

La Jolla Alta Master Council
“The Clubhouse”

1570 Alta La Jolla Drive
La Jolla, California



Rules and Regulations

REVISED AUGUST 2011

La Jolla Alta Master Council
“The Clubhouse”
1570 Alta La Jolla Drive
La Jolla, CA 92037
August 29, 2011

Dear Association Member,

Enclosed is a copy of our La Jolla Alta Master Council Rules and Regulations.

One of the primary objectives of our rules is to protect both the persons who use our facilities, and the Association. Some facilities are simple not safe or appropriate for young people. Adequate supervision is necessary to ensure safe use and to protect us all from potential liability.

It is not just young people, but everyone who must use our facilities in a safe and appropriate manner. This helps make the facilities more enjoyable, and helps ensure a safe experience. Unfortunately, on occasion it may still become necessary to take disciplinary action against anyone who does not respect and choose to comply with our rules.

Please read the rules and follow them whenever they apply. Members are responsible to give a copy of these rules to their tenants. Authorized non-member residents (tenants) should read the rules and agree to follow them. The rules are here to protect us all, and help enhance our enjoyment of La Jolla Alta Master Council.

Your Board of Directors
La Jolla Alta Master Council

La Jolla Alta Master Council
(858) 459-6903

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“LA JOLLA ALTA MASTER COUNCIL”
CLUB RULES & REGULATIONS
REVISED AUGUST 2011

PREFACE

The La Jolla Alta Master Council ("Council") is a non-profit corporation that owns and operates the La Jolla Alta Clubhouse ("Club"). The Club is governed by the Council's Board of Directors ("Board"), which has the authority and responsibility to maintain, preserve, control, and operate the Club. The Board exists to serve the needs of the membership.

The La Jolla Alta Clubhouse and its facilities is a private club for the exclusive recreational use of Council Members, authorized non-member residents, and authorized guests. Use of the Club is a privilege that can be suspended or revoked for violations of these Rules & Regulations.

The Club is located at 1570 Alta La Jolla Drive, La Jolla CA and may be used ONLY by its current members, authorized non-member residents and authorized guests.

These Rules & Regulations set forth the rights, duties and obligations of members, authorized non-member residents, and their authorized guests using the Club. These Rules & Regulations are approved and enacted by the Board to ensure the enjoyment and safety of all those persons who visit the Club and use its facilities.

DEFINITIONS

MEMBERS

The Members of the Council are legal homeowners of El Dorado (La Jolla Alta #1), La Jolla Alta #2, Ventana (La Jolla Alta #3), Crystal Bay (La Jolla Alta #4), Emerald Cove (La Jolla Alta #5), and La Jolla Custom Series. Each owner in these developments should have received copies of the Declaration of Covenants, Conditions, and Restrictions (i.e., "CC&Rs") to its respective Common Council and the By Laws of the La Jolla Alta Master Council when purchasing his/her home.

AUTHORIZED NON-MEMBER RESIDENTS

Authorized non-member residents are tenants/renters of El Dorado (La Jolla Alta #1), La Jolla Alta #2, Ventana (La Jolla Alta #3), Crystal Bay (La Jolla Alta #4), Emerald Cove (La Jolla Alta #5), and La Jolla Custom Series.

The term "Authorized Resident" is sometimes used in these Rules in lieu of "Authorized Non-Member Resident". **Please also see section B – TRANSFERRING MEMBERSHIP RIGHTS TO A TENANT**

AUTHORIZED GUEST

A guest is a non-member who is accompanied by a member or authorized non member resident of El Dorado (La Jolla Alta #1), La Jolla Alta #2, Ventana (La Jolla Alta #3), Crystal Bay (La Jolla Alta #4), Emerald Cove (La Jolla Alta #5), and La Jolla Custom Series. **Pease also see: Section A) USE OF CLUB, #9 – GUESTS**

“ADULT” MEMBER AND AUTHORIZED NON-MEMBER RESIDENTS

Adult members and authorized non-member residents are 18 (eighteen) years or older.

SUPERVISION

Supervision of children (13 years old or younger) means that the adult member or authorized non-member resident must be within visual and hearing distance of the children. It further means that the adult is controlling the behavior of the children in a disciplined manner so as to preclude inappropriate actions that may be dangerous or disruptive. The requirement for this supervision is applicable in all areas of the clubhouse and grounds.

RISKS AND RESPONSIBILITIES

ALL PERSONS USING THE CLUB'S RECREATIONAL AND FITNESS FACILITIES SHOULD FIRST OBTAIN MEDICAL ADVICE REGARDING THEIR LEVEL OF FITNESS AND THE RISKS OF USING THE FACILITIES. THE COUNCIL MAKES NO REPRESENTATIONS, EXPRESS OR IMPLIED, REGARDING THE SAFETY OF USING THE FACILITIES.

IT IS EXPRESSLY UNDERSTOOD THAT ALL PERSONS USING THE CLUB AND ITS FACILITIES DO SO AT THEIR OWN RISK AND AGREE TO HOLD THE BOARD AND COUNCIL HARMLESS FROM AND AGAINST ANY AND ALL CLAIMS, LOSSES, PERSONAL INJURY OR PROPERTY DAMAGE, EXCEPT IN THE CASE OF THE COUNCIL'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT.

THE CLUB IS A SMOKE-FREE FACILITY. THANK YOU FOR RESPECTING THE RIGHTS OF FELLOW MEMBERS TO BE FREE FROM THE EFFECTS OF SECOND- HAND SMOKE.

A. USE OF THE CLUB

1. ACCESS ID CARDS – See attached “Security System & ID Registration Form”

All members and authorized non-member residents, 14 (fourteen) years and older, must have an access identification card. **Children 13 (thirteen) years old and younger must be accompanied by an adult member or authorized non-member resident at all times while using the Club.** The adult member must supervise the children at all times. The access ID card is required for admittance to the Club and must be in the member's or authorized non-member resident's possession at all times for display to the Club Manager and his/her agents. The access ID card and video camera recorders register the attendance of members and authorized non-member residents. The accompanying adult member and authorized non-member resident is responsible for the appropriate conduct and adherence to the Club Rules & Regulations of their guests and any children 13 (thirteen) years old and younger.

There will be a one time fee of \$50.00 for each access ID card. The replacement card fee will be \$25.00 per card. The fees may be adjusted from time to time by the Board of Directors without amending these Rules. These fees for the access ID Card are non-refundable.

The access ID card is programmed to **open the front door** for upstairs access of the Clubhouse, Monday to Sunday from 9:00 a.m. to 5:00 p.m. The Clubhouse will be closed December 25th and January 1st.

The access ID card is also programmed to open the **west side gate and fitness room** for downstairs access from 6:00 a.m. to 10:00 p.m. There are no closure dates.

Members and authorized non-member residents will have their access ID cards programmed by the Club Manager upon filling out the "Security System & ID Registration Form" (a copy is at end of these Rules & Regulations) and agreeing to the following conditions:

- 1) Restricting access ID card usage to only the Member or the Authorized non-member resident named on the application.
- 2) Abiding by all Club Rules and Regulations, including: (a), not allowing the entry gate to remain propped open; and (b) turning off all lights and locking doors after use if no other Members/authorized non-member residents are immediately present.
- 3) As part of the supervision of children 13 (thirteen) years and younger:
POOL AREA – An adult (18 years or older) must keep minors in sight and hearing distance at all times.
SPA AREA and SAUNA - An adult (18 years or older) must physically be present.
FITNESS ROOM and TENNIS – An adult (18 years or older) must physically be present with minor/minors.

Any violation of the above conditions may result in forfeiture of all access privileges. Please note that the club manager and/or assistant manager is authorized and instructed to verify any person's right to be in the facility.

Members and authorized non-member residents are strictly forbidden to loan out their access ID cards to anyone. The ACCESS ID CARD is not transferable. Please also see Section 9 - Guests

Any member, authorized resident or authorized guest causing any damage to the Club will be held responsible for any damage he/she may cause. Failure to follow these Rules & Regulations may subject a member or authorized non-member resident to suspension or revocation of Club privileges and immediate removal from the premises at the discretion of the Club Manager or his/her representative or action by the Board. The Club Manager is authorized to use his/her discretion to deactivate an ID Card for infraction of these Rules & Regulations.

Access ID Card fees may change from time to time and will be disclosed to the member or authorized non-member resident upon applying for an access ID Card.

2. TRANSFERING MEMBERSHIP RIGHTS TO A TENANT

Renting the whole unit: When a Member desires to relinquish Club rights to a tenant, the Member must notify the Club Manager in writing of such relinquishment and deliver the Notice to 1570 Alta La Jolla Drive, La Jolla, CA 92037. In the Notice there are 3 (three) requirements the Member must state:

- 1) The Members are relinquishing their club privileges in favor of their tenants.
- 2) The length of the rental period.
- 3) The name(s) of any tenants 14 (fourteen) years or older in the home.

When the Notice is given to the Club Manager, the authorized non-member residents will be issued their own new access ID cards. The authorized non-member residents will have to pay the fees for new access ID Cards.

Upon issuance of the authorized non-residents cards, the Member's access ID cards will be deactivated.

When the Members do not provide the above Notice, access cards will not be issued to the new tenants.

Renting a room within a member's unit: When a Member desires to rent a room in his/her unit, the Member and the Renter of the room must come before the Board to get approval before the Renter can get an access ID Card. Board meetings are the third Wednesday of the month at 4:00 p.m., unless otherwise noticed. Please contact Club Manager to verify date and time, you will then be put on the agenda of the next board meeting.

3. COMMERCIAL USE OF THE CLUB AND FACILITIES IS STRICTLY PROHIBITED.

No member or authorized non-member resident may use the Club for monetary gain or holding meetings designed to obtain or advance a for-profit business activity.

Members and authorized non-member residents may not use the Club facilities for soliciting clients or for any commercial purposes.

Members or authorized non-member residents, who provide personal instruction for a fee, may use the Club and its facilities only as an **invited guest** of another member or authorized non-member resident. The member or authorized non-member resident using any personal trainer must register the trainer with the Club Manager.

4. CLUB MEETINGS

The Board generally meets on the third Wednesday of every month at 4:00 p.m. in the Sunrise Room of the Clubhouse. These monthly meeting times and dates may change. Other or different meeting times will be posted at the Club. Members are encouraged to attend the regular meetings and are requested to notify the Club Manager at least one week in advance of the Board meeting of any subject or topic that the member desires to have addressed by the Board.

The Council's Annual Meeting is generally held in February of each year. Specifics of the meeting will be mailed to each homeowner of record beforehand. Please attend in person or submit proxies beforehand so that a quorum is established and business can be conducted.

5. AUDIT/BUDGET/BOARD MINUTES

A financial audit and budget for the Council are prepared each year and mailed to members, and are made available at the Club, to members of record. Members may review Board Minutes at the office of the Club Manager with reasonable advance notice to the Club Manager.

6. COMMITTEES

The following committees may be appointed by the Board to assist in the operation of the Club: Building & Decorating; Grounds; Tennis/Fitness; Pools & Spa; Legal; Rule & Regulations; and, Social. The Board encourages members to participate in the committees and the Board retains the authority to establish additional committees as needed on a case-by-case basis.

7. CLUB HOURS

The Clubhouse is open with the Club Manager or his/her representative on duty every day of the week from **9:00 a.m. to 5:00 p.m.** The Clubhouse (upstairs facility) will be closed on Christmas and New Year's Day. Hours are subject to change and the Board reserves the right to close the Club for any reason.

The downstairs facility and grounds, which include the tennis courts, pools, spa, sauna and fitness room are open for extended hours from 6 a.m. to 10 p.m., with access through the west gate.

8. EXTENDED HOURS ACCESS PRIVILEGES – CLUBHOUSE UPSTAIRS ROOMS (OTHER THAN A PARTY RESERVATION)

After hours access will be granted to the five Association communities for monthly/quarterly board or committee meetings at the Clubhouse. The community access times may be from 7:00 a.m. to 9:00 a.m. and 5:00 p.m. to 10:00 p.m., depending when the communities conduct regular board meetings.

Extended hour access privileges will be given to members so they may attend their own community board meetings. Extended hour access will also be given to the manager of the community Management Company.

The five communities are the following:

- 1) Eldorado (La Jolla Alta #1)
- 2) La Jolla Alta #2
- 3) Ventana (La Jolla Alta #3)
- 4) Crystal Bay (La Jolla Alta #4)
- 5) Emerald Cove (La Jolla Alta #5)

It is the responsibility of the current presidents to let the Club Manager know if there are any changes regarding the date and time for the community board meetings. It is also the responsibility of the current presidents to let the club manager know when there are changes to Board positions, Management Company and Community's Manager.

Members and authorized non-member residents wanting after hour access for the upstairs rooms for regular meetings or activities, other than a party reservation, must have approval from the Board. There may or not be a cost involved. Members and authorized non-member residents can get approval by filling out a reservation form and coming to the regular board meeting for La Jolla Alta Master Council. On approval, the Club Manager will allow entry by access ID card or by an access code at the door.

9. GUESTS

Guests are permitted to use the Club **ONLY** when accompanied by an adult member (18 years old or older), or adult authorized non-member resident (18 years old or older). Each household is entitled to have a maximum of four (4) authorized guests at any one time of which one such guest may be a personal instructor.

Members and authorized non-member residents hosting out-of-town guests between 4 (four) and 30 (thirty) days may apply to the Clubhouse Manager for a temporary ID guest card for a deposit of \$25.00 per card. The temporary ID guest card allows a guest 14 (fourteen) years of age or older to use the Club **without being accompanied by an adult member**. When a guest is staying longer than a month, it must be approved by the LJAMC Board. The out-of-town guests may not have their own guests at the Clubhouse. The temporary ID guest cards are not transferable and must be returned after the authorized period, only at this time the deposit of \$25.00 will be refunded.

10. GUESTS INSTRUCTORS

Members and authorized non-member residents are permitted to have a guest instructor. **Tennis instruction is after 11:00 a.m.** Fitness room and pool instruction can be 6:00 a.m. to 10:00 p.m. Members are required to register their guest instructors with the Club Manager prior to the instruction.

11. PETS

Pets are not allowed at the Club except for service animals that provide disability assistance.

12. CLUB GROUNDS AND FACILITIES

Interior furniture may not be taken outside or moved from one room to another without permission from the Club Manager or his/her representative on duty. Appropriate dress is to be worn by members and guests at all times. Wet swimsuits and bare feet are not permitted in the Clubhouse. Trash should be placed in trash receptacles.

PLEASE REMEMBER TO LOCK OR PERSONALLY MAINTAIN ALL PERSONAL PROPERTY. THE BOARD AND COUNCIL ARE NOT RESPONSIBLE FOR THEFT OF PERSONAL PROPERTY.

13. BULLETIN BOARDS

Bulletin boards on the upper and lower levels of the Clubhouse are maintained by the Club Manager or his/her representative to post approved and appropriate information and notices. No other postings are permitted at the Club except as may be required by law.

14. LIBRARY

The library is located in the Sunset Room and is open the same hours as the Club house upstairs facility (see Section A – Use of the Club, #7 Club Hours). When a party is booked, please ask the Club manager for assistance about obtaining or leaving a book. The rules are:

- Take a book
- No checkout
- No return date

- Put returns and donated books in the basket or leave with the Club manager

Your donations are appreciated and duplicates are given to the Public Library.

15. SKATEBOARDS, ROLLER SKATES, ROLLER-BLADES, BICYCLES OR SIMILAR DEVICES

The use of skateboards, roller skates, roller-blades, bicycles or similar devices in the Club parking lot, Clubhouse, pool area and tennis facilities is prohibited.

16. VIOLATION OF RULES AND REGULATIONS

The Council shall have right to discipline a member, authorized non-member resident, or authorized guest for any violation of these Rules and Regulations. Discipline may include (1) a suspension of membership rights, including the right to use the Club, the member's voting rights, and the member's right to run as a candidate for election to the Board of Directors, and (2) monetary penalties. If necessary, discipline shall be imposed by the Council through disciplinary hearings held in compliance with Section 1363 (h) of the Civil Code, and section 7341 of the Corporations Code.

B. POOLS, SPA, AND SAUNAS

1. GENERAL

The pools, spa and saunas are intended for the peaceful enjoyment of its members, authorized non-member residents and authorized guests. All posted rules must be followed at all times while using the pools, spa, and saunas. The pools, spa, and saunas cannot be reserved for the use of private parties.

- NO LIFEGUARD IS ON DUTY AT ANY TIME.
- Supervision of children (13 years old or younger) means that the adult must be within visual and hearing distance of the children.
- Non toilet-trained children and incontinent persons may not use the pools and spas at any time.

No running, diving, horseplay, loud music or disruption is allowed in the pools or spa area and violation may warrant removal by the Club Manager or his/her representative. Pool furniture may not be reserved. Please refer to the specific rules and warnings posted in the pool and spa areas.

Members, authorized non-member residents or authorized guests must stay off the lane ropes in the lap pool; any damage may result in replacement costs to the user.

Members, authorized non-member residents and authorized guests are strongly encouraged to take a shower before and after using Clubhouse pools and spa as it will help improve health conditions, chemical levels and usage in pools/spa.

2. FOOD AND DRINK

Food can be consumed at the tables by the pool provided it is for personal use and not for a pool party or a large gathering. Please do not order food to be delivered to the pool area.

Non-alcoholic drinks may be consumed at the pool or in the Clubhouse only in **unbreakable** containers. Alcoholic drinks are allowed only during scheduled private parties in the appropriate Clubhouse rooms.

GLASS CONTAINERS ARE NOT PERMITTED IN THE POOL AND SPA AREAS AT ANY TIME.

3. SWIM WEAR

Swim suits must be worn while using the pools or spa. No wet bathing suits are allowed in the Clubhouse. Cover-ups and shoes are required when in the Clubhouse.

4. RECREATIONAL POOL

The recreational pool is located closest to the Clubhouse and is intended for members, authorized non-member residents and authorized guests who do not wish to swim laps. Up to 4 (four) authorized guests per member household (which may include a personal instructor) are permitted to use the pool at any given time. Only small flotation devices less than two square feet are permitted. Other flotation devices may be approved for use by the Club Manager on a case-by-case basis. **Swim diapers are not allowed.** Throwing objects, diving, excessive noise or horseplay, and use of glass objects are not permitted.

5. LAP POOL

The lap pool is located farthest from the Clubhouse and is intended for lap swimmers. It is heated year round to a temperature established by the Board. When the recreational pool is not heated during the fall and winter months, non-lap swimmers may use the lane closest to the tennis courts. Only small flotation devices less than two square feet may be used in this lane and only when the recreational pool is not heated.

Everyone is encouraged to defer to lap swimmers in this pool. Your cooperation is appreciated.

6. SPA

The spa is located next to the recreational pool and close to the locker rooms. The spa may be used by adult members, adult authorized non-member residents and up to four (4) authorized guests per household between 6 a.m. and 10 p.m. Children, 13 years or younger must be supervised by an adult member or authorized non-member resident who is also in the spa area, at all times. When not in use, please replace the cover and turn the timer switch to the "OFF" position in order to conserve energy and support local government requests. The spa should be used only by persons without medical problems or under the advice and approval of a physician. Non toilet-trained or incontinent persons may not use the spas at any time. Please refer to the specific rules and warnings posted in the spa area.

7. SAUNA

Saunas are located in both locker rooms and can be used during regular or after hours. The saunas should be used only by persons without medical problems or under the advice and approval of a physician. Children, 13 years or younger are only allowed in the sauna with supervision by an adult member or authorized non-member resident, who is also in the sauna area. No sprinkling of water over the rock elements is allowed.

PLEASE TURN OFF THE SAUNA, WHEN FINISHED.

C. TENNIS COURTS

1. GENERAL

Five hard-surfaced tennis courts are located west of the Clubhouse and lap pool. The tennis courts are primarily intended for the use of members and authorized non-member residents, although each household may have up to four (4) authorized guests (which may include a personal instructor).

Courts may be reserved for up to sixty (60) minutes for singles and ninety (90) minutes for doubles. During peak tennis usage hours (8:00 a.m. to 11:00 a.m.) members shall limit play if other members are waiting to play. "Limit play" means singles 1 hour and doubles 1 1/2 hour.

All players must register to use the courts and members must be prepared to show their access ID card and identify their authorized guests. Players reserving courts have priority over those players wishing to play without reservations. The reservation schedule is posted at the entrance to the Clubhouse.

If the Club Manager or his/her representative is not present, an open court may be reserved by registering all players on the reservation schedule posted at the Clubhouse. The reserved court must be vacated at the end of the time reserved and there is no allowance to finish a game. Proper tennis attire must be worn at all times, including tennis shoes and "T" shirts or similar cover up (e.g., shirtless or swimming attire are not allowed).

2. RESERVATIONS

Tennis reservation requests from members and authorized non-member residents will be accepted in the following order. First: in person at 9:00 a.m. at the clubhouse, two (2) calendar days prior. Second: telephone reservations by telephone via the clubhouse message recorder two (2) days in advance (you may start calling after 6:00 p.m.). Third: answered telephone calls to the manager on duty, beginning at 9:00 a.m., two (2) days calendar days in advance. Only one slot may be reserved at a time and all players must be present and ready to play within ten (10) minutes of the designated time or forfeit the court to waiting members.

All players must register to use the courts: Members and authorized non-member residents must be prepared to show their ID card and identify their guests during regular hours 9:00am to 5:00pm. Members and authorized non-member residents reserving courts have priority over those members or authorized non-member residents wishing to play without reservations. The reservation schedule is located just inside of the front entrance to the Clubhouse. Members or authorized non-member residents, who have reserved courts before 9:00 a.m. or after 5:00 p.m. (until closing at 10:00 p.m.) will have the schedule posted at the front door.

A tennis ball machine may also be reserved by members and authorized non-member residents for use during the hours of 11:00 a.m. to 4 p.m. when the Club Manager is on-duty. The tennis ball machine must be signed out from the Club Manager after receiving instruction for its use and accepting responsibility for damage caused by misuse or abuse. The Club is not responsible for any liability occurring from the usage of the tennis ball machine and abuse of this equipment may result in suspension of Club privileges.

3. COURT USAGE

All persons using the tennis courts must demonstrate they are capable of using them in a safe, responsible and appropriate manner, or shall be accompanied by a person who can assume full responsibility. **Tennis shoes** must be worn at all times and only drinks in unbreakable containers are allowed on the courts.

Lessons may be given only by reservation and after 11:00 a.m. The lesson will take place on court 3 (three) or the court specifically authorized by the Club Manager or his/her representative. Members and authorized non-member residents must register a guest instructor or a member/authorized non-member resident personal instructor when reserving a court for lessons. Under "Section A – Use of the Club", #3 "Commercial use of the Club and facilities is strictly prohibited", an example is noted.

Keep voices at a level that respects the quiet enjoyment of the Club by other members. At night, please use only one set of lights for the court in use and turn off the lights after usage if there are no other players waiting for the court. Observe common courtesy and good conduct at all times.

D. FITNESS AND RECREATION ROOMS

1. GENERAL

These rooms are located on the ground level of the Clubhouse. Equipment may be checked out from the Club Manager and users are responsible for any damage due to abuse or misuse. It is recommended that all persons consult with their physician prior to engaging in any physical fitness program. Use of the fitness rooms and equipment by children, 13 (thirteen) years or younger are prohibited unless physically accompanied by an adult (18 years or older). All persons using the equipment must demonstrate they are capable of using it in a safe, responsible, and appropriate manner, or shall be accompanied by a person who can assume full responsibility for their safety and activities.

All persons using the Club fitness rooms and equipment do so at their own risk. Anyone using the recreational facilities agrees to hold the Board and Council free from any and all liability that may result from abuse of these Rules or misuse of the facilities.

Members and authorized non-member residents are required to register their authorized guest instructors or member/authorized non-member resident instructors with the Club Manager. Use of the equipment is limited between 6:00 a.m. and 10:00 p.m. Please remember to turn off all lights and close doors and windows if you are the last to leave. No wet swim suits or bare feet are allowed. Wipe down all equipment after use. Proper attire must be worn at all times, including "T" shirts or similar cover up.

Usage is on a "first come-first served" basis, but use of a specific piece of equipment is limited to 30 (thirty) minutes when others are waiting. Be courteous to others at all times. Audio equipment may be used only if others do not object. This includes cell phones. This also means extended cell phone conversations must be taken outside the exercise rooms. Please ensure that weights are not dropped at any time and are put away when finished. Report any equipment failures, problems, Rule violations or other discrepancies to the Club Manager.

E. LOCKERS RENTAL AND USE

Policy:

1. Members or authorized non-member residents who wish to secure a locker for long term periods, minimum three (3) months to six (6) months, must pay a fee for such exclusive use.
2. Long term use is being offered on a 1st-come-1st served basis up to the limit of 2/3 of the total lockers, numbers 1 through 24. The remainder 1/3 (numbers 25 through 36) are reserved for daily use.
3. The Board has designated long term use to be a privilege that requires the user to act in a highly responsible manner with respect to the manner of use and prompt payment. The Board has set the rules for use in a manner that will not require undue management care and follow-up.

The process of securing a long term use of a locker is as follows:

1. An application must be made with the Club Manager. See Club Manager for forms.
2. All locks must be purchased from the Club Manager. Management must have access to every locker.
3. The cost of this long term use is \$5 (five)/month, in advance of use.
4. Payments must be made to coincide with the 1st of the month being the due date which may require a partial payment for the first month of use. Members may pay in advance up to a period of six months.
5. The periods shall be from January 1st to June 30th, and then July 1st through December 31st.
6. Any one who does not make the initial allowed period, shall be put on a waiting list, to obtain a locker if someone terminates their locker. In any case, they will be put to the top of the list for the next six month period.
7. Members who are not current in their payments are subject to having their locks removed without notice. Personal effects will be held in the club's lost and found for a period of one month before being disposed or confiscated.
8. **Locks left overnight without an approved overnight use agreement, or use of unapproved locks, may be removed without notice. Personal effects will be held in the Club's lost and found for a period of one (1) month before being disposed or confiscated.**
9. Long term users will have their lockers inspected periodically to ensure that their use is not resulting in abnormal wear and deterioration. Lockers that exhibit inappropriate usage patterns, such as the storage of food, wet clothing, etc, are subject to cancellation of rights upon such discovery. Long term users will be notified of such inspections and must arrange to have their unit available (open) within 7 days of notification. All daily and long term users of lockers are informed that management takes no responsibility for any losses, for any reasons, with respect to personal goods/property placed in any lockers or elsewhere on the premises.

F. CANYON PROPERTIES – WAIVER OF LIABILITY

The President or his designee may grant permission to a person or group of persons to enter no trespassing areas for a specific period, if the purpose of the entry promotes the interests of the Master Council, the City of San Diego's obligations in the canyons, or a local environmental endeavor. All persons granted such permission must sign the current waiver of liability.

G. PRIVATE PARTIES AND FUNCTIONS

1. GENERAL – See Attached “Clubhouse Upstairs Event Reservation Form”

The Clubhouse is available to members and authorized non-member residents for private parties and functions. The member or authorized non-member resident applying for the party must be present for the private party or function.

The Clubhouse has two (2) rooms available for private parties or approved functions. Hours for private parties are 6:00 a.m. to 11:00 p.m. The Sunrise Room is located on the upper level on the east side and the Sunset Room is on the west side. The Sunrise Room also has a kitchen attached with access to an upper level balcony and deck lounge area for private parties up to a maximum of eighty-five (85) persons.

Private party guests may not use the tennis courts, pools, spa, saunas, fitness rooms and outside grounds.

Only private parties or functions of a purely personal and social nature are permitted. Other than homeowner board or committee meetings, no political, religious, fee-based or business meetings and activities are permitted on the Club premises. The Clubhouse is not to be used as a meeting place for outside organizations and the solicitation of donations/funds, admission charges, gambling or illegal activity is prohibited.

2. RESERVATIONS AND COSTS

Reservations for the Clubhouse must be made through the Club Manager at least ten (10) days, but no more than ninety (90) days, in advance. See form at the end of the Rules and Regulations. Fees for the use of the upper level Clubhouse are presently \$25.00 for up to fifty (50) persons involving no food or beverage, \$50.00 for up to fifty (50) persons involving food or beverage, and \$100.00 for fifty-one (51) to eighty-five (85) persons involving food or beverage on the upper level. These fees may change from time to time and will be disclosed to the reserving member prior to making the reservation.

The reserving member or authorized non-member resident is responsible for any damage and a pre-event and post-event inspection using the "Event Walk-through" form will be utilized by the Club Manager or his/her representative. **The reserving member or authorized non-member resident must be present for the entire event.** Any damages or spills must be cleaned or repaired within two (2) hours of any event concluding before 9 p.m., or by 11 a.m. the following day for events concluding after 9 p.m. The Board will assess the reserving member or authorized non-member resident the cost for any damage or spills not adequately repaired or cleaned. **All trash from the event must be removed from the premises.** Adequate supervision must be provided by the reserving member for

those persons who do not possess sufficient maturity to properly use and maintain Club house property and facilities.

When the party or function is reserved beyond normal Club hours (9:00 a.m. to 5:00 p.m.), there will also be an hourly monitor fee charged and shall be payable to the Club Manager. Please check with the Club Manager for that rate. Payment shall be made prior to the party or function.

The Club Manager including his/her representative has the authority and responsibility to enforce all Club Rules and ensure orderly conduct at all times. No party or function may last beyond 11:00 p.m. Please check with the Club Manager for current information.

3. KITCHEN

The kitchen may only be used in conjunction with reserved parties or functions with the expressed permission of the Club Manager. The kitchen may not be used for individual meal or snack preparation. The kitchen must be left in a clean condition after use for a function. The Club is not responsible for any personal food, drinks, kitchenware or other utensils, brought for reserved parties or functions.

4. SUPPLIES

The following supplies are generally available for reserved parties and functions: Eight (8) 3' by 3' square tables, four (4) 60" round tables, four (4) 2'6" by 72' tables, sixty (60) straight back upholstered chairs, and thirty-six (36) white plastic folding chairs. These supplies may change from time to time. Cleaning items and a vacuum are provided for your convenience.

5. UPSTAIRS EVENT RESERVATION FORM

A Reservation Request Form may be obtained from the Club Manager or a copy is at the end of the Rules and Regulations, provides additional information regarding the terms and conditions for using the Clubhouse for a reserved party or function.

H. CONCLUSION

It is the Board's intent for the Club to be an enjoyable and useful meeting and activity center for the members and authorized non-member residents. It is the Board's desire that all those persons using the Club facilities will do so in a responsible and courteous manner. The Board welcomes any suggestions or comments to improve the Club and its facilities.

I. CONTACT INFORMATION

The following contact information is provided for your convenience:

LA JOLLA ALTA CLUBHOUSE	(858) 459-6903	Office
	(858) 459-3416	Fax
CLUB MANAGER - Mr. Bill Lee [clubmanager@ljamc.com]		
AFTER HOURS SECURITY RESPONSE	858) 769-2402	Pager
ALLEGIS RESIDENTIAL SERVICES (Property Management Company)	(858) 430-5700	Office
Email: LJAMC@allegisresidentialservices.com	(858) 430-9200	Fax
POLICE/FIRE/MEDICAL EMERGENCY	911	
POLICE DEPARTMENT (Non emergency)	(619) 531-2000 Or (858) 484-3154	
FIRE DEPARTMENT (Monday- Friday 8:00 to 5:00 p.m.)	(619) 533-4300	
ANIMAL CONTROL DEPARTMENT	(619) 236-4250	
POISON CONTROL	(800) 876-4766 Or (800)222-1222	