 The President of the Club or the General Manager shall have the authority to interpret and implement the provisions of this Resolution and make decisions and judgments arising hereunder without the need for Board approval on a case-by-case basis.

### III. Architectural Review Committee (ARC)

Article IX of the VCA Documents addresses architectural control and construction requirements for our community. The purpose of the ARC is to establish and maintain consistent design and construction of homes and multi-family buildings compatible with the VCC themes, to preserve the value of the community, and to promote the general welfare of the owners. Any exterior modification to a single-family or multi-family structure or landscaping must not be made until the owner receives approval from the ARC. This includes, but is not limited to: fences, walls, hedges and other boundary structures, driveways, sidewalks, pools, pool decks, hot tubs, screen enclosures, decks, patios or extensions, exterior paint or finish, exterior or roof materials, awnings, shutters, hurricane protection, generator installations, decorative plaques or accessories, statues, benches and other outside furniture, planters, birdhouses, or other pet houses, mail and newspaper boxes, exterior lighting, swales, sidewalk and driveway surfaces or treatments, antennas and satellite dishes or landscaping.

It is in the interest of owners that the interiors and exteriors of all units be updated and maintained at a high standard, free from any mold or other such substances and that all equipment is serviced and operational. Maintaining units in top condition reflects positively on the Vanderbilt community and maintains the value of all properties.

#### A. Renovations Responsibilities

Prior to the commencement of major renovations (e.g., remodel kitchen/bathroom, add/remove, replace tile or wood flooring), the homeowner must notify their abutters in person or in writing of the following:

1. Approximate start and stop dates
2. Extent of the work.

Work must be done during normal workdays (Monday – Saturday), and normal work hours (8:00am - 5:00pm), unless approved in advance by the CAO (Community Association Office) staff.

#### B. ARC Authority

The ARC has the authority to inspect properties when conducting business to ensure compliance with Article IX of the Vanderbilt Community Master Declarations and the Architectural Review Guidelines. The ARC Members will conduct inspections during property tours at randomly selected intervals throughout the year. The ARC will make every effort to remain on common grounds during these inspections, but it may be required to access an owner's lot to gain a better view. Only in instances requiring the viewing of a limited common element, such as a lanai or entryway (Waterford Condominiums and Wedgewood Carriage Homes), the ARC will ask the owner, either verbally or in writing, for access to the area in need of review.

If a buyer has notice of an existing ARC violation at the time of purchase, the transfer of membership privileges to that buyer may be denied, at the discretion of the Board of Directors, until the unit purchased is brought into compliance with ARC requirements.

More information regarding ARC requirements can be found in the Club's Master Declarations, posted on the member website.

## IV. Common Areas

### A. General

The speed limit in the community is 24 mph, except for Parkstone Place, where the speed limit is 20 mph. Speeders will be sent a written warning with a copy of the warning sent to the Board of Directors. Repeat violators may be subject to a hearing at the discretion of the Board of Directors.

A resident has the responsibility to notify the Gatehouse staff of any pending delivery to their home through the DwellingLIVE website or app, which is the preferred method, or through the Gatehouse Voice Messaging System at 239-217-9205. In the event the homeowner is unaware of a delivery, such as a floral delivery, the Gatehouse staff will attempt to contact the homeowner via telephone, upon the arrival of the delivery vehicle. If no contact is made, the delivery vehicle will be denied access into the community.

Residents leaving their homes/units for an extended period must turn off the water while the home/unit is vacant, to help minimize any potential damage. Contact the Community Association Office for information on how to prepare your residence for an extended vacancy.

Yard sales, garage sales and similar activities are prohibited.

### B. Vehicle RFID Transponders

Permanent RFID transponders are provided consistent with the Rules and Regulations and will be provided to Members for their personal vehicles only. The affixed RFID transponder allows access through both residential entrances—Vanderbilt Beach Road (main entrance) and Collier Boulevard/951 (rear entrance). RFID transponders provided may only be affixed to a vehicle by a designated VCC employee in the Community Association Office. RFID transponders will not be issued for trucks and commercial vehicles pursuant to this section, except in the case of trucks that are in compliance with Article 8.10 of the VCA Master Declarations. RFID transponders may be obtained at the Community Association Office Monday – Friday at designated times. The applicable fee, if any, will be billed to the membership account.

**New Residents:** RFID transponders are provided to new resident Members free of charge (up to two) when they complete a resident questionnaire and submit it to the COA.

**New Vehicles:** RFID transponder for new vehicles may be purchased by residents for a \$10+ tax fee.

**Rental Vehicles:** Members visiting with a rental vehicle may obtain a temporary RFID transponder for a \$25+tax fee. The RFID transponder affixed to the rental vehicle will expire/deactivate as per the indicated departure date.

**Tenant Vehicles:** Tenants may obtain a temporary RFID transponder from the Community Association Office during their stay for a \$25+tax non-refundable fee, which will be charged to their tenant account. The RFID transponder affixed to the tenant's vehicle will expire per the departure date indicated on their application. Tenants may continue to use the prefixed RFID transponder from a prior visit, though the \$25+ tax fee still applies. If a tenant chooses not to purchase a RFID transponder for their vehicle, they must obtain a pass from the gatehouse personnel, which will be scanned, by hand, upon each entry and affords only access through the main entrance visitor lane. This pass will be issued in 30-day increments.

### **C. Admittance Procedure for the Main Entrance**

In order to gain access into the community, the Gatehouse staff will require a valid driver's license to be shown by visitors/vendors, guests. Anyone who cannot, or will not produce his/her driver's license, will be denied access to the community.

A daily pass is given to a person or vendor for which a Member has notified the Gatehouse through the DwellingLIVE website or app, which is the preferred method, or called the Gatehouse voice messaging system 239-217-9205 and placed the visitor's name on the visitor log for that day. A long-term pass (30 days) is issued to tenants and anyone who is listed as a permanent visitor or vendor. All will be required to initially (and upon renewal) show a driver's license to gain access into the community.

Members are responsible for the actions of their guests, including those on their permanent visitor list who enter without the members knowing. Members may sign up through the gatehouse Visitor Management System to be notified by text message or email when a visitor or guest arrives.

If a resident/tenant has not notified the Gatehouse of a guest's arrival, the Gatehouse staff will attempt to call the resident for permission to admit the visitor. If the Gatehouse staff is unable to contact the resident, the visitor will not be admitted.

Residents/tenants who arrive in a rental/loaner vehicle, limousine/taxi service or residents who attempt to enter through the visitor lane without a RFID transponder must produce identification.

Well-known commercial vehicles such as FedEx, UPS, Mainscape, Hotwire, Amazon, etc. will be permitted to enter without a photo I.D. requirement. For a large event or special function involving outside participants who are registered through the Clubhouse in groups of 10 or more, the Gatehouse staff will ask the driver his/her purpose of entering the community and give directions to the Clubhouse. There are some special situations that will require Gatehouse staff's judgment, such as walkers, bike riders, etc. who had exited the community and, due to attire, do not have a photo I.D. for re-entry.

The Gatehouse staff are not law enforcement officers and are not intended to substitute for or perform law enforcement duties or the normal functions of law enforcement officers. In an emergency, Members should call 911 and then call the Gatehouse staff to notify them of the emergency and location so that Gatehouse staff are alerted to be in place for EMS arrival. The emergency line for the Gatehouse is (239) 348-3385.

## D. Parking

1. Unregistered or abandoned vehicles are not permitted to be parked in driveways or common or limited common area of the community.
2. Parking under the Clubhouse porte-cochere is strictly prohibited. This area is designated for drop-off and pick-up only, not to exceed 10-minutes duration. Unattended vehicles parked in this area may be towed at the owner's expense.
3. Recreational vehicles are permitted to park for limited purposes, such as loading and unloading in designated areas, for a period not to exceed 24 hours.
4. Each owner who has a two-car garage must use at least one space in that garage for parking a vehicle, other than a golf cart. An owner's golf cart must be kept in the garage. In the event an owner keeps a boat (or some other vehicle or trailer) in his/her two-car garage, the other space must be used for parking a vehicle.
5. Overnight parking on the street is prohibited.
6. Garage doors must be kept closed, except when in actual use and during reasonably limited periods when the garage is being cleaned or other activities are being conducted.
7. Commercial vehicles, trucks (as defined as a truck by the vehicle manufacturer), pick-up trucks not used solely and exclusively for personal use and without after-market modifications, trailers, campers and boats are not permitted to be parked or to be stored on the properties, except: i) in enclosed garages per Article 8.10 of the VCA Documents or, ii) spaces, if any, specifically designated for that express purpose by the Association and, iii) must have prior approval by the Community Association Manager.
8. The following rules apply to parking of commercial trucks (excluding pick-up trucks used solely and exclusively for personal use and without after-market modifications):
  9. For a period less than three hours trucks may be parked in driveways for the purpose of cleaning, loading, unloading, or between frequent trips to and from the home. After the three-hour period, trucks may be ticketed by the gatehouse staff and the following action will be taken:
    10. A ticket advising the vehicle owner to contact the Community Association Office within 24-hours of the receipt of the ticket will be placed on the windshield. Once the CAO receives a copy of the ticket, if the member takes no corrective action, then notice will be sent to advise of the proper truck parking policy.
11. Overnight visitors with trucks that cannot properly fit in a garage, or those units without garages, have the option to park their trucks at the designated parking spaces of the Clubhouse parking lot overnight, assuming space is available, but only with the approval of the CAO staff, who will designate the appropriate parking. This area may not be used for any type of storage, such as trailers, campers, motor coaches, etc. Visitors with trucks staying for less than an overnight period may park in an owner's driveway on a temporary basis.

12. Guest parking spaces in Waterford Condominiums and Wedgewood Carriage Homes are intended for guests only. A “guest” is someone who does not reside in the unit for an extended period. Residents/owners should refrain from parking in guest parking spaces. Parking is always an issue during the height of the season. Everyone’s cooperation is appreciated.

13. The extra paved parking spaces located adjacent to, but not as part of, driveways in front of each building, are for the temporary use by owners, visitors, and service vehicles, and are not limited common areas appurtenant to any individual unit. There is no priority of use by the owners, visitors, service vehicles, etc., of any unit within the building where such spaces are located. These extra parking spaces are to be utilized as overflow parking only. Owners are requested to inform their visitors to utilize the space adjacent to and in front of their respective building, and such spaces are to be shared on “first come, first served” basis. Owners’ vehicles may be parked in such spaces only temporarily during daylight hours.

14. Overnight street parking is not allowed.

### **E. Car Washing**

Washing vehicles in the common areas of the community is prohibited, except as part of a Club sponsored activity or amenity, unless approved by the General Manager.

### **F. Operation of Golf Carts**

No golf cart may be operated on any of the common areas unless the golf cart is equipped with a device approved by the Board of Directors to mitigate the discharge of battery fluids.

Members will be periodically notified of approved devices either through emails or in The Advantage. Golf cart owners are required to permit Club personnel to inspect their golf carts to verify compliance with this rule.

Only golf carts equipped with headlights and taillights are permitted to operate within the community. Owners of golf carts must have a signed Indemnity Agreement on file with the Vanderbilt Community Association each year prior to operation of the golf cart within the Vanderbilt community. The owner of the golf cart is responsible for the operation of the cart and for any property damage or injury to persons resulting from such operation.

Trail Fee Cart Use: Members owning personal golf carts who wish to use them on the golf course as well as within the community are subject to the provisions of Section V (Golf), Paragraphs e. (Electric Golf Cart Operations) and f. (Personal Golf Carts) of these Rules & Regulations as set forth below.

1. Non-Trail Fee Cart Use: All privately owned golf cart owners must register their carts by completing a signed Indemnity Agreement to the Administration staff for non-golfing cart usage and shall be subject to an annual cart registration fee. A non-trail fee cart decal will be issued upon receipt of the Agreement and must be displayed on the Member's cart windshield. Non-trail fee carts may be used on community streets and may park in the common parking lots in front and back of the Clubhouse, behind the Golf Pro Shop in designated cart parking areas, practice ranges and activities center. Non-trail fee carts are not to be used on the golf course at any time.
2. Privately owned, or club owned, golf carts may be operated ONLY by persons 16 years old or older who have a valid driver's license and must obey all traffic rules, including stop signs.
3. The Vanderbilt Community Association is not responsible for damages or injuries caused by errant golf balls.
4. Golfers may not leave their carts parked at the Terrace Café while golfing or using the practice facilities. The primary purpose for the Terrace Café parking lot is to accommodate golfers while they transition from one nine holes to the next nine holes, and for short stays for take-out orders.
  - a) Members using the pool or eating lunch at the Terrace Café must use the main parking lot and enter the facility from that parking lot and not use the short-term parking area nearest the putting green or the area adjacent to the cart barn.
  - b) Except as specifically designated by signage, driving personal carts on the golf course while not golfing is prohibited.
  - c) Golf carts may not be driven or parked on any of the common area walkways and sidewalks.

## **G. Walking, Bikes and Skateboards, Etc.**

Cart paths are for the exclusive use of golf carts. Recreational walking, biking, jogging, rollerblading/skateboarding and dog walking is prohibited on cart paths, the golf course and inside pool areas. For safety reasons walking, and especially pushing strollers, on the roadways is discouraged, and sidewalks should be used where available. The Vanderbilt Community Association is not responsible for damages or injuries caused by errant golf balls.

## **H. Pets**

All pets must be kept on a leash when not in the owner's residence. Pursuant to the Declarations, no more than two (2) household pets are permitted. Owners must pick up all pet debris and dispose of it properly. Dog walking is prohibited on cart paths, the golf course and inside pool areas. Contact the County Animal Control Office at (239) 252-7387 or Humane Society to report a nuisance domestic or feral animal.

## **I. Fishing**

Fishing, at your own risk, will be allowed for Members and accompanied guests, but only on a "catch and release" basis. In addition:

1. Fishing is permitted only before 7:30 AM and after 6:30 PM from the banks in common areas only, not on the golf course side of the lake or in any resident's yard without that resident's permission.
2. On Mondays, from May 1 through October 31, fishing will be permitted with the hourly restriction. However, fishing will be prohibited entirely when the golf course is closed for weekly maintenance and chemical applications.
3. Fish from the lakes are subject to chemical run-off from fertilizers used on the golf course and are not for consumption.
4. All persons when fishing are expected to leave the area in the same or better condition than it was found.

## **J. Wildlife Awareness**

Florida is home to many different species of various kinds of harmful animals such as alligators, black bears, snakes, turtles and panthers. The feeding or harming of any wildlife is not permitted at any time. The Vanderbilt Community Association is not responsible for injuries or illnesses of any nature, resulting from encounters with wildlife. If you believe you, your neighbors or pets are being threatened, are in danger or if the animal has become a nuisance, it is best to contact the Florida Fish and Wildlife Conservation Commission.

## **K. Unit Damage**

In the event that an errant golf ball damages a dwelling unit, the player is encouraged to accept responsibility and to contact the owner immediately. If the unit is unoccupied, please make note of the address and leave information with the Golf Pro Shop staff. The Vanderbilt Community Association is not responsible for damages caused by errant golf balls.

## **L. Solicitations/Petitions/Contact Information**

No notices, solicitations, petitions, or subscriptions will be posted or distributed to the Membership unless approved by the General Manager in advance. No commercial advertisements will be allowed on Club bulletin boards, via letters, emails, or website. Members' personal contact information (email addresses, telephone numbers and mailing addresses) provided on the Club's website and homeowner's directory may not be used for business or personal solicitation nor may Members' personal contact information be used for sending communications to members unknown to the sender (similar to spam) or for promotion of personal agendas, causes or business matters.

## **M. Lost and Found**

Found sports-related equipment should be turned in to either the Cart Attendants or the Tennis Pro Shop. All other articles found anywhere on property should be turned into the Administration Office, where they will be stored for 60 days. If items are unclaimed after sixty days, they will be donated to a charity of the General Manager's choosing.

## **N. Bulletin Boards**

Except as permitted by these Rules & Regulations, no commercial advertisement shall be posted or circulated in the recreational facilities or the common grounds.

1. The CAO is responsible for approval of all posted information at the activities center bulletin board. All notices must be placed on 3 x 5 index cards and include the date of posting. Notices will be removed after 90 days.
2. Pool and condominium bulletin boards are for Club and Association use only. Persons desiring to post notices of a Club or community matter on the pool or condominium bulletin boards must first obtain approval of the Community Association Manager.

## **O. Personal Property**

Personal property should not be left unattended on Club property. The Club is not responsible for lost or stolen property. The Club staff is not authorized to accept, be responsible for, or hold personal property, such as vehicles, delivery packages, golf clubs, etc.

## **P. Trash Disposal**

Estate Homes, Villas, and Carriage Home residential garbage collection is on Wednesdays and Saturdays. Waterford Condominium Association dumpsters are located near each building and are emptied by Waste Management. Any bulk items such as boxes must be broken down and tied. Items that cannot fit in the totes must be placed in bags and set beside the totes to be picked up on Wednesdays. For large item removal (Bulk Pick Up), like furniture, will be picked up on Wednesday, same day as Garbage and Recycle. For all other items, you must call the County to schedule a pick up at 239-252-2380. Residential recycling collection (yellow topped containers) will be on Wednesdays. There is garbage-only pickup on Saturdays. If you have any questions, please contact Collier County Recycling or visit [www.colliergov.net](http://www.colliergov.net). Containers should be placed at the curb no earlier than 5:00PM the day before pickup and should be retrieved as soon as possible after pickup. Residents are not permitted to dispose of trash or any items into the clubhouse dumpsters. Only Members of Waterford are allowed to use the Waterford dumpsters.

## **Q. Members Receiving Compensation**

Any Member wishing to conduct a class, demonstration, or lessons using the Club's facilities may do so without charge to the attendees unless the established room rental fee is paid by the hosting member. Any service, class or lesson offered may not be in competition with professional services available through the Club's professional staff.

## **R. Memorial Fund Program**

The purpose of the Memorial Fund Program is to allow Members the opportunity to make donations in memory of the deceased to the following programs: golf, common grounds, activities or tennis. The donor may specify which program but not specifically how the donation will be used.

1. The General Manager, Chief Financial Officer, and Director of Member Services will oversee receiving donations and sending notification cards to the surviving loved ones acknowledging that a donation was made in memory of the deceased member and who made the donation. Replacement of donated items is not the responsibility of the club.
2. Once the donation is allocated to either golf, common grounds, activities or tennis, the department manager shall be informed the funds are available and may decide, subject to the approval of the general manager, the best use of the donation. The Board of Directors will be advised of the donation and its use.
3. No memorial trees shall be planted on the golf course. However, should the Golf Course Superintendent decide that a tree would be beneficial to the course, it may be planted using the memorial money allocated to the area.
4. Any donation may be acknowledged in the Vanderbilt E-Vantage and on the club's website. No identifying plaques will be placed with any donated item.

#### **S. The Earth Networks – Sferic Siren Lightning Alerting System**

The lightning detection and warning system is in place for your safety. Upon hearing one long siren (approximately 15 seconds), which means the golf course and all practice areas are closed and everyone must seek shelter immediately. Upon hearing the three short sirens (approximately five seconds each), the golf course and all practice areas are open. The Earth Networks Sferic Siren Lightning Alerting System is a safeguard, but, as an “Act of God,” lightning can be sudden and unexpected, and the Earth Networks Sferic Siren Lightning Alerting System is not intended to replace the use of prudence and common sense of the individual. No system is fool proof. Everyone should always assess weather conditions before going outside and always be prepared to take the appropriate action needed to ensure one's safety.

The Vanderbilt Community Association is not responsible for persons not seeking appropriate coverage, personal injuries or property damage resulting from lightning strikes upon the golf course or within the community.

#### **T. Cooking on Lanais (Waterford & Wedgewood only)**

Pursuant to the Florida Fire Prevention Code, no hibachi, grill, or other similar device used for cooking, heating, or any other purpose shall be used, or kindled, on any balcony, under any overhanging portion, or within 10 feet of any structure.

## V. Golf

### A. Tee Time Policy

Advance tee time requests (advance tee times are considered to be those requests made more than four days in advance) will be booked exclusively through the Chelsea Tee Time Reservation System via the Internet. NO ADVANCE TEE TIMES WILL BE GIVEN OUT IN PERSON. After the tee times have been assigned by the system, any remaining tee times will be available on a first-come, first-served basis.

1. Members and tenants may request tee times from four to 14 days in advance by using the Chelsea Tee Time Reservation System. Tenants shall have membership numbers that are different from the owners' numbers. The owners' numbers will be inactive whenever they have transferred their privileges.
2. Tee time procedures are governed by the Chelsea System. Information regarding the Chelsea System may be obtained from the Club website or by contacting the Pro Shop.
3. Penalties for "LATE" cancellations and "NO-SHOWS" for posted tee times will be enforced upon all Members (including any guests' posted times) for "regular play" as follows:
4. Peak season (January through April): Posted tee times must be cancelled by calling the Golf Pro Shop no later than 5:00PM on the day prior to play. Failure to do so will result in a Chelsea play point charge toward the playing average as if the person had played in addition to points for guests had they played.
5. Non-Peak season (May through December): No play charge or fee will be charged for a "NO CALL" and/or "NO-SHOW". However, please be considerate of your fellow Members by making every effort to contact the Golf Pro Shop staff should you unexpectedly need to cancel a tee time.
6. Chelsea points will not be charged as a result of:
  - a) Golfers cancel with the Golf Pro Shop on the day of play, because of a "cart path only" restriction.
  - b) Weather conditions become unplayable.
  - c) The course closes due to severe inclement weather as determined by the Golf Professional staff and/or Golf Course Superintendent.
7. Penalties for "LATE" cancellations and "NO-SHOWS", for posted tee times will be enforced upon all members for Men's and Ladies Day play as follows:
  - a) For peak season (January through April): Posted tee times must be cancelled by calling the Golf Pro Shop no later than 5:00 on the day prior to play. Failure to do so will result in a charge of the Men's Day or Ladies' Day fee.
  - b) Non Peak season (May through December): No play charge or fee will be charged for a "no call" and /or "no-show", however, please be considerate of your fellow members by making every effort to contact the Golf Pro Shop staff should you unexpectedly need to cancel a tee time.
    - ii. Players should report to the Golf Pro Shop at least 30 minutes prior

to their tee time. Players should report to the Starter at least 10 minutes prior to play. Players must be ready to commence play at their tee time or when the Starter calls them or lose their starting time. In the event of such loss, the players may not play unless authorized by the Golf Pro Shop.

c) All member play after the closing of the Golf Pro Shop must start on #1 or #10 tee. Golfers must yield to any 18-hole golfers crossing over to #1 or #10. Guests and Non-Trail fee members playing after the Golf Pro Shop closes must pay the appropriate fee and notify the Cart Attendant on duty or the Golf Pro Shop staff the following day.

d) No play is permitted by tenants, or their guests, after the Golf Pro Shop closes unless the Golf Pro Shop staff has been previously notified and the appropriate fee paid. This includes those walking the golf course.

e) All tee times must be made by use of the Member's own membership identification number. Members and tenants may not use another Member's identification number in lieu of his/her own.

f) The Chelsea System will track the daily play of each unit for the preceding 14 days. THE PLAYING AVERAGE is the sum of all plays charged to the Member's unit for the preceding 14 days. For example, if the total rounds from a Member's unit totaled six in the preceding 14 days, the unit's playing average would be six. A tenant assumes the unit's Chelsea play history.

g) Each time a Member, tenant, their spouses or their guests play, applicable Chelsea points will be issued to the unit's PLAYING AVERAGE. For example:

- (a) Owner plays—one Chelsea point will be charged
- (b) Owner and spouse play—two Chelsea points will be charged
- (c) Owner, spouse and two guests play—four Chelsea points will be charged etc.

h) No Chelsea play points will be charged to members for their accompanied guests play May 1 through December 31

i) Participation in club-approved events will be charged Chelsea points to the PLAYING AVERAGE, except for:

- i) Major club tournaments (Vanderbilt Cup, Men's and Ladies' Member-Member, Couples Championships)
- ii) Open play shotguns on the day of major club. tournaments listed above (member/tenants only). Guest points will apply.
- iii) All scheduled dates for The President's Cup
- iv) All scheduled dates for the Four-Ball Team Match Play Championships
- v) Men's and Ladies' Days
- vi) Other designated play days as approved by the VCA Board

- j) A Member or tenant may play as a guest of another Member or tenant, providing the applicable cart fees and guest fees are paid.
- k) The Club reserves the right to host non-member events.
- l) Any misuse of the Chelsea system will subject the abuser to disciplinary action including, but not limited to, Chelsea Point penalties.

(Examples: #1 Group reservations which make use of multiple threesomes, but which are divisible by “4” will be compressed into foursomes. #2 Use of absentee players’ point status to gain favorable placement on the tee sheet).

## **B. Golf Operations**

The following policies and rules are intended to ensure maximum enjoyment and safety for all golfers. Use of the golf course is controlled by the General Manager and the Board of Directors and is supervised by the Head Golf Professional.

1. Non-golfers are not permitted on the golf course unless authorized by the Golf Pro Shop staff.
2. USGA Rules of Golf shall apply. Local rules are posted in the Golf Pro Shop and printed on the scorecard. Temporary rules or special notices will be posted on the Golf Pro Shop bulletin board. USGA Rules of Etiquette shall apply.
3. Cancellation, or modification of play due to course conditions, will be determined by the Golf Professional staff and the Golf Course Superintendent.
4. Practice golf activities shall be limited to those areas of the golf course designed for such activities. No more than one ball shall be played on the golf course. Please report any such infraction to the Player Assistant, Golf Pro Shop staff or General Manager.
5. All play must start on hole number #1 or #10 unless otherwise directed by the Golf Pro Shop staff.
6. The Golf Pro Shop hours are as posted on the Member website. The golf course is open from 7:30AM until 30 minutes after sunset, unless otherwise posted. There shall be absolutely no play prior to the first scheduled tee time. The golf course is closed on Mondays from May 1 through October 31 for maintenance, unless otherwise designated by the Board.
7. Club carts must be returned by sunset, unless otherwise posted.
8. Certain days and times may be established by the Head Golf Professional, after consultation with the General Manager, during which time the course shall be reserved for Men’s and Ladies’ golf days and special golf events. Members and tenants may participate in any of these events, except for designated major club tournaments.
9. If an errant golf ball damages a dwelling unit, the player is encouraged to accept responsibility and to contact the owner immediately. If the unit is unoccupied, please make note of the address and leave information with a golf professional or Golf Pro Shop staff. The Vanderbilt Community Association is not responsible for damages or injuries caused by errant golf balls.
10. Ball hawking is strictly prohibited. In addition, foot traffic is prohibited in all preserve areas. Time is not to be taken probing for balls other than the one belonging to the

player whose ball is lost. If the player's ball is not readily found, and there is reasonable evidence that the ball is lost in any hazard or out of bounds, the player shall play the next stroke in accordance with the applicable USGA rule. Any player found searching for golf balls other than those of players in his/her own group will be warned by the player assistant. Any player guilty of repeated offenses will be subject to disciplinary action.

11. Range balls are not permitted on the golf course or putting green.
12. Feeding or harassing of wildlife is strictly prohibited. This may make them more aggressive and a danger to the entire community.
13. No food or beverage shall be brought on to the golf course, or consumed on golf course property, unless purchased from the club or authorized by the general manager.
14. Unauthorized skipping of holes or cross-hole playing is strictly prohibited.
15. The Earth Networks Sferic Siren Lightning Alerting System is in place for your safety. Upon hearing one long siren (approximately 15 seconds), which means DANGER is near, the golf course, and all practice areas are closed, and everyone must seek shelter immediately. Upon hearing the three short sirens (approximately five seconds each) play is resumed and all practice areas are open. The Earth Networks Sferic Siren Lightning Alerting System is a safeguard, but, as an "act of God", lightning can be sudden and unexpected, and the Earth Networks Sferic Siren Lightning Alerting System is not intended to replace the use of prudence and common sense of the individual. The Vanderbilt Community Association is not responsible for personal injuries or property damage resulting from lightning strikes upon the golf course or within the community.
16. In the case of an emergency, call 911 and give the dispatcher the nature of the emergency and the exact location. Then call the gatehouse to notify them of the emergency and location so that VCC staff members are alerted to be in place for EMS arrival.

### C. Dress Code

Proper attire is to be worn at all times in accordance with acceptable practice for the particular area of the Club. This mandatory dress code is a condition for accessing Club services and will be strictly enforced by Club personnel. Members are reminded that they are responsible for their guests, including children.

Proper golf attire is established as follows:

**MEN and BOYS:** Shirts, slacks or tailored shorts, and shoes must be worn. Shirts must have a standard style collar, turtleneck, or mock style and sleeves. Shirts must be tucked in. Slacks must be tailored and of good repair. Shorts are to be tailored and not shorter than 3" from the top of the knee. Cap bills are to be worn in the forward position.

**LADIES and GIRLS:** Shirts, slacks or tailored shorts and shoes must be worn. Shirts must have collars and/or sleeves. Slacks, skirts, and shorts must be tailored and of good repair. Skirts and shorts must be no shorter than fingertip length..

Some clothing items NOT PERMITTED ON THE GOLF COURSE, PRACTICE RANGE AND PUTTING

GREEN are tee shirts, sweat suits, cut-offs, running shorts, tennis attire, swimming attire, halter tops, tank tops, denim of any look or color, and jeans of any color that look like denim, whether denim or not.

## **D. Club Storage**

Club storage and cleaning services are available on a monthly or annual basis for a nominal fee. Additional information can be obtained in the Pro Shop.

## **E. Electric Golf Cart Operation**

1. Each twosome shall have no more than one cart and each foursome shall have no more than two golf carts, whether Club-owned or privately owned. No more than two riders and two golf bags per cart will be allowed.
2. Non-trail fee members and tenants must use club owned carts and pay the prevailing fee.
3. Club-owned carts are assigned to each twosome by number. No club-owned cart shall be used without authorization from the Pro Shop or Starter.
4. Golf carts must be kept on the cart path on par three holes and around all tees and greens.
5. The 90-degree rule should be observed, when practical, in the operation of golf carts. When driving to a ball, proceed along the cart path until the cart reaches a point opposite the ball in play, and then proceed across the grass area to the ball. Once all player(s) shots have been hit on or near the green, please return to the cart path from that point.
6. Medical Flags: A designated blue "medical" flag shall be used to identify the cart of a medically challenged golfer. This flag signifies that the cart may be driven subject to the rules and restrictions for medically challenged golfers as follows, unless otherwise instructed by a member of the golf staff due to course conditions: Medical flag users may not drive their carts beyond the blue stakes, which are approximately 10 yards from the greens. Carts must remain on the cart paths of all par 3 holes. Furthermore, medical flag users must observe the "carts restricted to cart paths" rule on any holes so marked, as determined on any given day by the golf course superintendent and the golf professional staff. Persons desiring to qualify for use of a medical flag must first apply with the head golf professional. A doctor's authorization, noting the dates and the nature of the medical condition, or a copy of a current disabled parking placard or license registration must be submitted and filed with the pro shop. A six-month doctor's authorization renewal is required for any non-permanent disability. Medical flag privileges apply only to the flag owner. If the flag is not returned to GolfPro Shop, the Member will be charged a fee.
7. Individuals operating electric carts must have a valid driver's license and must obey all traffic rules, including stop signs.
8. Carts are never permitted on the shoulder, surface of any tee, green, or bunker. Please keep carts, including all four wheels, on path surfaces at tees and greens. This helps to maintain optimum turf conditions.
9. The Golf Professional staff and/or the Golf Course Superintendent shall determine when golf cart operation is prohibited or restricted to paths only.
10. Members are responsible for any damage to club golf carts, whether caused by the Member or by his/her guests.
11. Driving through the main parking lot to access holes #10 or #1 is not permitted.

Members should use the designated cart paths. The plaza area may not be used as a pass-through area.

12. Personal Golf Carts

a) An owner may own and operate a golf cart on the golf course only under the conditions set forth below, and subject to the protective covenants of the Vanderbilt Community Association, Inc., and after paying the annual trail fee established by the Board of Directors. No pro-rata of the annual golf cart trail fee will be allowed except in the first year of cart ownership or if the unit owner sells his/her property and leaves during the year. A new owner purchasing a golf cart with a home must register the cart and have it inspected by staff. Pro-rated fees will apply.

b) No golf cart may be operated on any of the common areas unless the golf cart is equipped with a device approved by the board of directors to mitigate the discharge of battery fluids. Members will be periodically notified of approved devices either through emails or in The Advantage. Golf cart owners are required to permit club personnel to inspect their golf carts to verify compliance with this rule.

(1) No personal golf cart shall be allowed on the golf course unless the annual trail fee is paid.

(2) The annual trail fee becomes effective on January 1 of each year. The Trail fee will automatically roll over each year and into the next year unless you contact the Golf Pro Shop by January 25<sup>th</sup> and let them know that you no longer want the Trail Fee. No cancellations in the annual trail fee program will be accepted after January 25.

(3) Private cart owners may not transfer their trail fee privileges to a guest, tenant or another member. Likewise, a multi-unit owner may not transfer an annual trail fee to another unit once the annual trail fee has been designated to one particular unit.

(4) Golf cart owners must carry liability insurance coverage for any injury or damages resulting from the operation of the owner's golf cart. The following minimum limits apply:

(a) Bodily injury coverage: \$100,000 per person and \$300,000 per occurrence AND property damage coverage: \$100,000; OR

(b) Combined single limit coverage of \$300,000 per occurrence

(c) It is the owner's responsibility to ensure that proper coverage is purchased. Each private cart owner must submit a signed Indemnification Agreement annually to the Administration Staff to obtain his/her annual trail fee decal. This decal must be displayed on the Member's golf cart windshield.

- (d) Any privately-owned golf cart must be an electric, four-wheel golf cart and be limited to standard body styles and standard factory colors only. Any custom colors must be pre-approved by the General Manager. No customized body styles are permitted. Business names, logos, advertising, promotions or any display of a political nature on golf carts are not permitted. Carts must be approved by the Club as complying with the appearance and other standards set from time to time by the Club.
- (5) Personal golf carts must be equipped with a sand bucket, or bottle, and headlights and taillights.
- (6) When not in use, golf carts must be kept in a private garage. The Club will not provide storage.
- (7) Golf cart owners are responsible for maintaining their golf carts in good working order and attractive condition. Should a personal cart break-down occur, golf staff will tow the cart off the course.
- (8) Owners of privately-owned golf carts are responsible to the Club for any damage to Club property, or liability imposed upon the Club resulting from such cart use (whether negligent or not).
- (9) Owners of privately-owned golf carts are responsible for their cart and removal or towing of the cart if maintenance issues arise. Club staff are not permitted to assist with these services.
- (10) Privately-owned or club-owned golf carts may be operated ONLY by persons who have a valid driver's license, and they must obey all traffic rules, including stop signs. Anyone operating a golf cart while intoxicated or in an unsafe manner will be asked to leave the golf course and may not be allowed to bring their golf cart onto the golf course or to use a club cart until after a hearing is convened by the board and the results of the hearing are determined.
- (11) All golfers, including golf cart owners, must register at the Golf Pro Shop BEFORE playing the course during normal hours of play. Failure to register may result in immediate suspension of playing privileges.
- (12) A Member who owns a golf cart and has paid an annual trail fee may ride with another golf cart owner who has paid a trail fee.
- (13) A multi-unit owner is solely responsible for ensuring the correct member number is used for all requests and bookings through the Chelsea Tee Time Reservation System and must pay a daily cart fee if the tee time is booked utilizing a unit that has not been assigned a trail fee.

(14) If the cart owner and spouse (member and/or dependent) are playing golf at the same time, but not together, the spouse (member and/or dependent) will not be required to pay a cart fee for riding on a club-owned cart. In the case where more than two people (member and/or dependents) from the same unit are playing at the same time, each additional player will be required to pay a cart fee.

(15) Golf cart occupancy is limited to two persons.

## **F. Walking**

1. Walking may be permitted May through December at the discretion of the Head Golf Professional.
2. When using a pull cart, it must remain off the putting surface, tees and bunkers.
3. No walking is permitted by tenants, their guests and member's guests after the Golf Pro Shop closes without paying a golf fee. If walking, or using a pull cart, after the Golf Pro Shop closes, any applicable golf fee must be paid at the Golf Pro Shop.
4. Walkers must properly care for the golf course by carrying a container of sand to fill divots, or permission to walk will be denied. Sand is available in the Cart Barn area.
5. Tenants or guests who are permitted to walk will be charged the appropriate golf fee.
6. Casual walking, jogging, dog-walking, rollerblading and skateboarding are always prohibited on the golf course and cart paths.

## **G. Junior Play**

1. Juniors less than 18 years of age are not permitted to begin play, use the putting green, or practice areas before 2:30PM from November 1 through April 30, unless accompanied by an adult.
  - a) The golf professional staff may waive playing restrictions for Juniors that the golf professional staff determines have adequate knowledge of golf rules and etiquette.
  - b) Juniors under 16 years of age must be accompanied by an adult, unless they have permission to walk the course from the golf professional staff.
  - c) Juniors operating a golf cart must possess a valid driver's license, and must obey all traffic rules, including stop signs.

## **H. Pace of Play**

1. Player Assistants are provided to improve the quality and enjoyment of the game of golf. They help golfers locate missing clubs, head covers, and assist reciprocal players and other guests. However, their primary function is to ensure all players finish their round within the pace of play guidelines established by the Club. To achieve this, each group of players must strive to maintain their position directly behind the group in front of them.
  - a) The Player Assistant will remind players to keep their cart on the paths and to comply with the cart status of the day. Carts are not permitted off the cart path on any par 3 holes, and all four wheels must be on path surfaces at tees and greens.

- b) Groups “out of position”, and who are behind the established pace of play, will be asked to correct their position, which may include skipping holes. All players must understand that the Player Assistants are there to improve the quality of play and the enjoyment of the game for all members and their guests. Guidelines to determine if a group is “out of position”:
- c) On a Par 3: The group in front has cleared the next tee
- d) On a Par 4: The group in front has cleared the putting green on the hole being played
- e) On a Par 5: The group in front is on the putting green of the hole being played.
- f) To assist with monitoring pace of play, FairwayIQ golf cart tracking sensors have been installed in the Club’s cart fleet, and portable trackers are handed out as needed to Members with trail fee carts. Members are responsible for returning portable tracker units immediately following their round.

## **I. Courtesy, Etiquette and Safety**

Golf is a game where courtesy and etiquette should always be observed. The following policies should be strictly adhered to for the maximum enjoyment of everyone using the golf course.

Members are requested to follow these rules and to urge others in their playing group to do the same. Infractions must be reported in writing to the pro shop.

1. All divots must be filled with sand.
2. Repair all ball marks on greens.
3. Rake and smooth bunkers after play. After hitting a shot from a bunker, place the rake head in the bunker on the low side, with the handle facing out
4. If necessary to remove the flag, place the flag on the green rather than dropping it. This will extend the life of the reflector crystals on the flag sticks.
5. Twosomes and threesomes shall accept other members to fill their group.
6. Inexperienced golfers may not be permitted to play during peak times of the day.
7. Please be respectful of private property surrounding the golf course. Under no circumstances shall carts be driven on, or any shot played from, an owner’s property.
8. Hitting a ball into the group ahead to signal them to speed up play, or for any reason, is strictly forbidden and an obvious threat to player safety. Any instance of this behavior should be reported to the Golf Pro Shop or the Player Assistant as quickly as possible. Violators will be subject to disciplinary action.
9. The disposal of cigarettes, cigars, and other smoking materials, including the ashes, lit or unlit on the golf course is prohibited. Persons in violation of this rule will be subject, after a hearing, to suspension of their membership privileges and/or a monetary fine.

## **J. Ready Golf**

The basic elements of READY-GOLF are as follows, and are recommended for use when safe to do so:

1. On the tee: The player who is ready should hit, regardless of “honors”.
2. Tee to green: Take appropriate clubs when approaching your ball; be ready to hit when it is your turn. When driving a cart, drop your partner at his/her ball, then continue to yours; be conscious of the three-minute lost-ball rule.
3. If the player who is “away” is delayed, other players who are ready should hit.
4. On the green: Continue putting until holed out unless you would be standing in another’s putting line.
5. Short cut: Mark your score on the way to or at the next tee.
6. Always: Keep up with the group in front of yours.

## **K. Golf Handicaps**

To establish an accurate and legitimate handicap, players are required to post all 18- hole and 9-hole scores using the handicap computer located in the Golf Pro Shop, Clubhouse, or Terrace Café. Scores may also be posted through the GHIN app or the GHIN website. Scores from other courses should be recorded along with the appropriate course and slope ratings if the courses played are not listed.

1. To be eligible for Club events, Members and tenants must have a current USGA handicap index registered in the Vanderbilt GHIN handicap system and must pay the established annual handicap fee. Guests must also have a current USGA handicap index when playing in Club events.
2. If a Member is returning, or transferring membership (i.e., tenants) for the upcoming season, the Member’s Vanderbilt GHIN record must be up to date prior to registering for any Club event.
3. All tournament scores and Men’s and Ladies’ Day events will be posted by the Golf Pro Shop Staff.
4. Members who participate in away tournaments should not post those scores as a “tournament score” but should post those scores as a regular score.

## **L. Golf Guests**

1. All guests must be registered with the Golf Pro Shop staff before playing.
2. Guests must be accompanied by at least one member in each twosome, threesome, or foursome during the peak season of November 1 through April 30.
3. Exceptions may be made by the Head Golf Professional for the months of November and December. May through October, Members must pre-register all unaccompanied guest play with the pro shop staff.
4. Each golfer must have a set of clubs. Rental sets are available in the Golf Pro Shop for a fee.

5. Family guests are defined as: member's parents, children, grandchildren, their spouses. To receive the family guest rate, the Member must pre-register the family guest(s) with the Golf Pro Shop.

## **M. Tournaments and Events**

1. Scheduled Club events, including Men's and Ladies' Day and mixers, take priority on the course. They are to be scheduled in advance and the Membership made aware of the hours of the event.

2. The major Club tournaments are: Couples Championship, Vanderbilt Cup, Member/Member, Club Championship. These are only open to Members and Members' children under 23 years of age and are not subject to Chelsea Play Points. Participation in these tournaments is not permitted for guests and tenants.

3. A couple is considered one male and one female residing in the same unit as a married couple or as significant others. Player eligibility to participate in the Couples' Championship consists of members and their spouses or their significant others that must be living together in the same unit.

4. Golf Pro Shop credits resulting from tournament awards or other event winnings may be used for Golf Pro Shop merchandise only. They may be redeemed only by the Member, spouse or member designee residing in the same unit and are not transferable. Accumulated credits must be redeemed by June 30 and are forfeited after that date.

## **N. Tournament Signup**

1. Sign-up for all tournaments will be made online through the Chelsea Tee Time system unless otherwise noted by the golf pro shop staff.

a) Except as otherwise provided in these rules, tournament sign-up and golfer eligibility will be noted in the tournament announcements.

b) Members signing up for a tournament requiring a partner/partners must include the name or names of each individual. "TBD" (to be determined) will not be accepted as a participant.

c) Members may only sign-up themselves and their spouse/significant other for individual events.

d) For events requiring a partner, one Member may sign-up themselves and their partner.

e) For events requiring a foursome, one Member may sign-up the foursome.

f) Sign-up is restricted to members-only for the first two days of the sign-up period for the Fall Classic and holiday tournaments. After the two-day period, members may sign-up with guests.

g) Holiday tournaments include: Thanksgiving, Christmas Eve, Bloody Mary Open, Memorial Day, Independence Day, and Labor Day.

## **O. Tournament Cancellation**

Except as otherwise provided in tournament materials, if a Member or Member's team cancels a golf tournament reservation within 72 hours of the start time of the event, the Member will be charged a fee to cover all costs associated with the trophy, tee gift, and food portion of the event package (food and beverage, gratuity and taxes) only if the resulting vacancy is not filled. If a member or member's team cancels within 24 hours of the event, the full entry fee will be charged.

## **P. Practice Range**

Practice balls are available to Members, designees, and greens fee paying golf guests (prior to their tee time). Practice balls are not to be removed from the practice range. The practice areas may only be used during designated times, as established by the head golf professional. The head golf professional may, from time to time, allow the range to stay open past the designated time for special events. There are two practice ranges available: the main practice range and the rear practice range (which is open seasonally). Golfers warming up before a tee time take precedence at the main practice range and those practicing should yield to them. The rear practice range is used for extensive practice. To access the back-range tee, drive carts down Danbury Boulevard then follow the cart path to Hole #18 tee and turn left at the "secondary range tee" sign. Please be courteous to golfers teeing off hole #18.

Club carts are available to take to the rear range. However, golfers practicing may use the main practice tee after 3:00PM January through April. On both practice ranges golfers must aim away from the #1 fairway to avoid practice balls interfering with golfers playing hole #1 and searching for balls in that area.

## **Q. Golf Rain Checks**

If a golf round is disrupted by inclement weather, a rain check will be issued as follows:

1. 1 to 5 holes played—9- or 18-hole rain check, based on fee paid
2. 6 to 14 holes played—9-hole rain check for 18-hole fee paid

## VI. Tennis Center

### A. General

Members, tenants, and their guests may use the Club tennis courts at any time the courts are open. All players must check in at the Tennis Pro Shop prior to playing. The tennis court operating hours are subject to weather and court maintenance schedules. Courts cannot be used when the closed signs appear on the courts.

1. The Code, as published by the United States Tennis Association, shall govern play.
2. The Director of Tennis will determine the playability of the courts.
3. No food or beverage shall be brought to the tennis facility unless purchased from the Club or authorized by the General Manager.
4. All non-family guests must register and pay a guest fee at the tennis office.
5. Pets are prohibited on tennis courts at all times.
6. Lessons and/or clinics may only be conducted by a staff member.

### B. Dress Code

All racquet sport players must wear proper tennis apparel. Tennis shoes, preferably those constructed for use on clay courts, must always be worn. Running, gym, cross training, or other footwear not made especially for tennis will not be allowed. Flip-flops and bathing suits are unacceptable and prohibited.

1. Men: Tennis shorts with pockets, shirts and/or appropriate warm up suits must always be worn. Collared shirts are required, except for the appropriate dry-fit type crew tennis shirts. No tee shirts, running shorts, tank tops, gym or swimming attire are permitted.
2. Women: Tennis shorts, skirts, dresses and/or appropriate warm up suits must always be worn. No tee shirts, running shorts, halter-tops or swimming attire are permitted.
3. Bocce players may either wear the proper tennis apparel noted above or apparel acceptable on the golf course. Footwear must meet tennis criteria or have smooth soles. Dry-fit tennis shirts are acceptable; other tee shirts are not.
4. Children under 12 are exempt from the above dress requirements, except swimming attire is not permitted.

### C. **Courtesy and Etiquette**

Tennis etiquette and consideration of other players must be observed. Regard for court courtesy will be paramount.

1. Players or spectators may not walk through or behind a court while a match is being played or if a lesson/clinic is in session. Players must walk around the outside of the courts to enter their assigned court through the gate provided.
2. The use of profanity, racket abuse and/or ball abuse is not tolerated. Any form of misconduct will be subject to disciplinary action.
3. All cell phones must be turned off or on silent mode during play.
4. Distracting or interfering with players while a match is in progress is prohibited.
5. Distracting or interfering with the director of tennis or the assistant tennis professional while a private lesson or clinic is in progress is not permitted.

### D. **Tennis Guests**

All guests must be signed in and registered at the Tennis Pro Shop prior to court usage and pay the appropriate fee. Should play occur after the Tennis Pro Shop closes, all guests must still register on the designated clip board outside the Tennis Pro Shop, and the Member's account will be charged the following day.

1. Tennis guest play is based on availability and at the staff's discretion.
2. Tennis guests of a tenant are subject to the same rules as the guests of a member.
3. Family guests are defined as: members' parents, children, grandchildren, their related spouses, and non-designee spouses. Members must pre-register their guests with the tennis staff.
4. Family guests are not required to pay a guest fee except as appropriate for tennis lessons, clinics and tournament participation. All other tennis guests are subject to the applicable tennis guest fees.
5. Non-members will be permitted to play on Vanderbilt competitive interclub teams as follows:
  - a) Non-members will be on Vanderbilt rosters on an as-needed basis, with Vanderbilt members having preference for both being on the roster and for match participation. The respective team captains, in coordination with the director of tennis, will determine players for each competitive match.
  - b) The total number of non-members on a roster will be at the discretion of the director of tennis after consultation with the tennis committee. Preference will be given to the eligible Vanderbilt Country Club members both in terms of membership and playing time.
  - c) Non-members will pay the prevailing team play fee per season (fall, winter, etc.) in lieu of guest fees for home matches.

## **E. Tennis Court Reservations**

Courts may be reserved by Members as follows:

1. Members may make Court Reservations up to 7 days in advance, using the VCC Online Court Booking System, or by contacting the Tennis Staff directly.
2. A minimum of one (1) member is required on each court booking. Guest fees apply for non-members.
3. Any events involving more than four players must be sanctioned and approved through the Director of Court Sports.
4. Players on league teams are not subject to guest fees.
5. All reserved courts shall be forfeited if the players are more than fifteen minutes late.
6. Players without a court reservation must relinquish the court that has previously been reserved.
7. Players must cancel their reservations at least two days in advance. If a player does not show up for his/her court reservation more than twice (from November through April) and has not properly cancelled it, he/she will lose the right to reserve a court for one week.
8. The Director of Court Sports reserves the right to close courts for periodic maintenance and upkeep.
9. Children under 16 must be accompanied by a tennis playing adult and are subject to all Rules & Regulations.
10. Court booking guidelines apply to all members, tenants, and guests.
11. The Director of Court Sports is authorized to implement temporary rules, as may be necessary during peak periods of play, tournaments, leagues, exhibitions, clinics, and other special events.
12. The Director of Court Sports will determine playability of courts following inclement weather or when changes for a home league match occur.

## **F. Use of Ball Machine**

1. Members may rent the ball machine for practice during times that will not interfere with the play of members on adjoining courts.
2. The ball machine rental fee is available on either an annual basis or an hourly basis, pursuant to the fee schedule established by the VCA Board of Directors.
3. Players must sign up for the ball machine in the Tennis Pro Shop prior to use.

Sign up is on a first-come, first-served basis. Players must provide name, member number, date and time for machine use, and confirm with the tennis office staff that a court is

available. The Director of Tennis will determine available courts.

4. The ball machine should not be used when the courts are wet.
5. Players who have not used the ball machine should ask the director of tennis or his/her assistant for instruction and assistance. While in use, players should never step in front of the ball machine or look inside the machine unless it is completely turned off.
6. The ball machine may only be used when a member of the tennis staff is present at the tennis facility.
7. Please report any mechanical problem with the ball machine to the tennis staff.

## **G. Round Robins**

1. Sign-ups will be no more than two weeks in advance and must be made on-line at the VCC member website.
2. If a player is a no-show twice within a 30-day period, he/she may not be permitted to sign-up for the seven days following the last no-show date.
3. If a player is a no-show twice again within a 14-day period, he/she may not be permitted to sign-up for round robins for 14 days following the last no-show date.
4. Penalties for subsequent no-show patterns will be determined on a case-by-case basis.
5. Players are expected to play through the duration of the round robin.

## **H. Bocce**

Bocce is a very popular game at Vanderbilt Country Club, and is currently played on temporary courts on the tennis courts. Permanent courts are scheduled to be built in the near future.

Dress Code:

All players must wear apparel consistent with either the Tennis or Golf Dress Codes. Vanderbilt Bocce Shirts are acceptable. Soft soled shoes are required. Flip flops and bathing suits are prohibited.

Registration:

### Fall League Play

Begins in October and runs through December.

### Winter League Play

For January through March, a new league will be formed for each month and run for approximately 30 days.

As in the past, the Ladies League will play on Mondays, Men's League will play on Tuesdays, and Mixed League will play on Thursdays, all between 3:00 pm and 6:00 pm.

For the Mixed League, teams will consist of a minimum of a four-person team and a maximum of six players. Men's and Ladies Leagues will consist of teams of two players.

Registration for the three leagues is on the Vanderbilt Country Club website on the "Tennis & More" calendar, under "Bocce Reservations". Players will sign up one time for the entire season to be placed on a team, not every week as in previous seasons. For Mixed League, you may register up to six people in your party, who will be a team. One person in that party must be designated as captain (indicate when making the reservation). If no captain is designated, the first person on the list will be Captain. For Ladies and Men's Leagues, you may register two people in a party to form a team. One person from that party must be designated as the captain.

#### Open Play:

Sign up on-line on the VCC website on the Tennis & More calendar, under Bocce Reservations. You may sign up any time the courts are available (Monday, Tuesday and Thursday between 2:00 pm – 6:00 pm). Open Play is not organized by the Club, but you may play with any of your VCC friends on your own during Open Play. For Open Play, you sign up EACH TIME you want to play. This is ideal for members who arrive after leagues have been formed or members who want less structured play.

For any questions regarding registering a team or signing up for Open Play, please contact the Tennis Office at 239-348-1725.

## VII. Use of the Club

### A. General

Members, tenants, and guests shall conduct themselves in an orderly fashion as ladies and gentlemen to other members, guests and staff.

### B. Employees of the Club

Vanderbilt is committed to providing the best possible service to all members and their guests. Members who feel substandard service has been provided or have been offended by employee misconduct should forward their concern to the General Manager or the Manager on Duty.

Members must not reprimand any staff member, contractor, or vendor, nor permit their guests to do so.

1. The General Manager shall have control of the Clubhouse and all related Club areas and is responsible for conduct and appearance of the employees.
2. Any improper conduct on the part of a member, tenant or their guests towards an employee may result in disciplinary action or suspension of the member, by the general manager or the VCA board of directors, pending a hearing before an appointed hearing committee
3. Serious complaints regarding specific employees should be made in writing addressed to the General Manager, who will notify the Board of Directors. The Member submitting the complaint will be notified of any corrective action that is taken.

### C. Special Events Reservations Policy

1. The date reservations will open will be posted on the VCC Member website. Reservations must be made via the Club's website only and will be accepted on a first-come, first-served basis. No in-person, telephone calls or emailed reservations will be accepted for special events.
  - a) Reservations will be accepted in advance for Members (limit two persons per household) beginning at 9:00 AM:
  - b) Four weeks in advance for Members' guests (limit four persons per household) with the exception of Trivia and Epicurean Club which is two weeks advance and;
  - c) Two weeks in advance for additional guests if space is available.
  - d) Maximum seating is eight per table. A Member making a group reservation must provide Member names and Member numbers for all in the party. A confirming email will be sent to the Member making the group reservation, with all Members in the party being copied (that being their respective confirmations). If all names are not provided, the reservation will not be accepted. Each Member so copied is then responsible for their respective reservations.

## **D. Special Event Cancellation Policy**

1. A cancellation must be received and confirmed by the reservationist, or management staff member, at least 72 hours in advance of the start time of the event. If cancellation occurs less than 72 hours before the event, a cancellation fee (the equivalent of 50% of the full price) will be charged.
2. However, if staff fills the reservation from a waiting list, and the event is a complete sell-out, there will not be a charge if the cancellation is at least 24 hours before the start of an event. A complete sell-out is defined as every seat available for that event has been filled at the time of the event.
3. If there is a failure to cancel a reservation (no show), or if the cancellation is less than 24 hours before the start of an event/reservation time, there will be a charge of 100% of the price per person unless the canceled reservation is filled.

## **E. Non-Resident Dining**

Dining at the Club is not open to the public except for Sunday brunch/lunch. Special events, such as Easter, Mother's Day and Father's Day that fall on Sundays are closed to the public. Non-residents wishing to reserve a lunch or dinner function must contact the Clubhouse Manager to make advance arrangements. Gatehouse employees will not allow any non-resident into the community for ala carte dining, other than Sundays.

## **F. Ala Carte & Family Holiday Buffet Reservations / Cancellations**

1. Reservations may be made for Members and their guests beginning at 9 AM six weeks in advance for family holiday dining for the following events only: Easter, Thanksgiving Day, and Mother's Day. Grille Room, Bar, and Patio reservations will be accepted on family holidays only.
2. Ala carte reservation changes or cancellations are required no later than 4:00 PM on the day reserved.
3. Maximum seating is eight per table. Groups larger than eight will be seated at separate tables. Dinner reservations will be held for 10 minutes after the reserved time. Requests for specific table locations cannot be guaranteed.
4. Seating at the Clubhouse Bar and Patio areas may not be reserved and is available on a first-come, first-served basis.
5. Anyone under age 21 are prohibited from sitting at the Clubhouse bar and the Terrace Café bar, per Florida law.
6. Failure to cancel a family holiday buffet reservation (no show), or if the cancellation is less than 24 hours before the start of an event/reservation time, there will be a charge of 100% of the price per person even if the cancelled reservation is filled.

## **G. Vanderbilt Room**

A room service fee for use of the Vanderbilt Room is \$50 for lunch and \$100 for dinner. The entire amount of the room service fee is paid to the server(s) assigned to the room, since the server is essentially removed from the main dining area schedule, not serving as many members as they might otherwise and, therefore, not earning gratuities they ordinarily would. No portion

of the room service fee is allocated to the Club. The room may be reserved without charge for any gathering that does not require food and beverage service, or room set up.

## H. Waterford and Wedgewood Rooms

Waterford and Wedgewood rooms must be reserved through a manager.

### I. Dress code

- Proper attire is to be worn at all times in accordance with acceptable practice for the particular area of the Club. This mandatory dress code is a condition for accessing Club services and will be strictly enforced by Club personnel. Members are reminded that they are responsible for their guests, including children. Club theme events may have a specified dress code policy that will be set forth in the advertising and promotional materials for those events.

The standards for attire are as follows:

#### **CLUBHOUSE - ATTIRE**

##### MEN

###### Permissible

- Standard golf-type shirts tucked in trousers. However, shirts specifically designed to be worn outside the trousers, e.g. Untuckit, Tommy Bahama are acceptable.
- Shorts are not permitted in the Vista room on Saturday evenings or during club special events unless the dining room is being used for a dinner and awards ceremony after certain golf events.
- Turtlenecks and mock turtlenecks
- Banded-collar shirts or sweaters
- Sandals and sneakers (in good condition)
- Denim\*\* jeans or shorts in the Grill Room, Bar and Patios
- Jacket may be required for men during special events.

###### Not Permissible

- Hats or caps and tee Shirts
- Gym shorts, cut-off shorts, sweat pants, workout attire
- Shorts for Saturday events in the Vista Room
- Jerseys, mesh shirts, tank tops, or sleeveless shirts
- Swim attire
- Denim of any type while dining in the Vista Room

*\* Denim should have a designer appearance consistent with an upscale, casual, country club environment. Denim must be neat – no holes or fraying. Denim that is excessively baggy, faded, and/or worn below the waist will not be permitted. While denim is permissible in the Bar, Grill Room and Patios, it is not permissible for dining at any time in the Vista Room.*

##### WOMEN

###### Permissible

- Halter tops, sleeveless tops, and tank tops
- Spaghetti strap tops and dresses
- Denim\*\* skirts, skorts, shorts or jeans in the Grill Room, Bar, Patios
- Hats, caps, and headwear

Not Permissible

- Tee shirts
- Tube tops, mesh shirts, or midriff-baring attire
- Gym shorts, cut-off shorts, sweat pants, or workout attire
- Short-shorts
- Swim Attire
- Denim of any type while dining in the Vista Room

*\* Denim should have a designer appearance consistent with an upscale, casual, country club environment. Denim must be neat – no holes or fraying. Denim that is excessively baggy, faded, and/or worn below the waist will not be permitted. While denim is permissible in the Bar, Grill Room and Patios, it is not permissible for dining at any time in the Vista Room.*

**TERRACE CAFÉ - ATTIRE**

Footwear is always required at the Terrace Café. Flip flops, sandals, caps and tee shirts are permissible. Men’s hats/caps of any kind to be worn with bill facing forward. Pool visitors (men, women and children), utilizing Café seating, express window, rest rooms or ice/water station must wear appropriate cover up and footwear.

**J. Cellular Phone Usage**

1. Talking on cellular phones is prohibited in the Clubhouse, including dining rooms, meeting rooms, bar area, and lobbies. If the use of a cell phone is necessary, the Lobby area should be used and consideration should be given to other Members while talking.
2. Calls received in the Clubhouse must be taken outdoors. In addition to the Clubhouse, talking on cellular phones is not permitted on the golf course, tennis courts, in the fitness and media centers or inside the fenced swimming pools, except for calls of an emergency nature or when ordering from the Terrace Café. Phones in these areas and the Clubhouse must be turned off or placed in silent mode.

**K. Gambling**

Gambling is not permitted in the Club, Activities Center, or the Terrace Café except as authorized by the General Manager.

**L. Smoking**

Smoking of any kind is prohibited throughout all indoor club facilities, patios, pools fenced in pool areas, golf practice facilities and tennis courts and all covered dining areas except as outlined below.

The following smoking rules pertain to the designated seating adjacent to the trellis and railing on the southwest corner of the Terrace Café just opposite the Tennis Office.

1. No smoking before 12 Noon.
2. Smoking is NOT permitted after 3:00PM when there is afternoon or evening events scheduled at the pool or Terrace Café.
3. Smokers will ensure smoking materials are fully extinguished and disposed of properly – eliminating any risk of fire.

#### **M. No Outside Food and Beverages:**

Members, tenants, and guests are not permitted to bring into, or consume in any of the club dining areas, food or beverages not purchased from the club.

### **VIII. Activities Center**

#### **A. General**

Hours of operation are 7:00PM - 10:00PM, daily. The Club is not responsible for lost or stolen property. Wet bathing suits are not permitted inside the Activities Center at any time. If entry to the Activities Center is necessary while wearing a bathing suit, cover-ups are required.

#### **B. Special Events**

Club special events will be scheduled throughout the year involving use of these facilities as designated by the Activities and Event Director. The Activities Center must be reserved with the Activities and Event Director.

##### **1. Private Parties**

Members may schedule use of the Activities Center by making a reservation with the Activities and Event Director. A security deposit and rental fee as determined by the Club may be required for any private party. The Member sponsoring the event shall be responsible for any damage and shall be responsible for leaving the facility in the same condition as found. All tables and chairs must be returned to the proper location. No food or beverages shall be brought into the Activities Center unless purchased from the Club or authorized by the General Manager.

##### **2. Ping Pong**

Limit ping-pong play time if there are others waiting. No food or drink on the table. Return and store the paddles and balls on the side of the table after play. An adult must accompany children under the age of 14.

##### **3. Media Center/Computer**

When using the Club's computer, please do not load any personal programs, change any settings, add screen savers or save anything to the hard drive. You must bring your own paper for the printer as VCC does not supply it. An adult must accompany children under the age of 16. Pets are not permitted in the Media Center.

## **IX. Fitness & Wellness Center**

### **A. General**

1. Operating hours: The Fitness Center is open 4:00 AM – 10:00 PM, daily. Member access requires no key during the “open” 18-hour access.
2. The Aerobics Room is available for individual use between 8:00 AM and 5:00 PM when not required for classes or other organized activities, and only with appropriate footwear that will not harm the floor.
3. Members, tenants, and houseguests use the Fitness Center facilities at their own risk. It is recommended that you consult your physician prior to beginning any exercise program.
4. Participation in exercise activity is on a voluntary basis.
5. Members are not allowed to bring outside trainers or physical therapists into the facility without prior permission from the General Manager.
6. Members and guests must sign in. Guests must note the Member they are visiting.
7. The minimum age for unsupervised use of the fitness facilities is 16. Children 13 through 15 years old must be accompanied by an adult. Children 12 years old or younger are not permitted at any time.
8. Appropriate attire is required (e.g., no swimsuits, bare feet, or improper shoes). Shirts and athletic shoes are required.
9. Users must wipe off fitness equipment after each use with the disinfectant and paper towels supplied in the Fitness Center.
10. There is a 30-minute time limit for all cardio equipment if others are waiting.
11. Members may not alter or misuse any equipment or bring any personal fitness equipment into the Fitness Center.
12. No food or beverages of any kind, except bottled water are permitted in the Fitness Center.
13. Pets are not permitted.
14. Talking on cellular phones is not permitted.
15. Use of the bike rack is encouraged at the Fitness Center. Please refrain from parking bikes in front of the building.
16. No personal music may be played without headphones.
17. Towels are provided for those showering. All towels are the property of the Fitness Center and may not be removed from the building.

### **B. Lockers**

Lockers are available at the Fitness Center on a per-use or a daily basis. Members may place a temporary lock on a locker while utilizing the Fitness Center amenities; however, all locks must

be removed prior to exiting the building. Any locks remaining overnight may be removed along with the locker contents at the member's expense.

## **X. Swimming Pools and Spa**

### **A. General**

1. Members, tenants, and their guests may use the pools from dawn until dusk unless otherwise posted. The pools are used at the risk of members and guests.
2. The operation of the pool facilities shall be under the complete authority of the Community Association Office.
3. Florida State Board of Health and other health and safety rules are posted at each pool location and must be followed.
  - a) Nothing with potential to pollute the water or is hazardous to swimmers shall be taken into the pool. Small toys are prohibited as they can lodge in the pool lines.
  - b) Members and guests are not to bring mats, chairs or other furniture or equipment into the pool area.
  - c) All accidents, however minor, must be reported to the Manager on Duty or the Clubhouse Manager immediately.
  - d) Persons with open sores, cuts or communicable diseases may not enter the pool.
  - e) Disposable swim diapers must be worn by infants and toddlers.
  - f) All persons must shower before using the pool.
  - g) Bathing suits or proper bathing attire are required in the pool area. Members and guests may dress in the restrooms by the pools. Pool users shall wear suitable covers outside the pool and pool area, including the Fitness Center and media center.
  - h) Glass or breakable containers are prohibited.
  - i) Use the trash receptacles provided for paper cups and other refuse.
  - j) The General Manager is the sole judge of safety conditions at the pool. If at any time the General Manager, or his designee, determines that children in the pool are not being given proper supervision by their parents or a responsible adult, the children may be asked to leave the pool.
  - k) Diving, running, pushing, wrestling, or other un-due disturbance in or about the pool area is prohibited.
  - l) Animals are not allowed in pool area.
  - m) Members and guests must not enter the areas near the filter, pool pump, and heat pump areas.
  - n) For personal safety, all must exit pool/spa upon hearing the

lightning detection siren. The Earth Networks Sferic Lightning Prediction and Warning System is a safeguard but, as an “Act of God”, lightning can be sudden and unexpected, and The Earth Networks Sferic Lightning Prediction is not intended to replace the use of prudence and common sense of the individual.

The Vanderbilt Community Association is not responsible for personal injuries or property resulting from lightning strikes.

- o) The General Manager has the right to suspend the pool privileges of any adult or child who does not comply with these regulations.
- p) Food and beverage consumption in the fenced main pool area is restricted to purchase from the Club and/or Terrace Café, as the pool area itself is considered an extension of the Clubhouse. This is a licensed food and beverage outlet, as reflected in our restaurant operation licenses issued through the State of Florida.
- q) Food and beverage are allowed at the satellite pools, as they are community, neighborhood pools, and not an extension of the Clubhouse. All garbage must be taken out.
- r) No personal music may be played, without headphones, at any pool.
- s) Members using the pool or eating lunch at the Terrace Café must use the main parking lot and enter the facility from that parking lot and not use the parking areas nearest the putting green or driving range.
- t) Members may not reserve lounge chairs or other chairs or tables by placing towels, clothing or other personal items on the chairs or tables prior to their intended use.
- u) Private Pool Parties: A security deposit and rental fee, as determined by the club, may be required for any private party held at the main pool. The member sponsoring the event shall be responsible for any damage or clean-up necessary and for leaving the facility in the same condition as found. All chairs, tables or other club property must be returned to their proper locations. The entire function area must be cleared and restored to its original state. Member use of pool areas may be restricted on dates that conflict with club-sponsored events. Food and beverages cannot be brought into the main pool area unless purchased from the club or authorized by the general manager. Only disposable paper and plasticware are permitted on pool decks, and glassware is never permitted. Reservations may be made for the private parties at all the pools by contacting the activities and events director.

## **B. Children in the Pool Area**

1. Children under 12 years of age may use the pool ONLY when accompanied by a responsible adult.
2. Children who are unable to swim will not be permitted in the pool at any time unless taking swimming lessons or accompanied by a responsible adult.

## **C. Club Responsibility**

The Club does not, by these regulations, assume any responsibility for the safety or loss of personal belongings of the members or guests using the pool.

# **XI. Rules Violation / Disciplinary Action**

## **A. Infraction Examples**

Failure to comply with the Master Declarations of the General Protective Covenants, Conditions, and Restrictions of the Vanderbilt Country Club or the Rules & Regulations could be brought to the attention of the Board of Directors for disciplinary action. The following infractions, committed by a member or a member's guest, are examples that may be brought to the attention of the Board of Directors for disciplinary action:

1. Violation of Club rules, community rules, Architectural Review Committee Guidelines, or any community-governing document, or intentional interference with the operation of the Club.
2. Display of temper, discourteous conduct, and/or abuse toward or disrespect shown to club employees or fellow members, transferred members, designees, vendors or guests.
3. Personal use of driving range balls on the golf course.
4. Failure to register guest(s) when playing the golf course or using the tennis courts.
5. Intentionally hitting a golf ball into the group ahead.
6. Abuse of the Chelsea System.
7. Destruction or theft of property.

## **B. Disciplinary Action**

Disciplinary action may include, after notice and hearing, suspension of all rights of use of the facilities for a specified time and/or fines as provided in the Master Declarations.

Pursuant to the Declarations, subject to review by a hearing committee, the board may impose the suspension or fine against the defaulting owner as follows: A fine not exceeding one hundred dollars (\$100.00) per violation and suspension for a reasonable length of time of the defaulting owner's (and those of the defaulting owner's family, guests, tenants, invitees and owners' designees) right to the use common areas. A fine may be levied based on each day of a continuing violation, with a single notice and opportunity for hearing, except that no such fine shall in the aggregate

exceed the current maximum amount allowed by the law.

The cost of replacing any property of the Club that may have been broken, damaged or removed by a Member, tenant, guest of any member or their families shall be charged to the Member and be subject to the collection policy stated in these rules.

## **XII. Rules & Regulations Amendments**

**Disclaimer:** These Rules & Regulations are subject to change from time to time upon a majority vote of the board of directors. Amendments will be published in the E-Vantage, and the current Rules & Regulations are accessible on the club's website