

ROCKPORT COUNTRY CLUB MEMBERS' ASSOCIATION
RULES AND REGULATIONS
(Adopted October 2, 2018)

By authority vested in Article XII, Section 12.01 of the Club's By-Laws, the following rules and regulations have been approved by the Board of Directors, are established and are effective October 2, 2018, until further notice. These rules supersede and revoke all club rules and regulations previously in force. Any issues not covered in these Rules & Regulations are subject to interpretation by the Board of Directors and their decision shall be final.

The Rules and Regulations represent a pragmatic statement of how the Club operates from day to day and, at the same time, an expression of who we are as a private club and what we want to be, keeping in mind the imperative that we are an ongoing business that must adopt to change in order to prosper and thrive in an ever changing environment.

1. Advertising on Club Property: Advertising of any private, political, charitable or otherwise non-club event is against Club policy and not condoned. This includes posters, flyers, and any other printed material. Exceptions to this are events that might affect the club members and can be put on the monthly newsletter calendar for member convenience only.

2. Alcohol. Alcoholic beverages will not be served or sold to minors, nor permitted to be consumed on the club premises during the hours prohibited by law. Persons who are unable to verify their age may also be denied service.

No alcoholic beverages purchased off club premises may be brought onto the club premises. No alcoholic beverages purchased from the club may be taken off the premises, except that wine purchased by the bottle can be re-corked and taken off premises. Members are reminded that they are responsible for and should comply with state laws relating to open bottles and containers. Alcoholic beverages of any kind may be barred from certain areas of the clubhouse or grounds at the discretion of the Board of Directors or General Manager.

All instances of intoxication on the club premises or grounds will be reported to the General Manager for appropriate action. It is important that each member fully appreciate the potential liability that could be placed on the club's staff and management, as well as the club itself, for serving intoxicated or apparently intoxicated members or guests.

It is the club's policy that all employees be trained to detect evidence of intoxication in members or guests and to refrain from serving intoxicated persons. Club employees may, at their discretion, refuse to serve alcoholic beverages to any person who appears to be intoxicated.

Members shall not reprimand or abuse staff after they have exercised their judgment to stop a member from further consuming alcohol. Should the member be unwilling to accept the judgment of the staff member, the General Manager or the senior staff member on duty shall intervene and their decisions will be final. State and local laws shall govern the service of alcoholic beverages at all times.

Members should not attempt to leave the club and operate a motor vehicle in an intoxicated condition. No assistance will be offered any member or guest to enable them to operate a motor vehicle if in an apparently intoxicated condition. Club employees are instructed to assist members and guests in finding a driver or a taxi or other ride service as an alternative to operating a motor vehicle while intoxicated.

3. **Amendments.** Any rules and regulations may be amended or repealed by the Board of Directors at their discretion. Members will be notified of any changes via the club's newsletter or other appropriate forms of communication.

4. **Animals.** Domesticated animals may be allowed only on a leash in a golf cart, on the cart paths and the driving range. Exceptions will be issued for registered service animals that accompany members or guests. They are not allowed on the golf course or in the clubhouse. Motor vehicles containing animals are not allowed to remain on the club premises.

5. **Attire.** The club is located in a community known for its casual, inviting, and outdoors atmosphere. It is the club's intent to reflect this atmosphere as most inviting to members and guests. Consistent with this intent, the following guidelines shall apply to attire. Proper attire is required at all times in the public areas of the clubhouse. Casual clothing for both day and evening wear is acceptable, including suitable golf and tennis attire, for both ladies and gentlemen. However, cutoffs, pants with patches or holes, bathing suits, halter tops, tank tops and other comparable clothing are not acceptable. Shoes or other appropriate footwear are required of all members and guests in all areas of the clubhouse. Appropriate hats/caps may be worn in the clubhouse, but must be facing forward at all times. Men may not wear hats/caps in the banquet room and during special club functions and private events, except when special circumstances make them appropriate. Further, men may not wear hats in the member dining area at dinner time. Children are required to conform to the same dress code as adults. Members are responsible for advising their guests of the appropriate attire while visiting the club and for any events. Members should not confront any other member or guest at the club and make any comments about possible attire non-compliance. Rather, they should discretely bring the matter to the attention of management on duty and allow management to address the situation.

6. **Automobiles.** Automobiles must be parked in the proper direction within designated parking areas on the club grounds. All "no parking" and handicap restrictions shall be observed. If a handicapped person is not present, the vehicle bearing a handicap designation should not be parked in spaces reserved for the handicapped.

Vehicles shall not be parked in the driveways at any time (except in designated parking areas) or at the entrances of the clubhouse unless an attendant is on duty. Posted speed limits, exit, stop and other signs shall be observed. The club is not responsible for damage or loss which occurs to vehicles or their contents while parked on club grounds.

7. **Behavior.** Anyone on club premises acting in a disorderly, disruptive or offensive manner will be asked to leave. Any type of harassment to staff or club members or guests will not be tolerated. Members who engage in any conduct prejudicial to the good order or welfare of the club or other members or guests or in violation of the club's rules, policies or by-laws may be subject to disciplinary action. Please refer to Rule #24 Discipline for potential sanctions that may be applied.

8. Bidding and Purchasing Procedures. The reputation of the club for its honesty, fairness, and integrity is vital to its operational success. To meet its responsibilities to members, staff, and the community, and to ensure the club receives the best possible products and services at a fair market price, it is the club's policy to require at least three proposals, where practical, in the procurement of all goods, services, and contracts. Exceptions may be made in emergency circumstances or when, in the judgment of the Board of Directors, an exception is warranted. A final selection is generally based on factors such as cost, quality of products or services, ability to accommodate club schedules, and other factors. The Board of Directors shall have the final authority on all bidding and purchasing procedures, and may delegate this authority as it deems necessary and proper.

9. Billing. Statements are to be paid by the end of the month in which they are sent. If a member elects to receive his or her monthly statement via U.S. Mail or email, they may pay by check or electronic bill pay. Monthly statements may be paid in full by credit/debit card or automatic bank draft if the member agrees to receive their monthly statement by email and authorizes the club to automatically charge the full amount of the statement on the 10th day of the month. The club only accepts MasterCard, Visa, or Discover cards. All questions or disputes concerning dues and charges shall be addressed to the club business office. Finance charges and other consequences will be applied to member accounts that are delinquent as follows:

- 30 days delinquent: All accounts 30 days or more delinquent shall incur an 18% per annum finance charge on the unpaid balance until paid in full. Member may receive a verbal or email communication before receiving a letter regarding their delinquency.
- 60 days delinquent: Member will be advised by email, letter, or other communication that they may use the club on a cash only basis.
- 90 days delinquent: Any outstanding credit book will be applied to the member's outstanding balance. Member will be suspended from the club. Monthly dues will be suspended when the member's privileges are suspended.
- 150 days delinquent: Accounts not settled or resolved (or a payment plan acceptable to the club is put in place) will have a credit record claim recorded and the club may seek resolution in small claims court. Members agree that they will be responsible for all court, attorney, and other costs of collection.

Reinstatement of the member's privileges requires payment of all charges, finance charges, and collection costs, plus dues for the months while suspended.

Credit cards are not accepted as payment for monthly statements, except as provided for above..

The club will assess a \$30 processing and handling fee for any check returned to the club as "NSF" or dishonored for any reason.

10. Board Meetings. Board meetings are open to all voting members, except when the Board convenes in closed or executive session to consider confidential matters. Members may make presentations at Board meetings after they have asked to be placed on the agenda before the meeting. Oral presentations are generally limited to five minutes.

11. Board and Committee Minutes. The minutes of Board meetings will be posted on the bulletin board and the club's website. Board and Committee Minutes are maintained in the club's business offices and are available to club members for review.

12. Business Offices. The club's business offices are restricted to designated employees, members conducting club business, club officers, and Board members. Use of the club's business machines, including, but not limited to, copiers, computers, postage meter, and fax machine is prohibited, except for official club business.

13. Cards/Games. Playing of cards or other games is permitted only in rooms or areas set apart for such purposes or as approved by the Board of Directors or the General Manager. Only members and guests accompanied by a member are permitted to play cards and participate in games. The General Manager shall have the authority to discontinue any games which, in his/her opinion, may be objectionable, interfere with the proper use of the club by other members, interrupt its harmony or jeopardize its business licenses.

14. Cellular Phones. Out of respect for members and their guests, the use of cellular phones is discouraged in any public areas of the club. It is recommended that all cell phones be placed on vibrate and members return their calls in a suitable location within or outside the club.

15. Charges and Chits. Members must sign a chit for all services and goods using a legible signature and account number. Members often choose not to sign their chits. If they chose not to sign a chit, they are financially responsible for unsigned chits unless they can provide reasonable proof that they did not purchase the services or goods, or are not otherwise responsible for the purchase(s). A member who signs a chit with another member's name or number, or permits an unauthorized individual to sign his or her name or number, or signs for transactions after having been notified his or her privileges have been suspended, shall be subject to disciplinary action.

16. Children. The club is a family oriented facility and welcomes all members and their children to participate in club activities. For the safety of the children and others and to prevent property damage, children under 12 years of age must always be accompanied by an adult. Children under 12 years of age are allowed in the Fitness Center, locker rooms or swimming pool only if they are accompanied and directly supervised by a responsible family adult.

Members will be held responsible for the conduct of their children and their children's guests while they are on club property and for their adherence to all of the rules and regulations of the club. Any damage to club property or facilities by a member's child or a member's guest's child may result in the member being responsible for reimbursement to the club for the amount of damage and costs incurred. Members may be disciplined for their children's or a member's guest's child violations of club rules and regulations.

17. Club Name and DBA. Members should not use the club's legal or DBA names in any solicitation for business or charitable purposes, or any publication or writing without the consent of the Board.

18. Communication with Members. The club regularly publishes information regarding club activities and announcements on its website at www.rockportcc.com. The club will publish and send emails to communicate upcoming events and activities and other important membership information. In addition, the club will publish a monthly newsletter on current events.

19. Complaints, Concerns, and Grievances. Member complaints, concerns, and grievances (herein “complaints”) shall be held in strictest confidence. They must be submitted by email or in writing by the complainant and appropriately addressed in the following manner:

- Complaints concerning club employees, club members or the club or its facilities shall be referred to the General Manager. The General Manager shall investigate the complaint and determine the action, if any, to be taken by the club. The General Manager shall advise the complainant of the action taken, if any.
- Complaints against the General Manager, a club officer or Board member shall be made by email or in writing directly to the Board of Directors.
- The decision of the Board with respect to all complaints shall be final.

20. Condominium and Rental Home Rules. Refer to General Manager.

21. Conflict of Interest. Any club or staff member having a direct or indirect interest in, or relationship with, any corporation, contract or firm that may be under consideration to enter into contract or other transaction with the club must make that relationship known to the General Manager. The member or staff person will not be allowed to be part of any discussions or negotiations between the club and the organization/firm under consideration.

22. Controlled Substances. Controlled substances (as defined by state and federal laws), other than those prescribed by a physician for medical reasons, are not permitted on club property. The sale, exchange or unlawful use of a controlled substance on club grounds is prohibited.

Persons found to be under the influence of a controlled substance while on the club premises, will be considered engaged in conduct detrimental to the best interests of the club and, where appropriate, the proper authorities may be notified. Additionally, the member may be subject to disciplinary action.

23. Decorations. Any member wishing to decorate a room or any part of the club, other than table centerpieces, must first obtain approval from the General Manager. The member is responsible for the prompt removal of all decorations after the function is over, at the member’s expense. Florists and decorators must clean up any waste before and after the activity. Nothing may be tacked, taped or nailed to the walls. Glitter, confetti, rice and bird seed are prohibited. Any damage that occurs will be charged to the member.

24. Directory. The membership directory may not be used by any member for commercial or charitable purposes, nor given to a non-member for any purpose. The directory is published solely for the social convenience of the members.

25. **Discipline.** The General Manager is required to notify the Board of any serious violation of the club rules. The Board reserves the right to discipline any member who violates club rules as defined in the club's By-Laws and Rules and Regulations. Discipline includes, but is not necessarily limited to, restitution, letter of censure, suspension or expulsion.

26. **Employees.** In the interest of orderly management procedure and discipline, members are not allowed to reprimand or issue orders to employees, but are requested to report any employee issues to the General Manager. Members are specifically requested to refrain from suggesting to employees items that may be pertinent to the improvement of club operations. All such suggestions or complaints should be made to the General Manager. Employees on duty are not permitted to leave the club premises on errands or for any other service for members. Members must not request special personal services from the employees of the club while they are on duty, unless approved by the General Manager.

It is club policy to refrain from employing members' immediate family.

Employees may not use club facilities, nor may employees be invited as a member's guest, without prior approval of the General Manager.

27. **Enforcement.** The management staff of the club are authorized to enforce these rules on behalf of the Board.

28. **Entertainment.** No performance by entertainers will be permitted on club property without the prior approval of the General Manager.

29. **Event Planning Policy.** See the General Manager for detailed policies pertaining to event planning policy and Rule 38 – Group Functions..

30. **Family Member Club Usage.** There are two categories of family members:

- **Immediate Family** consists of the RCC member and his/her spouse or domestic partner and all unmarried children under the age of 23 who are living at home or attending school full-time and minor grandchildren.
- **Extended Family** consists of children 23 years old or older, parents, grandparents, brothers, sisters, brothers-in-law, sisters-in-law, nieces, nephews and grandchildren of the member and his/her spouse or domestic partner.

Members may invite extended family members to dine with them on an unlimited basis.

Members of the immediate family are entitled to use of all RCC facilities as determined by the member's membership classification, i.e. associate member, regular member, etc.

Members of the extended family who reside within Aransas County may use the club facilities up to a maximum of twelve times per year. Members of the extended family who reside outside of

Aransas County may use each club facility up to a maximum of 24 times per year. (For extraordinary circumstances regarding family usage, contact the General Manager). The RCC member or a member of his/her immediate family should accompany any extended family member when using the club facilities, except by prior permission by the club General Manager waiving their attendance with the guest.

There are associated fees for any extended family member to use the swimming pool, fitness center or tennis courts. There is a charge for playing golf, which is the family green fee, as posted in the Golf Shop. All fees and expenditures by the extended family member while using any club facility shall be paid for with cash or credit/debit card and if not paid for that way will be charged to the member's club account.

It is the member's responsibility to adhere to all club rules and regulations and applicable law and ensure their extended family members sign in at all club facility venues and do not use the club's facilities in excess of the allotted number of times. The club will also monitor extended family member usage.

31. Fees. A current schedule of fees charged for use of various club facilities and services is available in the club's business office and the member-only section of the club's website.

32. Firearms/Fireworks. Firearms, other lethal weapons, ammunition and fireworks are not permitted anywhere on the club property, except as carried by authorized law enforcement officers.

33. Fitness Center Rules. See Addendum A.

34. Food and Beverages. Members and guests may not bring food or beverages of any kind onto the club premises without the approval of the General Manager. All food and beverage items purchased from the club are to be consumed on club premises (except for take-out food orders).

Take-out orders are available for many meals except buffets and brunches.

Food and beverages may be served only in those areas of the club premises designated for this purpose and during specified hours.

35. Fund-Raising. It is contrary to club policy to sponsor functions or fund-raising efforts for the benefit of a political or charitable cause, except as specifically permitted by the Board. Any signage pertaining to the event must be approved by the General Manager before it is displayed.

36. Golf Rules. See Addendum D.

37. Gratuities. The club does not assess any automatic service charges on food and beverage purchases. Therefore, gratuities from members and guests are encouraged and expected as they represent an integral part of the compensation paid to employees who serve members and guests. Gratuities may be paid in cash, by credit/debit card, or added to the chit by the member or guest. If a member or guest fails to sign his or her food & beverage chit, a 16% gratuity (excluding sales tax) will be automatically added to the chit total. In addition, an automatic 18% gratuity (excluding tax) will be added to the chit or chits for all parties of eight (8) or more. If a cash gratuity is given, the

waiter will adjust the chit accordingly. Suggested gratuity amounts will appear at the bottom of each chit (16%, 18%, 20%).

38. Group Functions. The facilities of the club are intended primarily for the use, accommodation, and enjoyment of members and guests. None of the club's facilities shall at any time, in any manner, be made available to members of the general public or to any non-member group or organization without prior consent of the Board or unless otherwise provided for in these Rules and Regulations.

If a member wishes to host a group function that may include other members or non-members, the host member must enter into an agreement with the club that sets forth the club's policies and requirements with respect to such group functions.

In the event a member or the Board of Directors is willing to sponsor a non-member hosted group function, and the non-member host enters into the same type of agreement that a member is required to enter into with the club, such member or Board sponsored events may be held at the club subject to the following requirements: (i) the event may not be given any preferential financial terms compared to member sponsored group functions, (ii) the host and all guests must be subject to the same policies and Rules and Regulations applicable to all members and guests, and (iii) financial arrangements must be made in advance of the event such that the club will be assured of full compensation for the goods and services provided to the event. A copy of the Board approved Event Policies and Agreement may be obtained from the General Manager.

Club sponsored events will have first priority for utilization of Club facilities followed by member hosted events, and then non-member hosted events.

39. Guest Club Usage. Use of club facilities (golf course and driving range, dining facilities, swimming pool and fitness center, and tennis courts) by guests (individuals not in an RCC member's immediate or extended family) is limited to the following.

Guests who reside in Aransas County may use the club facilities up to twelve times per year. Guests who reside outside of Aransas County may use the club facilities up to a maximum of 12 times per year, not to exceed two (2) times per month. The hosting RCC member or a member of his/her immediate family must accompany the guest when using the club facilities except by permission of the club General Manager waiving their attendance with the guest.

Daily use fees for guests using the club's various facilities shall be established by the Board of Directors and shall be posted in the Golf Shop and on the club Bulletin Board.

Guests of a member who visit the club to play cards, Mahjonn, etc. may use the club facilities for that purpose as approved by the club General Manager, but must pay a house use fee per visit as set by the Board of Directors. The house use fee and or the cost of the lunch must be paid in cash or by credit/debit card.

Except as allowed by the club General Manager, a member shall not invite any individual as a guest who has resigned their club membership in the six (6) months prior to the invitation, or, who has

been suspended or expelled from the club unless such person has been reinstated or the person's record has been cleared thus making the person eligible for reinstatement.

The Board of Directors may, at its discretion, allow certain groups of individuals an exemption to any parts of this policy when it is deemed beneficial to the club.

It is the member's responsibility to adhere to these regulations and ensure their guests sign in at all facility venues in order for the hosting member's account to be charged the appropriate fee and to ensure their guests do not use the club's facilities in excess of the allotted number of times. The club will also monitor guest usage. Except for guests that visit the club to play cards, all guest fees incurred and all green fees, dining and other expenditures by a guest must be billed to the hosting member's club account unless the guest pays for all fees and other expenditures with cash or a credit/debit card or other payment arrangements have been approved by the General Manager before the fee or other expenditures were incurred.

40. Holiday Fund. Subject to annual review and approval of the Board of Directors, each member's November monthly statement will be charged an amount of money determined by the Board of Directors as a contribution to an Employee Holiday Fund, which will be distributed to all club employees except the General Manager. This non-deductible gift provides the membership an opportunity to show its appreciation for employee efforts. Should a member not wish to participate in this fund, he/she may contact the club office and have the contribution credited back on the following month's statement. The Employee Holiday Fund shall be distributed in its entirety to employees in the discretion of the Board of Directors. Any applicable employee and Club income taxes in connection with Christmas Fund distributions will be withheld from the employees' payments.

41. Hours of Operation. The club is generally open Tuesday through Sunday and normally closed on Monday. During the course of each year, the club may be opened or closed at different times and days depending on holidays and special events. The club facilities shall be open at such times as are published by the General Manager with the approval of the Board of Directors. Any member remaining in the club or on the club premises that prevents the closing of the clubhouse or premises shall be subject to disciplinary action by the Board.

42. House Rules: See Addendum E.

43. Indebtedness. The Board of Directors, in its sole discretion, may limit the credit extended to members on an individual basis.

44. Indemnity, Assumption of Risk, Hold Harmless. Any member, guest or other person, who, in any manner, makes use of or accepts the use of any cart, equipment, apparatus, appliance, facility, privilege or service whatsoever owned, leased or operated by the club, or who engages in any contest, game, function, exercise, competition or other activity made available, operated, organized, arranged or sponsored by the club, either on or off the club's premises, shall do so at his or her own risk.

Members, their family members and their guests hold the club and its directors, officers, employees, representatives and agents harmless from any and all loss, cost, claim, personal injury, property

damage or liability sustained or incurred by any of them resulting from any non-willful act or omission of any director, officer, employee, representative or agent of the club. The use of club facilities by the member or other person shall constitute an acknowledgment of that person's agreement to the foregoing indemnity, assumption of risk, and hold harmless release provisions.

45. Infractions. It is each member's responsibility to report infractions of the club's By-Laws, these Rules and Regulations and published club policies. Such reports are to be given to the General Manager.

46. Liability Release and Waiver of Claims. The club, its directors, officers, employees, representatives and agents are not liable for any injuries to persons or damage to or loss of property involving members, guests or other persons on the club premises. Each member agrees to indemnify, waive any claims, and hold the club, Board, officers and employees harmless from and against any and all claims made by the member, their guests or invitees occurring on the club premises for personal injury, damage to, or loss of property not proximately caused by the gross negligence, willful or wonton conduct of club employees. The use of club facilities by the member or other person shall constitute an acknowledgment of that person's agreement to this release of liability and waiver of claim.

47. Locker Rooms, Lockers, Towels. Children under the age of 12 may enter the men's or ladies' locker rooms only if they are accompanied by an adult member or guest. Towels and other locker room supplies shall not be removed from the club's property.

All lockers will be available on a first-come, first-serve basis from the locker waiting list. Locker rights are not transferable between members. Locker fees are subject to change without notice and are not included in the club dues. Upon termination of locker privileges, a member or a deceased member's representative is responsible for the removal of the member's possessions. Any possessions not promptly removed upon termination will be removed by the club and held for 30 days.

48. Mail, Residence, and Email Addresses. Each member shall be responsible for promptly filing his or her mail, residence, and email address changes with the club office or on the club website at www.rockportcc.com .

49. Mailing and Email Lists. The club's mailing list and email list shall not be used for any commercial purpose. Charitable and other solicitation of the membership may only be made by specific Board authority. Such solicitation must be under the club's control and the mailing list should never be released to a non-member.

50. Minimum Food and Beverage Charges. Like most clubs, RCC requires all members to spend a monthly minimum on food and beverages. Any member who fails to incur the minimum charge for food and beverage consumption for their membership category will be assessed an amount equal to the difference between the amount incurred by the member and the applicable food and beverage minimum. Food and Beverage minimum amounts and all matters related thereto shall be established by the Board of Directors from time to time in their discretion.

The minimum may be satisfied with any and all food and beverage purchases, excluding tax, gratuity, tournaments, and special event purchases (e.g., Member-Guest, MGA Annual Dinner, Birdie Kup, etc.).

Food and beverage purchases by family, extended family, and other guests will not count towards satisfying the monthly minimum unless they are charged to the member's account.

51. Notices. No notice shall be placed on any club bulletin board or any other place on club premises without the approval of the General Manager.

52. Policies. The Board adopts and publishes club policies relating to various club matters. Some policies are incorporated into these Rules and Regulations and others are published in the club's newsletters, website, emails, or posted on the club's bulletin boards. Each member has a duty to keep informed of and abide by the club policies as published.

53. Property. Club property removed, damaged or destroyed by a member or a member's family or guest will be charged to the member. The member may also be subject to disciplinary action. The club is not responsible for any private property belonging to a member or a guest. No club property or equipment of any kind shall be removed from the club premises without explicit approval from the General Manager and signing of a receipt by the member. No person may use the equipment or other articles of another member or remove such property from another member's locker unless prior consent is obtained in writing.

54. Publicity and Social Media. The club is a private club. The recreational, social, governance, and other activities of the club are intended for the benefit solely of its members and their guests. Accordingly, the club neither seeks nor welcomes publicity outside of the membership about its activities, including social media outlets. Club initiated or sponsored communications posted or promoted on social media outlets owned or controlled by the club are excepted. Members should not voice nor post complaints, concerns, or criticisms regarding the club or any of its affairs and activities. Procedures for expressing these sorts of matters are addressed in Rule # 19 above relating to Complaints.

Inquiries from the media concerning the club, its members or practices shall be directed to and solely responded to by the General Manager or President. No other member or club employee shall discuss club events, policies, rules, By-Laws or affairs with the media or on social media.

No member or club employee shall initiate, address or solicit to the club any communication intended to appear in any newspaper, periodical or other publication, including social media, not directed solely to members.

The use of photographic or video equipment in the clubhouse or on the club premises without the prior permission of the General Manager is prohibited. At the discretion of the Board or the General Manager, permission may be granted to take pictures at a party or function on the club premises. Any member or guest who knowingly appears in any photograph or video taken by club employees or agents consents to the publication of such photos and videos by the club.

55. Reciprocal and Non-Member Play. Members of USGA recognized clubs and other golfers may use each of the club facilities at such times and days as may be established by the Board of Directors from time to time. Daily use fees shall be set by the Board of Directors and posted in the Golf Shop.

Visitors from other clubs and other golfers must sign-in at the Golf Shop. Guests from other clubs may be billed through their sponsoring club in the discretion of the Head Golf Professional or General Manager.

RCC members using reciprocal privileges at other clubs are advised to obtain a letter of introduction from the club's office or have the club's golf professional call ahead prior to visiting another club. Members will be governed by the house rules of the club they visit.

56. Reservations. It is the responsibility of each member to make reservations for dining or other use of the club when appropriate. Reservations shall be in the name of the person requesting the reservation. The membership number should be given. Members may not have "standing reservations" for a specific table. Requests for a certain table will be honored on a first-come first-served basis. The club has the right to refuse to seat a member who has no prior reservation when reservations are full. Members are requested to cancel their reservations should their plans change. Should members not cancel their reservations; the following charges will be assessed:

- For special-priced events, reservations must be canceled at least 24 hours prior to the reservation time. If the reservation is not verbally canceled or the member(s) are no-shows, the member(s) will be charged for the entire cost of the event for each member or guest in the reservation.
- For a table of eight or more for a regular open menu dinner, reservations must be canceled at least six hours prior to the reservation time. If the reservation is not verbally canceled or the member(s) are no-shows, the member(s) will be charged \$10.00 for each member or guest in the reservation.

57. Smoking and Vaping. Smoking, including vaping, is not allowed inside of any of the club's facilities.

58. Solicitations. No demonstration or solicitation on behalf of any political, sectarian or other group shall be made in the clubhouse or on club property, nor shall printed matter on behalf of any person, party or legislation be distributed in the clubhouse or on club grounds. Members may not be solicited for any reason.

59. Stationery. No member or guest shall use any stationery bearing the name, DBA, seal, or logo of the club for business or similar purposes, nor date or address from the club any paper or communication, including emails, intended or likely to be printed or published in any newspaper, magazine or other publication. The telephone number of the club shall not be listed on any private stationery or advertised as the business telephone of any member or guest.

- 60. Suggestions.** Suggestions to improve the club's facilities and services are welcome. Suggestions should be made in writing and directed to the General Manager. They can be delivered by mail, personally or by email.
- 61. Swimming Pool Rules.** See Addendum B.
- 62. Telephone.** The club telephone number may not be advertised or used as the business number of any member. Member and guest use of the club's telephones is limited to toll-free local calls unless a telephone calling card is used.
- 63. Tenant Rules.** See the General Manager.
- 64. Tennis Center Rules.** See Addendum C.

ADDENDUM A
FITNESS CENTER RULES AND REGULATIONS

1. Attire:

A. Proper fitness attire is required at all times. Sandals and bare feet are not allowed. It is recommended that comfortable sneakers be worn when using the equipment.

2. General:

A. All members and guests must register to use the Fitness Center.

B. Family Member and Guest Policies – See #30 Family Member Club Usage and #39 Guest Club Usage.

C. Children of members and guests must be at least 16 years of age to use the facilities.

D. Although use of the fitness equipment is not generally hazardous by its nature, use of equipment carries some risk of injury. Serious injuries are not common in fitness centers, however, it is only possible to minimize, not eliminate risk.

E. Use of the equipment is at the user's own risk. See #44 - Indemnity, Assumption of Risk, Hold Harmless and #46 - Liability Release and Waiver of Claims.

F. All persons agree, by registering for use of the facilities, to pay or reimburse the club for any and all charges arising out of or resulting from breakages, shortages or damages to equipment caused by their use other than ordinary wear and tear.

G. The member (or sponsoring member if the user is the guest or immediate family of a member) and all guests agree to indemnify and hold the club, its officers, directors, employees, agents and representatives harmless from any and all claims for injury, damage or claims of any other nature whatsoever, whether to person, property or both, that may arise or result from use of the Fitness Center equipment.

3. Fees:

A. Guest fees must be charged to the sponsoring member's account.

4. Hours:

A. The Fitness Center will be available for use 24 hours per day, seven days per week with access controlled at all times by a security system.

B. Members wishing to use the Fitness Center must purchase a security card through the club office that will give access to the facility. The card may not be given to any other member or a guest for their use.

5. Fitness Center Rules and Etiquette:

- A.** No food or beverages are permitted in the Fitness Center, except for water or sport drinks, which must be in a plastic or metal container.
- B.** There is a 30-minute limit on cardiovascular machines when others are waiting.
- C.** When leaving the Fitness Center, members are asked to turn off the lights and the TV, if there are no other members/guests in the center.
- D.** Each member/guest is requested to wipe off each machine they use before going on to another machine. A disinfectant spray and cloth are available in the center. Everyone is encouraged to use the hand sanitizer that is also provided.
- E.** Members should report machine malfunctions to the office.
- F.** The use of amplified sound systems is prohibited in the Fitness Center.
- G.** Cell phones must be silenced while in the Fitness Center and phone conversations must be conducted outside of the workout room.
- H.** Anyone not adhering to the foregoing rules or exhibiting inappropriate behavior shall be required to leave the Fitness Center.

ADDENDUM B
SWIMMING POOL RULES AND REGULATIONS

1. Attire:

A. A proper swimsuit must be worn by any member or guest planning to enter the pool. Cut-offs, work out attire, and shorts are not acceptable. Bathing suit attire is not permitted in the Fitness Center, club house or on the golf course.

2. General:

A. All members are required to register before entering the pool area.

B. When the entrances to the swimming pool area are open, the pool is available for use. When the entrance is locked, the pool is closed for swimming.

C. Family and Guest Policies – See #30 Family Member Club Usage and #39 Guest Club Usage.

D. The club does not provide any lifeguard services at the pool. Members and guest use of the pool is at their risk. See #44 - Indemnity, Assumption of Risk, Hold Harmless and #46 - Liability Release and Waiver of Claims.

E. The club will not be held responsible for lost or missing personal articles.

F. The use of personal amplified sound systems is permitted in the pool area. However, other members and guests must be considered and shall be accommodated if they request the sound be turned down.

3. Fees:

A. Guest fees must be charged to the sponsoring member's account.

4. Hours:

A. The pool is open for use year-round within the restrictions of 2.B (above) of these Swimming Pool Rules and Regulations.

B. Members wishing to use the pool must purchase a security card through the club office that will give access to the facility. The card may not be given to any other member or a guest for their use..

5. Swimming Pool Rules and Etiquette:

A. No person shall enter the pool with an open or infectious wound or contagious disorder.

- B.** No items other than swimming toys and aids will be allowed in the pool. This particularly applies to tennis and golf balls, which can damage equipment and are safety hazards.
- C.** Chewing gum and glass containers will not be permitted in or around the pool area.
- D.** Only non-oily sunscreens may be used in the pool area.
- E.** Children under the age of 12 will not be permitted inside the pool area unless closely supervised and accompanied by an adult.
- F.** Running, pushing or horseplay cannot be permitted in the pool area and tag games must be restricted to the water only.
- G.** The lap-swimming lane, if present, is reserved for adults.

**ADDENDUM C
TENNIS RULES AND REGULATIONS**

1. Attire:

A. All players are required to wear proper tennis attire. Only non-marking shoes are allowed on the courts. Jeans or cut-offs are not appropriate. Men must wear a shirt.

2. General:

A. Players must register before playing on any court.

B. The use of the tennis courts is restricted to club members and their guests.

C. The Tennis Committee may reserve the courts for tournaments and other events.

D. Family and Guest policies – See #30 Family Member Club Usage and #39 Guest Club Usage.

E. Member and guest use of the tennis courts is at their risk. See #44 - Indemnity, Assumption of Risk, Hold Harmless and #46 - Liability Release and Waiver of Claims.

3. Fees:

A. Club members and players in tournaments conducted at the club are required to pay entry fees.

B. Guest fees must be charged to the sponsoring member's account.

4. Hours:

A. The tennis courts are available at such times as may be established from time to time by the Board of Directors or the General Manager.

5. Tennis Court Rules and Etiquette:

A. All players are required to wear proper tennis attire. Only non-marking shoes are allowed on the courts. Jeans or cut-offs are not appropriate.

B. No players will be permitted on the courts without shirts.

C. Glass containers are not allowed on the courts.

D. Reservations may be made for a specific time, but not for a particular court.

E. When all courts are occupied, players shall, upon request, surrender their court at the conclusion of the third set or one and one-half hours, whichever comes first.

F. The throwing of tennis racquets, hitting balls against windscreens and the use of loud or abusive language will not be allowed.

G. The use of personal amplified sound systems is prohibited in the tennis court area.

H. At the end of play, members and their guests are requested to remove their Styrofoam cups, towels and trash from the court and deposit these items in the appropriate receptacles.

ADDENDUM D GOLF RULES AND REGULATIONS

These rules are necessary for the maximum enjoyment and safety of those who use the golf course. It is hoped that the pride we have in our club and the consideration we have for our fellow members and guests will assure willing observance of the following rules:

1. Attire:

Members, spouses, juniors, and guests are expected to dress in accordance with the commonly accepted customs of a country club and the traditions of the game of golf. Proper golf attire must be worn on the course and practice areas at all times.

- A.** Golf apparel and clothing sold in the Golf Shop or worn by players on the PGA Tour, Senior PGA Tour, and the LPGA Tour are always allowed.
- B.** Men may wear collared or mock turtleneck shirts. Shorts must be of appropriate length. The following are not allowed: tank tops, tee-shirts, cut-off shorts, sleeveless shirts, non-golf cargo shorts, tennis shorts, gym shorts, jogging clothes, tank tops, and swimming attire.. All caps must be worn properly with bill forward.
- C.** Ladies may wear collarless golf shirts or sleeveless golf shirts. Shorts must be of appropriate length. The following are not allowed: cut-off shorts, tennis shorts, gym shorts, jogging clothes, tank tops, and swimming attire. All caps must be worn properly with bill forward.
- D.** Shoes may have flat or soft spikes, and should be worn at all times on the golf course to protect golfers from slipping on wet or uneven terrain. Metal spikes are not allowed. Tennis and running shoes are allowed. Shoes must be worn. No bare feet or sandals are permitted, except for golf sandals.
- E.** Members should not confront any other member or guest at the club and make any comments about possible golf attire non-compliance. Rather, they should discretely bring the matter to the immediate attention of management on duty and allow management to address the situation.

2. Control of Play:

- A.** The rules of the United States Golf Association shall govern all play except when modified by the local rules and ground rules.
- B.** All members that wish to play in club events must establish a USGA handicap through the Golf Shop.

3. Registration:

- A.** Members and guests must register in the Golf Shop before playing or practicing.

4. Hours of Play:

A. The golf course hours are 7:30 A.M. to dusk Tuesday through Sunday. The course is closed on Mondays. During the course of each year, the course may be opened or closed at different times and days depending on holidays, special events, or golf course maintenance.

5. **Guests:**

A. All guest fees are posted in the Golf Shop.

B. All guest fees include the fee for use of a golf cart. Guests may walk while playing golf but the cart fee will still be charged.

C. Clergy serving a church in Aransas County will be permitted to play golf with no green fee, but use of a golf cart is required and the regular cart fee will be charged.

D. A guest who is a tenant of a property that is within RCC and whose owner is a member of RCC in good standing and maintains an RCC membership for that property may apply for tenant guest privileges. Such guest will be charged the reciprocal green fee posted in the Golf Shop.

6. **Golf Carts – General:** In order to prevent injury to the course, as well as individuals, and to make the carts available to golfers on an equitable basis, it is necessary for cart drivers to follow the rules below:

A. All members and guests must sign for the use of carts – either club-owned carts or private carts – in the Golf Shop before starting play. Carts will be controlled by Golf Shop personnel.

B. Persons at least 16 years of age who hold a valid driver's license may rent and operate the club's golf carts. Persons under the age of 16 or those who do not have a valid driver's license may not operate a club-owned cart.

C. There will be no golf cart reservations and carts may not be rented more than one hour prior to use.

D. For the protection of the course as well as the riders, no more than two people shall be on a cart at any time and no more than two golf bags may be attached to the cart. Members are encouraged to “team” up on golf carts. It is recommended that no more than two golf carts per group when playing a foursome or fewer players.

E. Weather and other conditions may, at times, affect whether or not carts may be used and how they may be used on the golf course. The Golf Course Superintendent shall have full authority to determine whether or not golf carts may be used on the course and to determine the manner in which carts may be used.

F. **All carts must remain on cart paths around all tees and greens.** Carts must not be driven on any tee, through or very close to any sand trap or water hazard or within 50 feet of any green. The only exception to this is if the golf cart is on a paved cart path. White lines

may be put down or rope may be strung to mark areas where carts are prohibited. Carts must stay on the cart path on all par three holes and on all other holes when so designated. On all holes the Golf Course Superintendent will place a sign in the fairway, short of the green, to indicate that no golf carts are allowed past that point. The 90 degree rule should be followed as much as possible when carts are allowed off the cart paths.

G. Operators of golf carts should avoid following the same path from tee to green unless on a paved cart path. Spreading out carts when driving off the paved paths minimizes concentrated wear.

H. Golf cart rates are available in the Golf Shop.

I. All individuals who operate a club-owned cart are responsible for any damage to the cart or the golf course.

J. Violation of any of these rules may result in temporary or permanent loss of cart-usage privileges.

7. Golf Carts – Private:

A. All private carts must pass inspection by the Golf Professional and be registered with the club before they can be used on the golf course. Inspection is required every year. A sticker will be issued when a private cart has passed inspection, and an annual inspection fee will be assessed and not be pro-rated. To pass inspection, carts must have good tires; good body and paint condition, and be free of any mechanical defects. The inspection does not constitute a certification or warranty in any respect by the club that the private cart is in safe condition to operate.

B. All carts must be electric and have four turf friendly tires. No gasoline-powered carts are allowed. Carts may be any color. The Board of Directors will determine the number of private golf carts and all private cart owners must be Resident Members.

C. Registered private cart owners may not loan their carts to other private cart owners. If a private cart owner lends his cart to a member who does not own a private cart, the user will be charged the club-owned cart fee for all use of the privately owned cart.

D. Private cart ownership includes the member and his/her spouse or domestic partner only, and any of their children less than 23 years of age and living at home.

E. Registered private cart owners are expected to use their private cart when they play golf. Excessive use of club owned carts by a private cart owner will result in a loss of private cart privileges.

F. If a registered private cart is non-operational for any reason and cannot be used by the private cart owner, the private cart owner must pay the prescribed fee for a club owned cart so long as the private cart is non-operational.

- G.** Registered private cart owners must pay the prescribed fee each time a cart is used.
- H.** Non-cart owners must pay the club-owned cart fee when riding with a registered private cart owner.
- I.** Owners of registered private carts are urged to obtain adequate insurance to cover the equipment and any liability that might arise from use of the cart.
- J.** Co-ownership of a registered private cart by more than one member is not allowed.
- K.** Privately owned cart trailers may not be parked on club property.
- L.** Private carts may only be used on the course by registered golfers.
- M.** Registered private cart owners are subject to all the rules and regulations listed in the Golf Carts – General Section (Addendum E, #6) of these rules and regulations.
- N.** Violation of any of the rules may result in temporary or permanent loss of cart usage privileges.

8. Golf Carts – Handicapped

- A.** Handicap flags will be issued only by the Head Golf Professional. To obtain a medical flag members must complete the required documentation provided by the golf shop staff and pay the handicap flag fee in effect from time to time. This flag entitles its user to a few privileges not available to other individuals while operating a golf cart.
- B.** Approved medical flags must be displayed on the cart at all times as required by these rules.
- C.** Disabilities that are not permanent must be re-certified on a semi-annual basis. A copy of the certification will be placed in the member's file.
- D.** Use of a handicap flag entitles the member to drive their cart, with caution, into some areas normally prohibited from cart use. However, at no time may the cart be driven within 10 yards of any green, tee box, or through or very close to any sand trap or water hazard unless the cart is on a paved cart path. Carts must remain on the cart path at all times on holes #3, #7 and #12, and any other areas where directed by the Golf Course Superintendent, the Assistant, or the Head Golf Professional when the Superintendent or his Assistant are unavailable. . . On all other holes the 90 degree rule should be followed as much as possible when carts are allowed off the cart paths.
- E.** Weather conditions may affect whether or not carts may be used and how they may be used on the golf course. The Golf Course Superintendent, the Assistant, or the Head Golf Professional when the Superintendent or his Assistant are unavailable shall have full authority to determine whether or not golf carts may be used on the course and to modify or

suspend handicap golf cart privileges. There shall be no handicap flag golf cart privileges on days that have been declared as cart path only or walking only.

F. Violation of any of these rules may result in temporary or permanent loss of handicap cart use privileges. Continued disregard of these rules may result in a suspension of golf privileges as so directed by the Board of Directors.

G. It is expected that all golf carts shall be operated in a safe and courteous manner. While 10 yards is the rule stated above, it is a minimum, and drivers are expected to use good judgement on where and where not to drive golf carts according to the nature of the game and general conditions of the course.

9. Playing Regulations and Etiquette:

A. The rules of the United States Golf Association shall apply and be observed by all golfers. Any existing local rules will be posted in the Golf Shop or on the back of the scorecard.

B. Players may not cut in on any hole.

C. Players should fill in all divots with sand provided on the golf carts and other locations on the course, rake footprints in sand traps, repair all marks on greens and observe all local rules.

D. If a group, regardless of the number of players, falls one entire hole behind for any reason, the slower group must invite the players behind to play through. The group must play through if failure to do so will delay following players. If the slow group is delaying play and an invitation is not extended to the following players, they should request to play through, and be allowed to do so.

E. No player should play from the tee until the players in front are out of range or play up to a green until the match in front has holed out and moved away.

F. In the interest of all, players should play without delay. Practice putting after play of a hole when other players are waiting is not permitted.

G. Players are responsible for any intentional or unintentional damage to private property during the course of their play.

H. Golf carts are not to be driven on private property during the course of play.

I. No ball is to be played from private property.

J. Single players may not play on weekends and holidays without permission of the Golf Shop personnel.

K. Playing in five-somes is allowed only with permission of the Golf Shop and only at the following times: After 10:00 AM on Saturdays and Sundays and all day on Tuesday through Friday.

L. Each player must have a golf bag and a set of golf clubs.

M. All players must start on hole #1 unless authorized by the Golf Shop to start on hole #10. Players coming from hole #9 will have preference over groups starting on hole #10.

N. The golf course and practice range are closed on Mondays, except for announced special occasions.

10. Practice Range and Practice Putting Green:

A. Practice is allowed only at the driving range, practice putting greens and practice net.

B. Chipping and pitching practice must be limited to the special greens on each end of the practice tee at the driving range.

C. The club course attire code applies to the practice areas also. (See Addendum E #1 Attire).

D. For safety and security reasons, no one is allowed off of the practice tees except for club personnel. Hitting or picking up balls on the range is prohibited.

E. Golf carts or other vehicles are not to be driven on the range or the practice tee.

F. The practice balls belong to the club and are to be used for the club range only. Removing and/or playing with these balls is strictly prohibited and could result in loss of playing privileges. The use of personal shag balls is prohibited.

G. Because of the location of the practice area, the club asks for the help of all members in enforcing these rules.

11. Miscellaneous:

A. The Golf Shop will provide matchmaking service to anyone who wants to play and to anyone who needs one or more players to complete a foursome.

B. Suggestions regarding any part of the golf course operations should be made in writing to the General Manager.

C. Practice range hours will be posted in the Golf Shop.

D. The club accepts no responsibility for injuries to anyone as a result of being struck by a golf ball or other actions of players. See #44 - Indemnity, Assumption of Risk, Hold Harmless and #46 - Liability Release and Waiver of Claims.

E. The Rockport-Fulton High School boys and girls golf teams will be permitted to use the golf course on weekdays during the golf season and to use the driving range for practice on weekdays with the supervision of their coaches. No practice will be allowed on Mondays. During the off-season, they are permitted to play subject to the discretion of the Golf Professional.

12. Enforcement of Golf Rules:

A. A golf course marshal may be employed from time to time at the discretion of the Board of Directors who will have full authority to direct all golf play and enforce all golf rules on the course.

B. Any player violating the club's golf rules will be subject to disciplinary action as determined by the Board of Directors.

13. Family and Guest Policies: See #30 Family Member Club Usage and #39 Guest Club Usage.

14. Golf Course Grounds: The RCC golf course grounds are the private property of the Rockport Country Club Members Association and are to be used by the membership and their guests for the sole purpose of golf activities. The following policies apply to the golf course grounds:

A. Club-owned golf carts, private golf carts and pull carts may be used by registered golfers. No other vehicular traffic (except approved grounds maintenance equipment) will be permitted on the grounds property.

B. Bicycles will not be permitted on any golf course property at any time.

C. An evening curfew for all golf course grounds areas is established at dark.

D. Recreational activity other than golfing (fishing, jogging, walking, cycling, soccer, football, etc.) is prohibited on the course and should be controlled and reported by members and club personnel.

E. Skates and skateboards are not permitted to be used on club property.

F. Two-wheeled motor vehicles are not permitted on cart paths.

G. The gates at both ends of the driving range area will be open during hours established or determined by the Head Golf Professional or General Manger.

15. Private Golf Outings:

- A. Private events of twenty (20) or more players must be approved in advance by the Golf Committee, with the exception of Monday events. In some cases, due to timing, approvals may be completed by email.
- B. No private golf outing will be allowed to have a “Shotgun Start” unless there are at least thirty (30) golfers. All outings with less than thirty (30) players will be scheduled as tee time event.
- C. Private events wishing to play on Saturday, Sunday, or a Holiday must be approved in advance by the Golf Committee. Generally speaking, these events must start no earlier than 11:00 AM or later to allow for member play in the morning.

ADDENDUM E
HOUSE RULES AND REGULATIONS

The Clubhouse shall be maintained for the use and enjoyment of the members, their families and guests. The following rules and regulations are in addition to the By-Laws adopted by the Board of Directors.

1. Attire:

A. Suitable attire is required at all times in the clubhouse. See #5 Attire.

2. Cards/games:

A. Playing of cards or other games are permitted in areas approved by the Board of Directors or General Manager. Only members and guests accompanied by a member are permitted to play cards and participate in games.

B. The General Manager shall have the authority to discontinue any games which, in his opinion, may be objectionable, interfere with the proper use of the club by other members, interrupt its harmony or jeopardize its business licenses.

3. Comment Cards:

A. Comment cards are available upon request and may be filled out by the member if they so choose. The cards may be returned with the signed check or dropped off at the club office.

B. The cards are reviewed by the General Manager and the House Committee. Whenever possible, the General Manager will respond to all members who write an unsatisfactory card to insure that the member is satisfied that the issue has been addressed.

4. Cellular Phones:

A. Out of respect for members and their guests, the use of cellular phones is discouraged in any public areas of the club. It is recommended all cell phones be placed on vibrate and that members return their calls in a suitable location within or outside the club.

5. Decorations:

A. Any member wishing to decorate a room or any part of the club, other than table centerpieces, must first obtain management approval. The member is responsible for the prompt removal of all decorations after the function is over, at the member's expense. Florists and decorators must clean up any waste before and after the activity. Nothing may be tacked or nailed to the walls. Glitter, confetti rice and bird seed are prohibited. Any damage that occurs will be charged to the member.

6. Family and Guest Policies: See #30 Family Member Club Usage and #39 Guest Club Usage.

7. Food and Beverages:

A. Members and guest may not bring food or beverages of any kind onto the club premises without the approval of the General Manager.

B. All food and beverage items purchased from the club are to be consumed on club premises (except for take-out orders).

C. Take-out orders are available for select menu items and meals.

8. Gratuities: See #37 Gratuities.

9. Hours of Operation: Hours of operation shall be determined by the Board of Directors and shall be communicated to members and be posted on the club Bulletin Board.

10. Locker Rooms:

A. No one under the age of 12 is allowed in the men's or ladies' locker rooms unless accompanied by an adult member.

B. All lockers will be available on a first-come, first-serve basis from the locker waiting list. Locker rights are not transferable between members. Locker fees are subject to change without notice and are not included in the club dues. Upon termination of locker privileges, a member or a deceased member's representative is responsible for the removal of the member's possessions. Any possessions not promptly removed upon termination will be removed by the club and held for 30 days.

C. Towels and other locker room supplies shall not be removed from the club property.

11. Reservations:

A. It is the responsibility of each member to make reservations for dining or other use of the club when appropriate. Reservations shall be in the name of the person requesting the reservation. The membership number should be given. Members may not have "standing reservations" for a specific table. Requests for a certain table will be honored on a first-come first-served basis. The club has the right to refuse to seat a member who has no prior reservation when reservations are full.

B. Members are requested to cancel their reservations when their plans change. Should members not cancel their reservations; the following charges will be assessed.

- For special-priced events, reservations must be canceled at least 24 hours prior to the reservation time. If the reservation is not verbally canceled or the member(s) are no-shows, the member(s) will be charged for the entire cost of the event for each member or guest in the reservation.
 - For a table of eight or more for a regular open-menu dinner, reservations must be canceled at least six hours prior to the reservation time. If the reservation is not verbally canceled or the member(s) are no-shows, the member(s) will be charged \$10.00 for each member or guest in the reservation.
- C. It is necessary to apply the above charges as food is made available for preparation for each reservation and, when members do not cancel, that food goes to waste and costs the club the value of the food.

12. Smoking and Vaping:

- A. Smoking, including vaping, is not allowed inside of any of the club's facilities.