

CEDAR HAMMOCK GOLF & COUNTRY CLUB
RULES AND REGULATIONS
May 2017

FORWARD

The following rules and regulations have been adopted, and will be administered by the Cedar Hammock Golf & Country Club Board of Directors. It is the intent of the Board of Directors to limit these rules and regulations so that everyone will obtain maximum use and enjoyment of the facilities. The rules and regulations of Cedar Hammock Golf & Country Club (hereafter called the Club) are designed to protect the rights and privileges of our Members, their families and guests, and to protect Club property. Enforcement of these rules and regulations will primarily be placed in the hands of management, whose principle responsibility is to provide our Members with all the courtesies, amenities and service to which they are entitled. It is the duty of our Members and their guests using our facilities to understand and adhere to the rules and regulations, and cooperate with the Board of Directors and management in the enforcement thereof.

GENERAL INFORMATION

Address: 8660 Cedar Hammock Blvd.
Naples, FL 34112

Administration Office

Monday-Friday	8:30am-4:30pm	Telephone	(239) 354-1175
		Fax	(239) 354-1890

Golf Shop

Daily	7:00am-5:00pm	(239) 793-1134
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Chelsea Tee Times	www.cedarhammockgolf.com	(239) 384-6932
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Dining Room	(239) 354-2100
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Gate House	24 hours per day	(239) 354-2841
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Please call the Administration Office or check the Club website for hours of operation for the Dining Room, Fitness Center, Tennis Courts and Swimming Pools. The hours of operation change seasonally based on demand.

MASTER ASSOCIATION BOARD OF DIRECTORS

See Cedar Hammock Website. www.cedarhammockgolf.com

MANAGEMENT PERSONNEL

See Cedar Hammock Website. www.cedarhammockgolf.com

MEMBER ADVISORY COMMITTEES

In accordance with the Cedar Hammock By-laws, the Board of Directors has established the following committees. The Board will appoint the Chairs and Members of these committees at the Board's Annual Organizational Meeting.

Architectural Review

Ensures that any changes to structures and landscaping throughout the community conform to approved guidelines.

Building & Grounds

Advises on all Common Area buildings and grounds to ensure structural integrity, safe conditions and proper and timely maintenance.

Fitness and Pools

Advises on all matters relating to the swimming pools and fitness center.

Food & Beverage

Advises on Member social events, menus and hours of operation.

Golf

Advises on golf operation policies and procedures.

Handicap

Advises on all handicap policies issued by the USGA and ensures compliance with the USGA Handicap System, including peer review.

Tennis

Advises on all matters relating to the tennis operation.

Tournament

Advises on Club golf competitions.

NEIGHBORHOOD ASSOCIATIONS/PROPERTY MANAGEMENT

<u>ASSOCIATION</u>	<u>VOTING DISTRICT</u>	<u>MGT. COMPANY</u>
H.O.A. 1	1	American Property Mgt.
H.O.A. 2	1	American property Mgt.
VILLAS 1	7	American Property Mgt.
VILLAS 2	8	Newell Property Mgt.
VILLAS 3	8	American Property Mgt.
VILLAS 4	7	American Property Mgt.
VERANDA 1	2	American Property Mgt.
VERANDA 2	2	Ability Property Mgt.
VERANDA 3	3	American Property Mgt.
VERANDA 4	3	American Property Mgt.
VERANDA 5	3	American Property Mgt.
TERRACE 1	4	American Property Mgt.
TERRACE 2	4	Tropical Isles Mgt.
TERRACE 3	6	Tropical Isles Mgt.
TERRACE 4	5	Tropical Isles Mgt.
TERRACE 5	5	Tropical Isles Mgt.
TERRACE 6	6	American Property Mgt.
Tropical Isles Management (239) 939-2999		Emergency (239) 872-1264
Newell Property Management (239) 514-1199		
American Property Management (239) 774-0105		
Ability Property Management (239) 591-4200		
TOTAL UNITS -	799	
SINGLE FAMILY HOMES -	65	
VILLAS -	176	
VERANDAS -	228	
TERRACES -	330	

PRESIDENTS' COUNCIL

The Council is an advisory group consisting of elected Presidents or their representatives, of the 17 Neighborhood Associations forming Cedar Hammock Golf & Country Club. The group has been organized to explore initiatives put forward by Members as well as discuss items of common interest and, if agreed, forward to the Master Board of Directors for consideration and appropriate action. The Council will meet as required.

ANNUAL MEETING

The Annual Meeting for the Master Association of Cedar Hammock shall be held in the County, during either March or April of each year, at a day, place and time designated by the Board of Directors, for the purpose of electing Directors and transacting any other business duly authorized by the Members, per Cedar Hammock Bylaws 3.1.

COMMUNITY TELEVISION

Tune in to Channel 195 on your television for all the latest Cedar Hammock information, including upcoming events, golf association news and community notices.

CLUB WEBSITE

Visit our website at www.cedarhammockgolf.com for the most up-to-date community information. You will find links for the following:

Club Calendar

Dining Hours of Operation (Grill Room, Main Dining Room and Dolphin Bar)

Lunch and Dinner Menus

Chelsea Tee Times

Men's and Women's Golf Associations

Member Directory

Member Statements

Board of Directors Meeting Agendas, Minutes and Reports

Hurricane Evacuation Procedures

MEMBERSHIP INFORMATION

Members should verify that all personal information, including e-mail address, is up to date in the Administration Office. Members should report any seasonal changes in their mailing address. Membership rosters are updated monthly and are available in the Administration Office. Please note that the roster of Members is the property of the Club and may not be used or given to a non-member for any reason whatever. Violations will be reviewed by the Board of Directors and may result in suspension of privileges or other disciplinary action. The Member roster may not be used for solicitation. Members are reminded that the Club communicates with the membership by e-mail. It is very important to provide the Administration Office with your current e-mail address. Please include the Club's e-mail address in your online personal address book to ensure that you receive the Club's communications.

GENERAL POLICIES

POLICIES

All policies shall be in effect unless amended by the Master Association Board of Directors, who may change policy without notice. They apply to, and are binding upon, all Owners, transferees and guests and are designed to protect the rights and privileges of all who reside in Cedar Hammock.

MEMBER PRIVILEGES

Member of the Association - Every owner of a lot, unit or parcel shall be a Member of the Association and be entitled to the enjoyment of the Common Area.

DELEGATION OF PRIVILEGES

- 1) Any owner may delegate their right of enjoyment to the Common Area and facilities to his/her transferees providing the following steps are completed:
 - a) A completed delegation form, signed by the owner, must be received and approved by the Administration Office and their Neighborhood Association, at least thirty (30) days in advance of delegation. Forms are available in the Administration Office and on the Cedar Hammock Website.
 - b) A processing fee, currently \$250.00 (subject to change at the discretion of the Board of Directors), must accompany the completed delegation form.
 - c) Delegation of privileges will only be approved if the Owner's account is current in all fees and charges, including annual assessments, special assessments, minimums and monthly billing, in **both** the Master Association and the Neighborhood Association.
- 2) During the time specified on the delegation form, the owner's membership privileges are suspended.
- 3) An owner may not delegate his membership privileges more than once every thirty days.
- 4) The transferee must be residing in the unit for which the privileges are delegated.
- 5) Any delegation of privileges which is not in accordance with the policies outlined above will be rescinded immediately. In addition, a fee equal to the current guest fee will be charged to the owner of the unit involved for each round of golf played under the illegal delegation.

GUEST PRIVILEGES

An individual who is the guest of a Member or transferee is entitled to the use of the clubhouse, golf course and facilities under rules established by the Board of Directors.

The General Manager or any other management personnel employed by the Club may deny guest privileges to any individual when, in their opinion, it is in the best interest of the Club to do so.

RENTAL APPLICATIONS

Homeowners who plan to rent their units must follow rules established in the Master Association documents and Neighborhood Association documents. Rental delegation forms are available in the Administration Office and on the Cedar Hammock Website. The application must be submitted, at least 30 days prior to the start of any lease, to the Administration Office and the Neighborhood Association property management company. No transferees or residents may move into a rental unit without prior notification to the Neighborhood Association Board of Directors and no lease may be for less than 30 days. Please call the Administration Office for additional information.

MEMBERSHIP CARDS

All Members, transferees and applicable members of their families shall be issued membership cards. These cards are to be carried at all times while on Club property. Loss of the card should be reported to the Administration Office, at which time a replacement card will be issued for a nominal fee.

BILLING

Members must charge their golf and dining purchases to their membership account or pay cash. Transferees are allowed to set up a charge account with the Administration Office prior to transfer of privileges. Members are encouraged to sign up in the Administration Office for the Automatic Payment Program. All other Members will receive a monthly statement, which is due and payable within thirty (30) days. Transferees must stop by the Administration Office at the end of each month to pay their monthly charges.

CEDAR HAMMOCK COMMUNITY EMERGENCIES

For life threatening emergencies please call 911 immediately, then call the Gate House at (239) 354-2841 so the Gate Attendant may direct emergency services to the appropriate address. During business hours please call the Administration Office at (239) 354-1175 or the Golf Shop at (239) 793-1134.

SMOKING POLICY

Smoking is prohibited in all enclosed areas of the Club, including the clubhouse, fitness center, golf shop and restrooms. Smoking is also prohibited on the Grill Room patio. Smoking is discouraged on the golf course and Common Areas. Ash trays are required for smokers on the golf course and are available from the Starter.

PETS

Pets are a privilege, not a right. All pets must be on a leash when outside. Owners must clean up after pets. Pets are not permitted in the clubhouse, fitness center, pool areas, on the tennis courts, golf course, driving range, or on the Grill Room patio. **Transferees are not allowed pets at anytime.**

EMPLOYEES OF THE CLUB

Members, transferees and their guests are to be respectful of Club employees and are not permitted to reprimand Club employees or in any way interfere with the management of the Club. Serious complaints regarding specific employees should be addressed to the General Manager, or may be made in writing to the Board of Directors.

SERVICE

Slow, unsatisfactory or improper service should be brought to the attention of the Manager-On-Duty immediately. Comments and suggestions are always welcome and should be brought to the attention of the appropriate department manager (see list of management personnel on website).

VISITOR ACCESS

All visiting vehicles will be logged in by license tag upon arrival at the Davis Boulevard entrance. A current Driver's License for each non-resident vehicle will be scanned for security purposes. A pass will be issued for that day only. Members may request a pass for a longer duration from the Administration Office, for relatives or guests staying with the Member. Exceptions to this policy are as follows:

- 1) Owners/Residents of Cedar Hammock with Bar Codes/Proof of Residency
- 2) Club Employees
- 3) All Emergency Vehicles (Police, Ambulance, Fire)
- 4) Public Utility Vehicles (Sprint, FPL)
- 5) County Government Vehicles
- 6) Major Couriers (FedEx, UPS, US Mail, Naples Daily News)

All vendors and service vehicles will be required to provide a work order/delivery ticket with Owner's name and address before gaining entry. Vendors and delivery vehicles will be admitted during the following hours:

Monday-Friday	7:30am-6:00pm
Saturday	7:30am-5:00pm
Sunday & Holidays	Emergency repairs only

Please note that packages, documents, luggage, keys to homes/vehicles will not be accepted by the Gate Attendants. The only exception will be for the Administration Office to pre-authorize a specific delivery. In the event of an approaching hurricane, the Gate Attendant will remain on property until it is no longer deemed safe. The Attendant will lock down the Gate House and leave all lanes open, to allow for traffic should electrical power be lost. The Gate Attendant will return to duty as soon as conditions allow. All Owners and Transferees will note that there is a **23 MPH speed limit**

throughout the community. Radar detection devices may be used. Please come to a complete stop at all stop signs and show caution at all cart path crossings.

USE OF THE CLUB

- 1) Members, transferees and guests shall at all times conduct themselves in an orderly fashion as ladies and gentlemen.
- 2) The hours of operation of the various Club facilities shall be determined by the General Manager and may be adjusted seasonally as Member usage dictates.
- 3) Gambling is not permitted in the clubhouse in accordance with state liquor law regulations.
- 4) Subscriptions, petitions or notices not concerning Club affairs shall not be distributed or posted without prior approval of the General Manager.
- 5) Owners are responsible for the conduct of their residents, tenants and guests at all times. No one is allowed to play anything other than golf on the golf course.
- 6) The cost of replacing any property of the Club, broken, damaged or removed by a Member, transferee, guest or any member of their families shall be charged to the Member or transferee concerned.
- 7) No food or beverage shall be brought into the clubhouse or consumed on Club premises unless purchased from the Club or authorized by Club management.
- 8) Decorations for private parties must have the approval of the General Manager or the Club Operations Manager.
- 9) Animals are not permitted in the clubhouse, fitness center, pool areas, on the tennis courts, golf course, driving range or Grill Room patio.
- 10) Personal property should not be left unattended on Club property. The Club is not responsible for lost, damaged or stolen property.
- 11) Rollerblading and skateboarding are not permitted around the clubhouse, tennis courts, fitness center, parking lots or on the golf course.
- 12) Smoking is not permitted in the clubhouse, golf shop, fitness center, community restrooms, or on the Grill Room patio.
- 13) Card playing is permitted in the clubhouse in the areas provided for this purpose and other areas as deemed practical and feasible by the General Manager.
- 14) Cell phone use is discouraged in the clubhouse and on the golf course.

ANNUAL ASSESSMENTS

Assessments are payable in two (2) installments. The first installment of 60% of the Assessment is due and payable by January 1. The second installment of 40% of the Assessment is due and payable by June 1.

CABLE FEES

Cable fees are due and payable in full by January 1.

DELINQUENT POLICY

The first installment, 60% of the Annual Assessment, not received in full by the Club by January 1, is deemed delinquent and in default. Delinquent assessments will cause a Late Fee charge of 5% of the outstanding balance, to be automatically levied upon any assessment in default. Notice of the delinquency, the Late Fee charge levied and any other costs charged to the Member account shall be sent to the delinquent Member by the Club. If full payment of the 60% installment, Late Fee charge, and any other costs is not received in full by February 1, membership privileges will be suspended. The Member will not be allowed access to any of the Common areas and the Member will not be allowed to transfer membership privileges to a Renter. If full payment of the 60% installment is not received by the Club by March 1, the account will be turned over to the Club Attorney for further collection proceedings, up to and including foreclosure.

The second installment, 40% of the Annual Assessment, is due and payable in full by June 1. Delinquent assessments will cause a Late Fee charge of 5% of the outstanding balance, AND membership privileges will be suspended immediately. If the second installment of 40% of the Annual Assessment is not received by July 1, the account will be turned over to the Club Attorney for further collection proceedings, up to and including foreclosure.

Any Member charge that remains unpaid more than sixty (60) days past the billing date shall initiate a 1.5% monthly charge, not to exceed 18% per annum, to be charged each and every month until the Member account is paid in full. Any Member with a past due balance more than ninety (90) days in arrears will have their membership privileges to the Common Areas suspended, to be reinstated only when the account is paid in full. If full payment of the delinquent charges and interest and any other charges are not received within 120 days of the billing date the matter will be turned over to the Club Attorney for further collection proceedings. The expenses incurred in collecting the delinquency shall be charged to the Member in default. If the delinquency continues beyond 120 days of the billing date the Club may institute actions for filing a lien on the Member's lot. Payments, whether partial or in full, on delinquent accounts shall be applied first to late fee charges, attorney's fees, interest and costs and thereafter against charges in order of oldest delinquency.

ANNUAL FOOD AND BEVERAGE MINIMUM

Each Cedar Hammock unit owner is obligated to spend \$750.00 for food and beverages each calendar year. All monthly Member statements will show the unspent balance remaining for the year. Any unspent balance remaining from the \$750.00 minimum as of December 31 will be billed on the December statement, due and payable by January 31.

The “per unit” annual food and beverage minimum may also be satisfied through use by registered transferees who reside in a unit. All food and beverage charges must be signed to the Member/Transferee account in order to be tracked properly. Gift certificates will be available for purchase in \$50.00 increments by Members to fulfill minimum spending requirements. The gift certificates are redeemable January 1-December 31 of each calendar year, and all certificates will expire on December 31 of each year. Gift certificate purchases will be credited to the Member’s minimum spending requirements at time of purchase. Gift certificates may be redeemed for food and beverage purchases only, and do not include tax and gratuity. These certificates may be given to friends, neighbors and relatives for redemption.

Non-eligible charges include:

Florida Sales Tax (6%)

Gratuity (20%)

Dining charges at reciprocal clubs

THEFT & LOST AND FOUND

The Administration Office has a “Lost and Found”. Cedar Hammock, however, is not responsible for the safekeeping of valuables and other personal property. Our storage areas are not guaranteed to prevent theft and our insurance company does not cover the replacement of any personal items such as money, jewelry, clothes, shoes, etc. stored in lockers, golf bags, etc.

MEMBER INJURIES

When on Cedar Hammock property (golf course, clubhouse, or Common areas) Members, transferees and guests will be financially responsible for all medical or liability claims resulting from any negligent act on their part. It is your responsibility to maintain adequate insurance coverage.

PARKING

Clubhouse parking areas are marked to permit maximum use of space with minimum inconvenience. Parking is not permitted on grass areas around the clubhouse. **Parking in the circular drive and under the covered portico adjacent to the clubhouse is strictly prohibited in accordance with state fire laws.** Parking will be allowed ONLY on the southwest side (hole #10) of Cedar Hammock Boulevard. Two pedestrian crosswalks have been provided for drivers to cross the boulevard; one crosswalk located to the right of the clubhouse driveway exit and the cart path crossing from putting green

to hole #10 will serve as the second crosswalk. Warnings for all improper parking will be issued, but repeated infractions will result in the towing of any offending vehicle at the Owner's expense.

No commercial vehicles shall be parked in the community except for those temporarily present on business. No boat, trailer, house trailer, camper, mobile home, motor home, bus, motorcycle, motor bike, truck or pick-up truck may be parked in the community except for loading and unloading purposes, and then for no longer than 12 hours. Any vehicles parked in violation of this policy (see Cedar Hammock Club Declaration, Section 5.22) will be subject to being towed away at the Owner's expense.

SPEED LIMIT

The Club has a posted speed limit of **23 MPH** throughout the community. Everyone is required to adhere to this speed limit. Please note that radar detection devices are in use. In addition, drivers and bicyclists should use caution when approaching all golf cart path crossings and come to a full and complete stop at all stop signs. Individual responsibility is necessary in order to provide for the safety and security of our Members. Automobiles have the right of way throughout the community.

BIKE RIDING, WALKING, JOGGING

Walkers, joggers and dog walkers must use the sidewalks. Bike Lanes are for bicycle use only. No bicycles allowed on sidewalks. **No** walking, jogging, biking, skateboarding, rollerblading or pet walking is allowed on the golf course or cart paths at any time. Appropriate attire is required.

ATHLETIC LOCKERS AND CLUB STORAGE

Athletic lockers and club storage are available on a monthly, seasonal and annual basis. Please check with the Golf Shop for additional information.

DRIVING RANGE

The Club dress code applies to the driving range. Members/transferees must accompany guests using the range. Please observe posted rules daily.

FOOD AND BEVERAGE

It is the intent of the Club to comply with all Federal, State and local laws pertaining to the sale and service of alcoholic beverages. Instances of intoxication by Members, transferees and guests may be subject to remedial action. Employees of the Club may, at their discretion, refuse service of alcoholic beverages to any customer who appears impaired to the level that the individual may injure himself or others upon leaving the area or is abusive in either language or threatening demeanor.

DINING ROOM HOURS OF OPERATION

Refer to Cedar Hammock Website.

CONCESSION HOURS OF OPERATION

Refer to Cedar Hammock Website.

RESERVATIONS/CANCELLATION POLICY

Main Dining Room reservations are strongly advised and may be made by calling 354-2100. If plans change, please call the Dining Room to cancel reservations so others may be accommodated.

Reservations for Member social events will be accepted on a first-call basis until the event is sold out. Reservations will normally be accepted one month in advance of all events. A "Wait List" will be used to replace any cancellations. Group reservations are limited to a maximum of twelve (12) per table. Each Owner/Renter may reserve two (2) entries in total to the Member social functions, albeit two (2) Owners/Renters or one (1) Owner/Renter and one (1) Guest.

Cancellations for Member social events must be made at least 48 hours in advance to avoid being charged for that event. You may cancel a reservation by calling 354-2100. Members on the "Wait List" who do not receive reservations will be given priority in making reservations for the next scheduled Social Function subject to the following conditions:

1. Members on the "Wait List" must telephone the Club or come in person by 10:00 am on the day reservations are first accepted for the next scheduled Social Function to secure priority reservations. Failure to telephone or come to the Club in person by 10:00 am will forfeit their priority standing.
2. Only individuals and couples will be given priority for the next Social Function. (No groups of 3 or larger) For example, each individual or couple within a party of twelve on the "Wait List" must telephone or come in person to secure a priority reservation.
3. The Priority Wait List will be in effect for all scheduled Social Functions that require advance reservations. Members who are put on the Priority

Wait List for the last scheduled Social Function of the year will be carried over to the next scheduled Social Function.

PRIVATE PARTIES

The Dining Room may be booked for private parties, providing there is no conflict with Club operations or functions, by calling the Club Operations Manager at 354-2100. All Club rules will remain in effect, including the dress code.

MEETINGS

Due to the large numbers of groups wishing to use Club facilities, all groups are required to reserve space and time with the Club Operations Manager by calling 354-2100. Space will be reserved on a “first call” basis. Please specify any set-up requirements prior to the meeting. The Club reserves the right to re-assign function rooms and limit space of any group.

CLUBHOUSE DRESS CODE

Denim, swim attire, cut-offs, flip flops, tee shirts, tank tops and gym attire are **not** allowed in the clubhouse. Gentlemen must wear shirts with collars or logo mock turtle necks. An appropriate mock turtle neck design is on display in the Golf Shop. Gentlemen are requested to wear trousers during the dinner hours in the Main Dining Room. Gentlemen must remove their caps. The determination of what is proper shall at all times be at the discretion of the General Manager.

In some instances, dress for special Club sponsored events will be an exception to the normal guidelines. The announcement of any special Club event will include any exceptions to the normal dress code.

SMOKING POLICY

Smoking is prohibited in all enclosed areas of the Club, including the clubhouse, fitness center, golf shop and restrooms. Smoking is also prohibited on the Grill Room patio. Smoking is discouraged on the golf course and Common Areas. Ash trays are required for smokers on the golf course and are available from the Starter.

GOLF

GOLF COURSE RULES

In setting these rules for use of the golf course, management is in no way attempting to restrict the enjoyment obtained from playing our course. It is, however, necessary to follow certain procedures to ensure maximum enjoyment and safety for all golfers. It is hoped that pride in our Club, together with the thoughtfulness and consideration we afford our fellow golfers, will make enforcement of any rules unnecessary.

- 1) The rules of the United States Golf Association (USGA) govern play, except when Local rules take precedent. Please refer to the scorecard for local rules.
- 2) Use of the golf course is controlled by the Head Golf Professional. The Head Golf Professional, in consultation with the General Manager, may establish certain days and times during which the golf course may be reserved for men's and women's golf days and special events.
- 3) All players must register at the Golf Shop before playing the golf course.
- 4) The Head Golf Professional and Course Superintendent shall determine when the course conditions prohibit play.
- 5) All play must start on #1 or #10 unless authorized by the Golf Shop Staff.
- 6) No more than four (4) players per group are permitted unless authorized by the Head Golf Professional.
- 7) Each player must have a set of clubs and golf bag when playing the course.
- 8) Practice golf activities shall be limited to the driving range, chipping green and putting green. Practice is strictly prohibited on the golf course.
- 9) All paper, bottles, cans, cigarettes, cigars and other trash should be placed in your golf bag or cart until you reach a receptacle. No coolers are allowed on the golf course unless supplied by the Club.
- 10) Members who are eligible must request a "Handicap Flag" from the Head Golf Professional.
- 11) Ball hawking is not permitted at any time due to pace of play, safety and security concerns. The Club employs a licensed and bonded firm to retrieve golf balls from our ponds.
- 12) Walking, jogging, skateboarding, rollerblading, bicycling and pet walking are not allowed on the golf course or cart paths at any time.

- 13) There are alligators, snakes and other wildlife in the ponds and Common Areas throughout the community. Please use caution around these areas. Florida State law prohibits the feeding of alligators. **DO NOT APPROACH ANY ANIMALS!**
- 14) Use of the golf course is controlled and supervised by the Head Golf Professional. Non-golfers are not permitted on the golf course.
- 15) Range balls are to be used on the driving range or in the pitching area only. Range balls may not be taken from the practice areas for any reason.
- 16) Cell phone use is discouraged and should be used for emergencies only.
- 17) Members should arrive at least 15 minutes prior to scheduled tee time to allow sufficient time to check in at the Golf Shop and with the Starter.

LIGHTNING PROTECTION

Lightning is a severe hazard that must be viewed seriously. Players should stop play and seek shelter any time they believe lightning threatens them. Places to seek shelter during lightning include: clubhouse, maintenance buildings, on-course buildings and automobiles. Places to avoid during lightning: open areas, water, tall trees, metal fences, overhead wires and power lines, elevated grounds, golf carts. Do not use cell phones or radios.

ELECTRIC GOLF CART OPERATION

- 1) Individuals operating electric carts must have a valid driver's license.
- 2) Carts are restricted to two riders and bags.
- 3) During normal operating conditions, the 90 degree rule is always in effect. Carts are to remain on cart paths until reaching a point adjacent to where the ball lies. At that point, carts may be driven across the fairway directly to the ball and should return to the cart path on the same line after the shot has been played.
- 4) Carts are never permitted on the shoulder or surface of any tee, green or bunker. Stakes and/or ropes indicate areas where the Superintendent restricts cart traffic.
- 5) The Head Golf Professional and Course Superintendent shall determine when the golf cart operation is prohibited or restricted to cart paths only.
- 6) No personal golf carts are permitted on the golf course at any time.
- 7) Carts must remain on the cart path on all par 3's at all times.

- 8) The driver of the cart always assumes responsibility for returning the cart in the same condition. The driver of the cart is also responsible for any damage that occurs through the operation of the vehicle.
- 9) All golf carts must come to a complete stop at all cart path crossings. Golf carts **DO NOT** have the right of way in traffic.
- 10) Golf carts are not allowed in the parking lot at anytime unless authorized by the Head Golf Professional.
- 11) Golf carts must be returned to the cart attendants immediately following play.

GOLFERS WALKING THE GOLF COURSE

Walking is permitted on the golf course after 4:00 pm (hours subject to change seasonally). Walkers must register at the Golf Shop prior to play. Failure to register prior to play will result in suspension of golf privileges. Walkers must carry Club approved sand bags to replace divots. Sand bags are available for purchase in the Golf Shop. Walkers must begin play at #1 tee unless otherwise authorized by the Head Golf Professional. Walkers must adhere to all golf rules and proper etiquette.

GOLF COURSE/DRIVING RANGE/PUTTING GREEN DRESS CODE

The Club dress code is in effect, which prohibits denim of any kind, tee shirts, swim attire, tank tops, cut-offs, flip flops or gym attire. Gentlemen must wear collared shirts or logo mock turtle neck. An example of appropriate mock turtle neck design is on display in the Golf Shop. Ladies' shirts may be collarless and have sleeves, or have collars and be sleeveless. Ladies' blouses must cover the shoulders and not expose midriff. Any golfer not conforming to the dress code will be requested to change prior to play. Golf shoes must be worn on the driving range, chipping green and putting green.

TEE TIME POLICIES

The Chelsea Automated Tee Time System is in operation at Cedar Hammock. You may access the Chelsea System by telephone number 384-6932 or online at our website, www.cedarhammockgolf.com. Please note the following which will provide maximum benefit to all Members:

- 1) All tee times will be made by membership number.
- 2) A Member must schedule tee times for a guest and the guest must play with the responsible Member.
- 3) A Member's tee time shall not be scheduled as a guest. For example, a Member shall not reserve tee times for guests and later substitute Members.
- 4) Vacancies on the printed Chelsea tee sheets will be filled on a first come, first serve waiting list.

- 5) There will be no substitutes on the printed Chelsea tee sheets. All cancellations will be filled from the first come, first serve waiting list.
- 6) Members whose names appear on the Chelsea tee sheets may not have their tee times switched to other tee times, unless authorized by the Head Golf Professional.
- 7) Once Chelsea tee time sheets have been printed, only the Member can cancel their tee time.
- 8) Notice of tee time cancellation must be given by 5:00 pm of the previous day. Anyone found not giving appropriate notice of tee time cancellation will be charged for fees associated with the scheduled tee time.
- 9) Tee time requests may be made 14 days in advance. Association League tee time requests may be made 7 days in advance.
- 10) In the case of inclement weather the following will be in effect:
 - a. The Head Golf Professional or the General Manager may cancel or delay tee times as appropriate on days of inclement weather that include extreme cold (under 50 degrees Fahrenheit), rain, ice/frost, and fog.
 - b. In the case of cancellation of tee times, the scheduled golfers will not be charged a Chelsea Point nor any fees associated with that tee time.
 - c. In the case of a delay, tee times will resume at the point at which they were delayed when the golf course re-opens. If a delay should last one hour or more, scheduled golfers will have the right to cancel their tee time without being charged a Chelsea Point or any fees associated with that tee time.
 - d. If the temperature is below 50 degrees Fahrenheit, scheduled golfers may cancel their tee time without being charged a Chelsea Point or any fees associated with that tee time.
- 11) Members should advise the Golf Shop of their e-mail addresses for tee time confirmation.

Chelsea Point System

18 Holes	1 Point
18 Holes with 1 Guest	2 Points
18 Holes with 2 Guests	3 Points
18 Holes with 3 Guests	4 Points
9 Holes- Cart Play after 4 pm	½ Point
9 Holes- Cart Play with 1 Guest after 4 pm	1 Point
9 Holes- Cart Play with 2 Guests after 4 pm	1 ½ Points
9 Holes- Cart Play with 3 Guests after 4 pm	2 Points
Walking after 4 pm	0 Points
MGA League Play	0 Points

WGA-18 League Play	0 Points
WGA-9 League Play	0 Points
CHGCC Club Tournaments	0 Points
Sunday Play	0 Points
Signing up for an Open Tee Time after 3pm for the following day	0 Points
Signing up for an Open Tee Time the Day of Play	0 Points

You will receive a .1 Point Reduction for each hour away from your requested Tee Time. (Ex. You request a 7:30 am Tee Time. You receive a 12:30 pm Tee Time. You will be charged .5 Point).

You will find additional information on Chelsea in the Golf Shop and on the Club website.

JUNIOR PLAY

- 1) Children, 18 through 21 years of age, who reside with their parents are entitled to the same privileges as their parents.
- 2) Juniors, under 18 years of age, are not allowed to start before 2:30 pm unless accompanied by an adult golfing Member.
- 3) The Head Golf Professional may waive playing restrictions for juniors provided they are able to exhibit adequate knowledge of golf rules and etiquette.

GOLF COURTESY AND ETIQUETTE

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

- 1) Please repair all ball marks on greens and sand all divots in the fairway.
- 2) Please rake your tracks while leaving a sand bunker. **Rakes should be placed back in the bunkers away from the edges.**
- 3) After finishing a hole, place the flag in the hole and leave the green area immediately. Proceed to the next tee, do not remain parked along the side of the green; mark your scores at the next tee.
- 4) Please be respectful of private property surrounding the golf course. Under no circumstances shall electric carts be driven on, or any shot played from, other than golf course property.
- 5) **Slow Play**- Players are required to maintain a pace of play that keeps them up with the group in front of them. Rangers and/or golf shop staff routinely monitor the speed of play and are required to enforce the following policy for the pleasure and

enjoyment of the entire field.

First Offense:

The group has fallen behind the group in front of them and has fallen behind the allotted time limit for their position on the course. The ranger will display a yellow flag, which indicates your group is out of position and that you need to catch up to the group in front.

Second Offense:

The group has not improved their position. The ranger will again display the yellow flag to inform them of their second warning, emphasizing the need to catch up to the group in front.

Third Offense:

The group has been yellow flagged twice and has not improved their position. The Head Golf Professional or Assistant Golf Professional will display a red flag and escort the group to a position directly behind the group in front of them.

- 6) Inexperienced golfers are requested to refrain from playing during peak times of the day.

GOLF ASSOCIATIONS

Members and transferees are encouraged to join one of Cedar Hammock's golf associations. During the winter season, the 18 hole WGA plays each Tuesday, the MGA plays each Wednesday and the 9 hole WGA plays each Thursday. Annual membership application forms for each association are available in the Golf Shop and on the Club website. See bulletin boards in the respective locker rooms for additional golf association information.

GOLF HANDICAPS

A golf handicap service is provided for Members and transferees for an annual fee, the amount to be determined by the General Manager.

To establish an accurate and legitimate handicap, players are required to post scores after each completed round of golf. The handicap computer is located in the Golf Shop. Scores may also be posted on-line at www.ghin.com, with instructions for the posting of scores available in the Golf Shop. To be eligible for tournament play, an authorized U.S.G.A. handicap may be required as deemed necessary by the Head Golf Professional. Please see the Club website at www.cedarhammockgolf.com. for additional information on the Club Handicap policy.

TENNIS RULES

Members, transferees and their guests shall have the right to use the Club courts at any time the tennis courts are open. The operating hours are daily from 8:00am-10:00pm or as determined by the General Manager. Variations of time will depend on the season, weather and utilization of the facility. Courts are not to be used when nets are lowered.

- 1) Playing guests must be accompanied by a Member or transferee.
- 2) Courts are not to be used for any purpose other than tennis.
- 3) Tennis shoes (soft soled shoes only) must be worn at all times.
- 4) Players must wear appropriate tennis wear.

Men must wear tennis shorts, shirts and/or appropriate warm-up suits.

Women must wear tennis shorts, skirts, tennis shirts, dresses or appropriate warm-up suits.

- 5) All players are expected to observe tennis etiquette on and off the Club courts.
- 6) The use of profanity, loud noises or any form of misconduct will be subject to disciplinary action.
- 7) No person shall distract or interfere with players while a match is in progress.
- 8) The tennis courts are reserved for organized tennis activities, Monday through Saturday, October – April from 8:00 am until 12:00 noon.
- 9) Please check bulletin boards located at the tennis courts and in the Fitness Center for updates on organized tennis activities.

SWIMMING POOL(S) AND SPA

Members, transferees and their guests are entitled to the use of the four community swimming pools during the hours of dawn until dusk, unless otherwise posted. There is **NO** lifeguard on duty. Swimming is at one's own risk.

Florida State Board of Health Rules concerning swimming pools must be followed.

- 1) Persons with open sores, cuts or communicable disease may **NOT** enter the pool.
- 2) Animals are not allowed in the pool area.
- 3) Persons must shower before using the pool or after applying suntan lotion.
- 4) Bathing suits or proper bathing attire only. No cut-offs are allowed.
- 5) Children under 12 years of age must be accompanied by an adult.
- 6) Incontinent individuals including diaper age children, with or without diapers, are not permitted in pool.
- 7) Use a towel when sitting on the lounges and chairs and please remember to wipe down your chairs after use.
- 8) No running or loud noises are allowed in pool area.
- 9) No glassware or food is permitted in pool area.
- 10) No inflatables, other than swimming aids, are allowed in the pool. **NO BALLS OR FRISBEES ARE ALLOWED.**
- 11) Persons using radios, CD players, etc. must use earphones.
- 12) Pool depth is measured in feet. **NO** jumping or diving is allowed.
- 13) Emergency telephones (direct 911 lines) are located at each of the community swimming pools.
- 14) Roll down umbrellas before leaving the pool area.
- 15) Children under 3 years of age are not allowed in the spa.

FITNESS ROOM

All Members, transferees and their guests are entitled to the use of the Fitness Room. Hours will be determined according to usage and posted accordingly.

- 1) Use of equipment should be in accordance with manufacturer's recommendations.
- 2) Use of the Fitness Room and equipment is at one's own risk. The Club accepts **no** liability for injuries.
- 3) No glass of any kind is permitted in or around the Fitness Room.
- 4) Children under the age of 16 are **not** permitted to use the equipment at any time.
- 5) Individuals planning to use these facilities are urged to consult their physician and have an exercise program arranged.
- 6) Individuals with heart or other health disorders should not use the fitness center without consulting their physician prior to use. A telephone is located in the fitness center. Emergency help number is 911.
- 7) Fitness/walking shoes and proper attire must be worn when using the fitness equipment. Shoes are required in the Fitness Center at all times. Sandals are not allowed.
- 8) Use of equipment should be limited to thirty (30) minutes when another individual is waiting to use that particular piece of equipment. Equipment should be cleaned after each use. Cleaning cloths are available in the Fitness Room.
- 9) Please check the bulletin boards in the Fitness Room for scheduled classes throughout the year.
- 10) The Club is not responsible for any personal items brought to the Fitness Center.

DISCIPLINARY ACTION

In situations where individuals do not observe the rules, infractions such as the following may be brought to the attention of the Board of Directors for disciplinary action.

- 1) Repeated violation of Club rules or knowingly violating a Club rule.
- 2) Display of temper or other discourteous conduct resulting in damage to Club property or physical damage.
- 3) Disrespect shown to Club employees or fellow Members, transferees or guests.
- 4) Personal use of driving range balls on the golf course.
- 5) Failure to register guests when playing the golf course.
- 6) Violation of tee time policies.

RULES VIOLATIONS POLICY

Adopted by the Board of Directors 9/26/05

Cedar Hammock Golf & Country Club, Inc. (CHGCC) is a not-for-profit corporation established in August, 1999 by US Home Corporation. The purpose of the corporation, as organized, is to provide an entity for the operation of the residential community. CHGCC has all of the common law and statutory powers and duties of a corporation under Florida law except as modified by the documents filed as part of the organizational process.

These documents include the Articles of Incorporation, the Declaration of Covenants, Conditions and Restrictions and the By-laws. These documents were adopted by the initial Board of Directors and continue in effect until changed or modified by the owners as provided in the respective document.

These documents define the powers and duties necessary to operate CHGCC and must comply with Chapter 617 of the Florida Statutes. It is the responsibility of the Board of Directors to oversee the operation of the corporation, establish Club policy and enforce all policy including Club rules and regulations as adopted by the Board of Directors.

The Board of Directors has established the following procedures for handling rules violations:

- 1) Any rules violation will be reported to the Club Manager within 24 hours of occurrence by a written Incident Report.
- 2) A copy of the Incident Report will be forwarded to the President of the Board of Directors.
- 3) The Club Manager and the President of the Board of Directors will meet and decide on appropriate action based on the nature and severity of the incident. Actions are limited to:
 - a) No action.
 - b) A letter written by the Club Manager to the offending party explaining the rules and alleged violation. An offer must be made to supply a copy of the Incident Report and/or a personal meeting with the offending party may be scheduled.
 - c) A warning letter written by the Club Manager to the offending party explaining the rules and reported violation or multiple violations with a warning that future or continued violations will result in fines or suspension of membership privileges by the Board of Directors. An offer must be made to supply a copy(ies) of the report(s) and/or a personal meeting with the offending party may be scheduled.
 - d) Referral of the Incident Report(s) to the Board of Directors for action.

Any rules violation referred to the Board of Directors by the above procedures will be dealt with during a regular or special Board meeting. The Board, by a majority vote, will decide the nature and extent of any action to be taken. Section 10.5 of the Declaration of Covenants and Section 2.7 of the By-laws authorize the suspension of a Member's membership in the Club by the Board for certain infractions, and Section 10.5 also authorizes the Club to levy reasonable fines not to exceed the maximum allowable by law, against any Member or any tenant, guest or invitee. Section 10.5 of the Declaration and Florida Statute 617 outline the procedures for any suspension or fine including the appointment of a hearing panel by the Board to provide an opportunity for a hearing. Hearing panels will be appointed when situations requiring the appointment of such panels arise.