

## TOWN CENTER FACILITIES RENTAL RULES AND REGULATIONS

**GENERAL USE:** The RiverWalk Town Center is for the use of residents of the RiverWalk community. The Town Center facilities provide for multi-purpose uses. The Town manager and the Activities Director are responsible for assigning specific rooms and spaces for each permitted group activity. The RiverWalk Board of Directors sets rental rates for rooms and facilities in the Town Center. The Activities Director is responsible for obtaining and recording all rentals paid to the Association.

1. Residents using any facility at the Town Center are responsible for leaving it clean after use.
2. Residents are responsible for returning the room the set-up configuration it was in prior to the rental.
3. Absolutely NO cooking (other than use of the microwave) is allowed inside the Town Center.
4. Town Center property, furniture or common equipment of any kind, shall not be removed from the premises.

**HOURS:** The Town Center hours are from 8:00 am to 11:00 pm Monday through Saturday and from 8:00 am to 6:00 pm Sunday. These hours may be extended with the advanced approval of the Town Manager. The Village Green can only be used until 10:00 pm for rentals and activity rooms may only be extended until 11:00 pm.

**NATIONAL HOLIDAYS:** The Board of Directors has designated the Town Center and its facilities for community use only, to celebrate national holidays. The following are national holidays:

New Years Day,	Washington's Birthday,
Memorial Day,	Independence Day,
Labor Day,	Columbus Day,
Veterans Day,	Thanksgiving
Christmas Day	

**ATTIRE:** Shoes and shirts must be worn in the Town Center. Bathing suits are not permitted in the Town Center.

**DECORATIONS:** No tape of any kind shall be used on any wall or window in the Town Center. Thumbtacks or pushpins can be used on walls but not on window frames. Posters are not permitted to be placed on the inside or outside of windows or doors unless approved by the Town Manager or Activities Directory. All decorations must be taken down immediately after the activity or rental.

**CLEAN UP:** Residents are responsible for leaving the facility clean after use. No catering equipment, private decorations, etc. may be left on the property at the conclusion of the event without permission from the Town Manger or Activities Director. Carpets must be vacuumed and all tables and chairs put back in the same manner as they were prior to the event. All garbage must be removed from the facility and Village Green area.

**CHILDREN:** Children under the age of fourteen (14) must be accompanied by an adult, eighteen years or older when using the Town Center facilities and/or amenities.

**ALCOHOL:** Alcoholic beverages are not permitted in the Town Center except during planned supervised recreational activities or private rentals.

**SMOKING:** Smoking is not permitted in any Town Center Rooms. Smoking is permitted in the Village Green area, provided ashtrays **MUST** be used.

**RADIO, CD PLAYERS:** Radios, CD Players or tape decks are not permitted in the Town Center unless used during a supervised recreation activity or private rental.

**SKATEBOARDS/BICYCLES:** Skateboards, in-line skates or roller skates are not permitted in the Town Center. All bicycles are to be parked away from entrances to the Town Center and in bike racks where available.

**PETS:** Pets are not permitted in the Town Center.

**CONDUCT:** Abuse of the Town Center amenities may constitute grounds for assessing the cost of repair to a member resulting from damage caused directly or indirectly by themselves, their guest or tenants. The Board of Directors, upon recommendation of the Town Manager, Town Center Committee or Covenants Committee, has the right to suspend the use and privileges of the common areas (excepting access roadways) of any owner or resident for any violation of these Rules and Regulations.

**PARKING:** Parking of vehicles is permitted only in designated parking places in and around the Town Center area.