

TOWN CENTER 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 Coordinator 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 Coordinator is responsible for obtaining and recording all rentals paid to the Association. Residents using any facility at the Town Center are responsible for leaving it clean after use.

Town Center property, furniture or common equipment of any kind, shall not be removed from the premises. Radios, CD players or tape decks are not permitted in the Town Center unless used during a supervised recreation activity or private rental. Skateboards, in-line skates or roller skates are not permitted in the Town Center, the pools or the tennis court area. All bicycles are to be parked in provided bike rack areas.

HOURS: The Town Center hours are from 8:00 a.m. to 11:00 p.m. These hours may be extended with the advanced approval of the Town Manager. The Village Green can only be used until 10:00 p.m. for rentals and activity rooms may only be extended until 11:00 p.m. Fobs will be necessary to enter the pools and the Fitness Center at all times and the Town Center facilities when the Office Staff is not present.

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 and Christmas.

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 Coordinator. All decorations must be taken down immediately after the activity or rental. Carpet must be vacuumed and all tables and chairs put back in the same manner as they were prior to the event. All trash must be removed from the Town Center area. Any and all questions regarding decorations should be asked before the signing of the contract. The resident(s) using the facility are responsible for any damage to walls, carpet, broken chairs, tables, etc.

CHILDREN: Children under the age of sixteen (16) must be accompanied by an adult eighteen (18) years or older when using the Town Center amenities. No one under the age of sixteen (16) can use the Town Gym (Fitness Center) whether accompanied or not by an adult.

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 not permitted in the pool, on the pool deck, under the pool pavilion or in lavatories. Smoking is not permitted in the Fitness Center, the Tennis Center, or while seated in the bleachers.

TOWN CENTER RULES AND REGULATIONS (Continued)

PETS: Pets are not permitted in the Town Center, Pool Area, Post Office, Fitness Center or any other Town Center Facility.

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 guests or tenants. The Board of Directors of RiverWalk of the Palm Beaches Homeowners Association, Inc. upon recommendation of the Town Manager, 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 bays in and around the Town Center area. Parking or standing at any time along curbs of the Town Center is not permitted. The five (5) parking spaces across from the Post Office have been designated for the use of residents and are limited to five (5) minutes from 2:00 p.m. to 7:00 p.m. RV's, boats, trailers, or any other type vehicle too large to fit in a garage, belonging to a resident, guest or tenant are prohibited from over night parking in the Town Center parking lot unless permission has been granted by the Town Manager.

INDEMNIFICATION: All facilities furnished by the HOA shall be used at the risk of the user, and the HOA shall not be held liable to any person or persons for any claim, damage, or injury occurring thereon or related to the use thereof.

FOBS: Rules Regarding the Use of Fobs for Entry to Town Center Facilities:

1. Fobs are necessary for entry into the pools and Fitness Center at all times and to the Town Center Facilities when the Office Staff is not present.
2. Homeowners may buy up to two fobs from the Office by registering for them and paying a purchase price of \$10.00 each.
3. Adult homeowners may buy additional fobs for adults resident in the home by registering them and paying a purchase price of \$10.00 each.
4. Fobs will be issued only for residents who are at least sixteen years of age.
5. If a resident loses a fob, a replacement can be obtained for a non-refundable charge of \$100.00.
6. When a homeowner sells the house, all fobs must be sold back to the HOA before a Letter of Estoppel will be issued. This letter is required before a home sale can be transacted. If the homeowner does not return all the fobs issued to that house, each missing fob will be billed at \$100.00.
7. Nobody under the age of **sixteen years** shall be permitted in Town Center, the Fitness Center or any pool areas unless accompanied by an adult who is at least eighteen years of age. Nobody under the age of sixteen years shall be permitted in the Fitness Center at any time.
8. No guest may use any of the Town Center facilities unless accompanied by a resident.

ROOM SCHEDULING AND RENTAL

Activity rooms are available for rent on a first-come-first-serve basis on Friday from 5 p.m. – 11 p.m. and on Saturday & Sunday from 9 a.m. – 11 p.m., or at the discretion of the Activities Coordinator. When an activity or scheduled meeting is planned, the Activities Coordinator shall make reservations.

AVAILABILITY CRITERIA

RiverWalk common property, facilities and equipment owned and operated by the Association are intended primarily for the recreational use of bona fide residents of RiverWalk on a nonexclusive basis. A bona fide resident is an occupant owner or a registered tenant whose name is on a current valid lease rental agreement or on a recorded deed. Use of common properties, facilities and equipment on a private (exclusive) basis, or for RiverWalk community use shall be approved only as stated herein, or as specifically authorized in writing by the Town Manager, on a case by case basis.

HOA SPONSORED ACTIVITIES: HOA sponsored activities take precedence over other activities and can displace scheduled, free use activities at any time.

EVENTS PARTICIPATED IN BY A GROUP OF RESIDENTS: Non-professional events -- such as Art Shows, Craft Shows, Garage Sales, etc. -- conducted by a group of five or more residents that are under the auspices of the Activities Coordinator and that charge no admission or other fees to residents except for the cost of the event (refreshments, etc.) will be given free use of meeting rooms. If the event has less than five residents participating, it is a private event and the following fees shall apply: The sponsors will pay 15% of the net profit or a rental fee, whichever is less. If 15% of the net profit cannot be easily determined, the rental fee will be charged. (Note: See RENTAL FEES).

RIVERWALK REGISTERED CLUBS: All clubs must register in the Office stating the purpose of the club, regular meeting dates, and the official contact person. All registered clubs must be non-profit, non-partisan, non-religious, and open to all RiverWalk residents. The AARP Course and all clubs originating in RiverWalk that have been in existence three years or more are grandfathered in. All registered clubs will be given free use of meeting rooms when they aren't being used by the HOA, -- or fall on the regular meeting date of another club – on a first come, first served, basis.

CLASSES: Free classes get the room free; classes that charge fees will pay 15% of the net profit or a rental fee, whichever is less. If 15% of the net profit cannot be easily determined, the rental fee will be charged. (Note: See RENTAL FEES) If a class conducts or advances a private business, a charge shall be applied as stated above.

MEETINGS OR SOCIAL FUNCTIONS OPEN TO ALL RESIDENTS: Non-profit, non-partisan, non-religious activities sponsored by residents get the room free. All others pay for the room at 15% of the net profit or the rental fee, whichever is less. If 15% of the net profit cannot be easily determined, the rental fee will be charged. The rental fee also applies to meetings or functions that are partisan or religious, regardless of profit consideration. (A \$200 refundable breakage/cleaning fee may be assessed.) If a meeting or function is for the purpose of conducting or advancing a private business, a charge shall be applied as stated above.

ROOM SCHEDULING AND RENTAL (Continued)

SEMINARS OPEN TO ALL RESIDENTS TO GENERATE BUSINESS: Must be sponsored by a resident and is subject to a rental fee. (A \$200 refundable breakage/cleaning fee may be assessed.)

PRIVATE FUNCTIONS: Any function not open to all residents will be charged a rental fee. (A \$200 refundable breakage/cleaning fee will be assessed.) If the rental is for the downstairs Central Room of the Town Center building, during the time of the rental, the Town Center will be closed to those not attending the private event for a predefined time range of up to six hours. The only exception is there will be no charge for the use of gathering friends and family following the recent death of a resident's family member.

RENTAL FEES:

Town Hall downstairs or upstairs Central Room and Village Green	\$200
Lakeview Room or Library	\$25

RENTAL PERMIT: Any resident desiring to secure approval for the use of common property, facilities or equipment shall apply in writing using a Request/Permit Form obtained from the Town Manager or Activities Coordinator. The request must be signed by a bona fide RiverWalk resident. Adequate evidence of residency may be requested. A copy of the Request/Permit Form will be provided to the applicant and should be available for presentation at the facility requested. Each unit shall be limited to four (4) room rentals per year.

A guest list of persons who do not live in the RiverWalk community must be provided at the security gate to permit entry to the community.

COOKING: No cooking on the premises.

RESPONSIBILITY: The HOA staff will set up the rooms for HOA sponsored events and service groups such as CERT, CP, and the AARP class if the set up/take down can be done during regular maintenance staff hours. All other residents, groups and organizations, are responsible for setting up and arranging the Town Center facility for their function. All property, facilities and equipment on loan shall be returned in the same condition as received. **Any and all rental or personal property brought to the Town Center for an event MUST be removed immediately upon vacating the premises or the damage deposit will be forfeited in its entirety,**

DAMAGE: A \$200.00 refundable deposit is required for all parties, dinners, receptions and special events, or as required by the Town Manager. Refund of the deposit shall be in accordance with the Request/Permit Form. Cancellation of a permit may be initiated by either the applicant, the Board of Directors, the Town Manager or the Activities Coordinator.

AIRCRAFT & BOATS: No aircraft of any kind can be used on RiverWalk property. This includes airplanes, helicopters, hot-air balloons, skydiving, and parasailing. Boats with gasoline powered engines are not permitted on the lakes.

LIABILITY: High-risk activities will not be conducted on common property or facilities.

NOTE: The liability for any personal injury and/or property damage resulting from improper or unauthorized use of the property, facilities or equipment by any individual or group of individuals is the responsibility of the applicant to whom the permit is issued. The applicant to whom the permit is issued is responsible for the conduct of the individual or group of individuals using the common property, facilities or equipment and for the compliance of those persons with the applicable Rules and Regulations.

POSTERS IN THE POST OFFICE

PRIVATE POSTERS: Posters not generated by the HOA will be a maximum size of 8 1/2" x 11". They will be shown for two-weeks only and must be stamped by the Office or they will be removed.

- **POSTERS ALLOWED:** Resident personal property and services; home sales; rentals as stated in the By-Laws; on-property clubs, classes, meetings, parties, and events.
- **POSTERS NOT ALLOWED:** Outside businesses; religious, charitable, political organizations or events not held on property.

COPIES

HOA, BOARD, AND BOARD SPONSORED/AUTHORIZED GROUPS	NO CHARGE
SERVICE GROUPS (CERT, CP, AARP)	NO CHARGE
COST FOR REGISTERED CLUB OR CLASS	\$.10 per page
COST FOR ANY RESIDENT	\$.15 per page

CHANNEL 63

Allowed Items:

Public Service announcements

HOA Information

Any not-private event held on HOA property open to all residents.

TENNIS CENTER RULES

MANAGEMENT: Courts will be closed for maintenance operations or when dictated by safety considerations. All players are prohibited from playing on any court closed for maintenance or when courts are wet from heavy rain.

HOURS: Tennis Center hours are from 8:00 a.m. until 10:00 p.m. Court lights automatically shut off at 10:00 p.m.

GENERAL RULES:

- (A) The Town Manager shall control the use of the tennis facilities under the direction of the Board of Directors, as per By-Law Article III, Paragraphs 3.20 and 3.21.
- (B) Group tennis lessons and clinics may be scheduled by the Activities Director or the tennis pro or the tennis pro representative. Courts will be reserved accordingly.
- (C) Fees for lessons and clinics shall be posted in the Tennis Center.
- (D) Regularly scheduled events and tournaments shall take priority over random tennis play.
- (E) Only the game of tennis may be played on tennis courts. All other ball games requiring the use of a non-tennis type racquet are prohibited. Bicycles, ball playing, roller blades, roller skates or skateboards are not permitted on tennis courts or within the surrounding area.
- (F) Pets are not permitted on the courts or in the tennis pro shop. Boom boxes are prohibited on or in the tennis court area. Smoking is prohibited on the courts and in the bleachers.
- (G) Proper tennis etiquette shall be observed at all times. Players who engage in excessive noise, racquet throwing and profanity shall be required to stop their play and leave the court.
- (H) Food and/or alcoholic beverages are not permitted on the courts at any time.
- (I) Injuries must be reported immediately to the Town Manager.

INDEMNIFICATION: All facilities furnished by the HOA shall be used at the risk of the user, and the HOA shall not be held liable to any person or persons for any claim, damage, or injury occurring thereon or related to the use thereof.

TENNIS CENTER RULES OF PLAY

For residents of RiverWalk over the age of twelve (12) years. (Children under the age of 12 must be accompanied by an adult over 18 years of age.)

- (A) In order to use the tennis courts players must register with the resident pro or his representative.
- (B) Court time is limited to one and a half hours for doubles and one hour for singles when other players are waiting.
- (C) The first tennis court is reserved exclusively for the use of the resident tennis pro.
- (D) Players who wish to continue playing after their reservation court time is completed must re-register and request an available court.
- (E) Players who arrive 15 minutes or later past their tennis reservation time lose their assigned court.
- (F) Injuries must be reported to the Town Manager.
- (G) A maximum of four (4) players shall occupy a court at any time. More than four (4) players may occupy a court when an authorized tennis pro is giving lessons.
- (H) Resident players have priority use of the courts at all times.

Guests: Each resident host may use only one (1) court for guest play. Guests shall follow the same rules as residents. Non-residents (Day Guests) must be accompanied by a resident, either on or at the courts.

- (A) Non-residents (Day Guests) may use the tennis courts not more than 8 times per month.
- (B) House guests are permitted daily play for the period of their stay.

Reservations: Playing on any court constitutes having that court reserved, e. g.: Mr. Smith may not play on Jones court at 9:00 a.m. and reserve the same court in his name at 10:30 a. m. If a player is unable to meet the scheduled reservation time, the tennis pro must be notified to remove the player's name from the reservation sheet.

Children: Children under the age of 12 years must be accompanied by an adult or Guardian while on the tennis court unless they are participating in a lesson/clinic conducted by a licensed tennis professional.

Attire: Improper tennis shoes are not permitted. They are damaging to our courts and also could result in personal injury. A dress code policy shall be in effect to enhance the atmosphere of the tennis facilities. Tennis shoes appropriate for clay courts, shirts, shorts and skirts are acceptable attire. The following attire is considered unacceptable; running or other non-tennis athletic shoes, tank tops for men, cutoff jeans or pants and bathing suits. Shirts must be worn while on the courts at all times.

SWIMMING POOLS

HOURS: The pool is open daily from dawn (**one half hour after sunrise**) until dusk (**one half hour before official sunset**) except when the pool is closed by the Management Staff for maintenance or HOA special events. **(64E-9.008(9))** Anyone entering the pool areas at any other time will be considered a trespasser and subject to police action.

GUESTS: A resident over eighteen (18), which includes a temporary visitor staying in the home, must accompany his guests at the pool at all times. Residents are limited to four guests per use.

SHOWER: Shower before entering the pool. Residents and guests shall not use the pool while dirty, sweaty or in any other condition that will contaminate the water.

ATTIRE: Proper bathing suits must be worn. Thongs and semi-transparent bathing suits are not considered to be proper in RiverWalk. Jeans, shorts, and cut-offs are prohibited.

HAIR: Hair longer than shoulder length must be worn in a bathing cap, braided, or tied into a ponytail.

HEALTH: A person having or showing symptoms of having a communicable disease, open sores or wounds shall not be permitted in the pools. Body casts, pads, adhesive tape, band-aids or bandages of any type are not permitted in the pools.

CHILDREN: Children under sixteen (16) years of age must be accompanied by a resident eighteen (18) years of age or older. Infants must wear diapers with protective plastic pants that cover the diapers while in the swimming pools. Children must wear swimsuits in and around the pool. Any bowel accident that occurs in the pool due to violation of these rules by children will be the responsibility of the parent or homeowner for either their children or the children of their guests, and such resident will bear the financial responsibility for draining, sanitizing, refilling and retesting the pool for water quality fitness necessitated by the malfeasance of children for whom the resident is responsible.

CONDUCT: Running along the pool deck and diving into pools is prohibited.

RAFTS, FLOATS AND BALLS: Rafts, inner tubes, inflatable floats or balls are not permitted in the Formal and the Lap pools. They are only permitted in the Resort Pool if their use does not endanger other swimmers. Water wings and safety rings for non-swimmers are permitted. "Noodles" are permitted for floating purposes.

SMOKING: Smoking is prohibited inside pools, on pool decks, the pool pavilion and in lavatories.

FOOD AND DRINK: Food and drink service shall be placed at least twelve (12) feet (64E-9.006 2a3) from the edge of pools. Food and drinks must be kept at a distance of 6' from the edge of the pool. Alcoholic beverages are only allowed at the pool during HOA special events and must be six (6) feet from the edge of the pools.

GLASS: Glass containers of any sort are prohibited.

SWIMMING POOLS (Continued)

HOMEOWNER RESPONSIBILITY: Wherever these rules refer to “residents,” homeowners will also bear the responsibility for the actions of guests and/or residents living or residing with such homeowners.

RESERVING SPACE: Towels, articles of clothing, back packs, beach bags, etc., may not be used to reserve chairs, lounges or tables unless the owners of these items are present at the pool.

FURNITURE: Pool furniture of any kind shall not be removed from the pool area. Furniture and all other obstructions shall not be placed closer than four (4) feet from the edge of the pool.

SOUND EQUIPMENT: Radios, CD players, tape decks, boom boxes and portable television sets are to be used only in the aqua aerobics class, HOA organized events or with headphones.

ANIMALS: Pets are prohibited from entering any pool area, including: pool decks, the pool pavilion or pools.

OTHER: Bicycles, skateboards, in-line skates or roller skates are prohibited from entering any pool area.

RENTALS: Pools, pool areas and the pool pavilion shall not be rented or reserved for private use. HOA organized events are the only reserved events permitted in the pool areas.

INFRACTIONS: Violations of pool rules shall be enforced **only** by the Management Staff. No resident, or Board member, should accost another pool user at any time. If the violation is of a nature affecting the safety of residents, call the police; if it is not, wait until the office is open to file a report.

INDEMNIFICATION: All facilities furnished by the HOA shall be used at the risk of the user, and the HOA shall not be held liable to any person or persons for any claim, damage, or injury occurring thereon or related to the use thereof.

FITNESS CENTER

GENERAL:

- (A) The Fitness Center is for the use of RiverWalk residents and their adult guests.
- (B) Participants should read all equipment instructions before use.
- (C) As a safety and health precaution, participants should have a medical checkup and discuss the intentions for an exercise endeavor with a medical professional prior to beginning any exercise program.
- (D) Participants are limited to thirty (30) minutes on cardiovascular equipment (treadmills, bicycles and step type equipment) when people are waiting.
- (E) It is recommended that participants do not exercise alone.
- (F) Participants shall towel wipe dry any perspiration on equipment after their use. Participants must provide their own towels.
- (G) Food and/or alcoholic beverages are not permitted in the Fitness Center at any time.
- (H) Injuries must be reported immediately to the Town Manager.

HOURS: The Fitness Center may be accessed at any hour by residents using their personal fob.

CHILDREN: Children under the age of sixteen (16) are not permitted to use exercise equipment and are not permitted entry to the Fitness Center with or without an adult.

ATTIRE: Shirts or tank tops with shorts or slacks and footwear must be worn at all times in the Fitness Center. Swimsuits are not permitted.

PETS: Pets are not permitted in the Fitness Center

GUESTS: Residents may have up to two guests using the Fitness Center equipment while in attendance. Residents are responsible for any damage caused by their guests.

INDEMNIFICATION: All facilities furnished by the HOA shall be used at the risk of the user, and the HOA shall not be held liable to any person or persons for any claim, damage, or injury occurring thereon or related to the use thereof.

RiverWalk Residents Clubs & Classes Registration

All RiverWalk registered clubs and classes must be non-profit, non-partisan, non-religious, and open to every RiverWalk resident.

Club/Class Name:.....

Club/Class Purpose:.....

.....

Contact Person:..... **Phone:**.....

E-Mail Address:.....

Club..... **or**

Class (Free)..... **Class (Fee)**..... **Fee Charged \$**.....

Meeting Time & Room Requested: (All meeting dates have to be approved by the Activities Coordinator. HOA events will supercede any regularly scheduled club meeting.)

Single Event: (e.g., Tuesday, May 1, 7-9 p.m., LV*).....

Weekly: (e.g., Wednesday, 1-3 p.m., TCD*).....

Monthly: (e.g., 1st Thursday, 7-9 p.m., LIB*).....

Limited Term: (e.g., Thursday, June 1, 1-3 p.m., 6 weekly sessions, TCU)

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Comments:.....

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* TCD= Town Center, Downstairs
TCU= Town Center, Upstairs
LV= LakeView Room
LIB= Library

**APPLICATION
REQUEST/PERMIT FORM
FOR USE OF RIVERWALK COMMON PROPERTY
AND TOWN CENTER**

Today's Date: _____

The Undersigned being a bona fide resident (i.e., unit owner or leasehold tenant) of RiverWalk requests the exclusive use of:

_____ Small Meeting Room or Conference Room...\$ 25.00

_____ Town Hall Downstairs.....\$200.00

Fee includes: facility usage, electricity, water, and kitchen (where appropriate). Renter is responsible for basic cleanup after event.

Date of Rental: _____

Purpose of Use: _____

Time Needed Preparation: From _____ am/pm To _____ am/pm
Time Needed Event: From _____ am/pm To _____ am/pm Number of Attendees: _____

Applicant Information:

Name: _____

Address: _____

Telephone: _____

I have received a copy of, and I have read and understand, the appropriate Rules and Regulations of the facility rental and usage.

I understand that exclusive use of the building will be provided during the event time for rental of the Town Hall Downstairs area only if there are no prior booking for the time and date reserved. The following rooms and events have been previously booked during this reserved rental time: No prior bookings. Prior bookings of: _____

Enclosed is a damage/cleaning deposit in the amount of \$ _____, Check #: _____, made payable to "RiverWalk of the Palm Beaches Homeowners Association, Inc.", which is refundable at the discretion of the Town Manager if the premises are left clean, undamaged, and in a state substantially similar to that existing before the permitted use. I understand and agree that I am personally responsible for the compliance of rental space users with the applicable Rules and Regulations of the Town CenterTown Center Rules, and that I am liable for any damage to common property, facilities and/or equipment resulting from this permitted use.

Further, I, my guests, and members of my family agree to identify indemnify and hold harmless the RiverWalk Homeowners Association of the Palm Beaches, Inc. and its officers, employees, and agents, as well as the builder or developer of RiverWalk, from and against any accident, injury, or illness which might be sustained from any use of the above premises, participating in activities on the common property, or traveling to or from the activities or premises.

Signature: _____ Date: _____

Endorsement from Activities Coordinator: Recommend _____ Not Recommended: _____

Date: _____ Signed: _____

FOR OFFICE USE ONLY

Classified Category: _____ Hourly Fee: _____ Deposit Check: _____

Return of Deposit Check::

Date: _____ Amount: _____

Addendum to Room Rental Contract:

1. No aircraft or boats of any kind can be used on RiverWalk property. This includes airplanes, helicopters, hot-air balloons, skydiving, parasailing, and any type of boat or other water craft on the lakes.
2. No cooking on the premises.
3. Decorations can only be put up with push-pins. Staples and tape are not allowed.
4. Any and all rental or personal property brought to the Town Center for an event MUST be removed immediately upon vacating the premises or the damage deposit will be forfeited in its entirety.

Agreed by Renter: _____ Date: _____