

RESERVATION PROCESS

Homeowner should understand that if they have an outstanding balance for homeowner's dues or assessments of any kind they lose their right to use or rent the Pool and/or Clubhouse. Members not in good standing will have their use of facilities privileges suspended or revoked accordance with the 14th Amendment of the Restrictive Covenants.

Reservations for all events will be made on a first come, first serve basis and can be done by email to the clubhouse manager, Charlotte Boswell, at hoolihancharlotte@yahoo.com or by calling her at - (985) 237-9557. See web site (<http://www.riveroaksestates.org/>) for more information. Any cancellations should be reported as far in advance as possible. Confirmation will be made when the calendar is checked. For all Rentals you must pay your deposit and sign an agreement to book your party with the facilities manager in order to reserve your space as to not allow parties to overlap. Deposits are required for all Rentals. The amount of the deposit is shown with each type of Rental. The deposit will hold your reservation and will be applied to your rental cost. If you do not cancel your reservation with 48 hours of your reservation date, you will forfeit your deposit. If additional cost is incurred due to your rental, charges will be due 10 days after your rental. Additional charges may be incurred due to failure to return the thermostat to RUN, misuse, damage or failure to perform all of the requirements of the Rental as set forth in the agreement. Agreement and Checks for Rentals can be sent to Charlotte Boswell, c/o River Oaks HOA , #1 River Oaks Drive, Covington, LA 70433 or place agreement and Check(s) in an envelope with Charlotte's name on it and leave it in the Mail Drop box on the outside Clubhouse wall. Do not leave cash.

YOUR REQUESTED DATE FOR CLUBHOUSE AND POOL USAGE WILL BE RESERVED AND CONFIRMED- UPON RECEIPT OF YOUR CHECK. THE CLUBHOUSE CAN BE USED EXCLUSIVELY BY ADULTS ONLY. THE CLUB AREA IS OFF LIMITS TO AGES 18 AND UNDER WHEN THE FACILITY IS CLOSED.

CLUBHOUSE and POOL RENTAL GUIDELINES (SUMMER-POOL SEASON DAYS) **Effective February 1, 2019**

Homeowner should understand that if they have an outstanding balance for homeowner's dues or assessments of any kind they lose their right to use or rent the Pool and/or Clubhouse. Members not in good standing will have their use of facilities privileges suspended or revoked accordance with the 14th Amendment of the Restrictive Covenants. For all Rentals you must pay your deposit and sign an agreement to book your party with the facilities manager in order to reserve your space as to not allow parties to overlap. Deposits are required for all Rentals. The amount of the deposit is shown with each type of Rental. The deposit will hold your reservation and will be applied to your rental cost. If you do not cancel your reservation within 48 hours of your reservation date, you will forfeit your deposit. If additional cost is incurred due to your rental, charges will be due 10 days after your rental. Additional charges may be incurred due to failure to return the thermostat to RUN, misuse, damage or failure to perform all of the requirements of the Rental as set forth in the agreement. Agreement and Checks for Rentals can be sent to Charlotte Boswell, c/o River Oaks HOA , #1 River Oaks Drive, Covington, LA 70433 or place agreement and Check(s) in an envelope with Charlotte's name on it and leave it in the Mail Drop box on the outside Clubhouse wall. Do not leave cash. Checks should be made out to "River Oaks Homeowners Association"

If your party numbers are larger than booked with Safewater Management, Inc. the lifeguard has the authority to keep party swimmers out of the pool until the sufficient amount of lifeguard coverage deemed necessary arrives.

The clubhouse will be locked outside of lifeguard contract hours. During the summer pool season, only

Effective 2.1.19 (Updated 2.5.19)

members of the River Oaks HOA may reserve the clubhouse outside of lifeguard hours. See dates for lifeguard hours for the current year in the "Clubhouse and Pool Rules and Regulations" document. No Non-resident or summer memberships are allowed a rental unless it is booked and attended by a homeowner. **Lifeguards must be present and will cost \$30.00 each per hour. Parties will be capped at 75 swimmers.** Parties cannot be booked on holidays and no more than one party will be allowed from Friday thru Sunday depending on the timing of parties requested and availability of cleaning personnel. The pool will remain available to homeowners during private pool parties booked at night. If the party is only using the clubhouse and not the pool, the pool will remain available to homeowners by use of key access. A usage fee for clubhouse rentals with food and drink will be charged as follows:

- Up to 35 people - \$100 / \$100 Deposit is required
- Above 35 people - \$150 / \$150.00 Deposit is required
- Above 50 people - \$200 / \$200 Deposit is required.

*****Clubhouse Only parties may not use the pool deck if no lifeguards are secured.*****

*****Video Cameras have now been installed in the clubroom and all areas around the Pool*****

If additional cost is incurred due to your rental, charges will be due 10 days after your rental. Additional charges may be incurred due to failure to return the thermostat to RUN, misuse, damage or failure to perform all of the requirements of the Rental as set forth in the agreement

The cleanup fee included in your rental cost is for CLEANING the clubhouse only. There will no waiver of cleaning cost. If you reserve the clubhouse, it is your responsibility to clean the outside area and return the pool chairs to the pool area if used. If the outside area requires cleaning, an additional fee may be required. Failure to comply with these rules can result in a fine of up to \$100. Renter will take full responsibility to ensure that the rules outlined in the use agreement are followed before, during and at the end of the event. The pool and clubhouse are closed for maintenance on Mondays during summer months.

POOL PARTIES- (SUMMER-POOL SEASON DAYS) **Effective February 1, 2019**

Homeowner should understand that if they have an outstanding balance for homeowners dues or assessments of any kind they lose their right to use or rent the Pool and Clubhouse. Use privileges will be suspended or revoked for members not in good standing accordance with the 14th Amendment of the Restrictive Covenants.

The pool may be reserved for large parties of 20 or less during day time hours while the pool is open, April 6 thru October 15. **Lifeguards must be present and will cost \$30.00 each per hour. Parties are capped at 75 swimmers.** The Lifeguard will be provided by Safewater Management. The number of lifeguards will be determined by the number of people in your party and whether your guests consist of children or adults. For parties of 35 or less, a minimum of 2 Lifeguards is required. For parties of 36 or more, a minimum of 3 Lifeguards are required. More Lifeguards may be required for parties of 36 or more depending on the number attending the party. Lifeguards will be paid by the Homeowner obtaining the rental. Checks for Lifeguards must be sent to Safewater Management along with your Rental deposit to reserve your date and Lifeguards.

If additional cost is incurred due to your rental, charges will be due 10 days after your rental. Additional charges of up to \$100 may be incurred due to misuse, damage in the pool area or failure to perform all of the requirements of the Rental as set forth in the agreement. Renter will take full responsibility to ensure that the rules posted at the pool are followed during the event.

Pool birthday, etc parties are permitted during lifeguard hours but they must be limited to **20 (Twenty)**
Effective 2.1.19 (Updated 2.5.19)

people or less where the non-resident guest are limited to 10. For these parities, if needed, the clubhouse can be used by renting using the normal reservation rental agreement. This applies to both residents and non-resident Summer memberships. Depending on the number people and the time requested in Pool season an additional lifeguard maybe required. Non-resident Summer members may book small parties only during lifeguard hours. Notification to pool manager is required during lifeguard hours and non-lifeguard hours in order to avoid overlapping of parties due to limited space. Please limit your activities other than swimming to the picnic area. In the event that the party is outside of lifeguard contract hours, the clubhouse is not available unless booked and paid for. The pool and clubhouse are closed for maintenance on Mondays during summer months.

PLAYGROUND USE GUIDELINES (WINTER-NON POOL SEASON DAYS)

Effective February 1, 2019

All parties occurring in the playground when the pool is closed require the approval of the facilities manager and will be required to pay a \$20.00 fee for bathroom use only. No Deposit is required

Checks should be made out to "River Oaks Homeowners Association"

*****Video Cameras have now been installed in all areas around the Clubhouse*****

CLUBHOUSE ONLY RENTAL GUIDELINES (WINTER - NON-POOL SEASON DAYS)

Effective February 1, 2019

Homeowner should understand that if they have an outstanding balance for homeowners dues or assessments of any kind they lose their right to use or rent the Pool and/or Clubhouse. Members not in good standing will have their use of facilities privileges suspended or revoked accordance with the 14th Amendment of the Restrictive Covenants.

Winter or periods outside of summer season clubhouse rentals are for homeowners only. The homeowner can sponsor a non-resident but must be present for the whole event and take full responsibility. The reservation and the payment must be made by the homeowner. Homeowners can us the rental key that is located in a lockbox by the front door. A usage fee for clubhouse rentals with food and drink will be charged as follows:

Up to 35 people - \$100 / \$100 Deposit is required

Above 35 people - \$150 / \$150.00 Deposit is required

Checks should be made out to "River Oaks Homeowners Association"

*****Video Cameras have now been installed in the clubroom and all areas around the Clubhouse*****

If additional cost is incurred due to your rental, charges will be due 10 days after your rental. Additional charges may be incurred due to failure to return the thermostat to RUN, misuse, damage or failure to perform all of the requirements of the Rental as set forth in the agreement

The cleanup fee included in your rental cost is for CLEANING the clubhouse only. There will no wavier of cleaning cost. If you reserve the clubhouse, it us your responsibility to clean the outside area and return the pool chairs to the pool area if used. If the outside area requires cleaning, an additional fee may be required. Failure to comply with these rules can result in a fine of up to \$100.

Renter will take full responsibility to ensure that the rules outlined in the use agreement are followed before, during and at the end of the event.

RIVER OAKS CLUBHOUSE COMPLIMENTARY USE AGREEMENT - Effective February 1, 2019

Homeowner should understand that if they have an outstanding balance for homeowners dues or assessments of any kind they lose their right to use or rent the Pool and/or Clubhouse. Members not in good standing will have their use of facilities privileges suspended or revoked accordance with the 14th Amendment of the Restrictive Covenants.

THE FOLLOWING GUIDELINES ARE TO BE FOLLOWED WITH EACH PRIVATE USE OF THE CLUBHOUSE WHERE NO RENTAL FEE WILL APPLY - SMALL HOMEOWNER GROUPS SUCH AS BUNKO, CUB-SCOUTS, GIRL SCOUTS ETC. OR TO MEETINGS THE ATTENDANCE IS LESS THAN 10 OR THE SIZE OF THE TROOP IN THE CASE OF CUB SCOUT AND GIRL SCOUT TROOPS OR THE APPROVED ATTENDANCE COUNT FOR OTHER ASSOCIATION SANCTIONED EVENTS. These groups should sign an agreement for use. For on-going groups (One agreement per year) and a separate agreement for each use for one time groups that meet. No Food or Drinks will be allowed for these types of uses except by permission of Facilities Manager. If food is approved, cleanup of the entire kitchen area and make sure to take all food and party supplies home following the event. Use of the pool is NOT permitted with complimentary use of the Clubhouse. Use is limited to three (3) hours. The pools maybe open at the time of the party, but homeowner is responsible to make sure attendees do not go into the pool area. If you reserve the clubhouse, it is us your responsibility to clean the clubhouse, the bathrooms and the outside area if used. If the clubhouse or outside area requires cleaning after your use, an additional fee may be required except for Association sanctioned events. Failure to comply with these rules can result in a fine of up to \$100. Renter will take full responsibility to ensure that the rules outlined in the use agreement are followed before, during and at the end of the event. The homeowner renting the clubhouse will be responsible for repairing any damage during the event.

YOUR REQUESTED DATE FOR CLUBHOUSE AND POOL USAGE WILL BE RESERVED AND CONFIRMED - UPON RECEIPT OF YOUR CHECK. THE CLUBHOUSE CAN BE USED EXCLUSIVELY BY ADULTS ONLY. THE CLUB AREA IS OFF LIMITS TO AGES 18 AND UNDER WHEN THE FACILITY IS CLOSED.

REQUIREMENTS OF ALL THE RENTALS LISTED ABOVE:

Homeowner should understand that if they have an outstanding balance for homeowners dues or assessments of any kind they lose their right to use or rent the Pool and Clubhouse. Use privileges will be suspended or revoked for members not in good standing accordance with the 14th Amendment of the Restrictive Covenants.

Use of the Clubhouse, Pool and Playground area are predicated on the Resident signing the "Use Agreement", and acknowledge that they have read and agree to comply with all of the Clubhouse and Pool Rules and Regulations, Pool Behavior Guidelines and will complete the Check List posted when leaving the clubhouse when rental is complete. These rules, regulations and guidelines are available on the web site at <http://www.riveroaksestates.org/clubhouse-pool/>

The "Use Agreement" for the rental function types can be found on the River Oaks web site at <http://www.riveroaksestates.org/> and are listed below:

[CLUBHOUSE ONLY & CLUBHOUSE & POOL PARTY RESERVATION AGREEMENT. Effective 2.1.19](#)
[POOL ONLY and/or PICNIC AREA ONLY PARTY RESERVATION AGREEMENT - Effective 2.1.19](#)
[RIVER OAKS CLUBHOUSE COMPLIMENTARY USE AGREEMENT - Effective 2.1.19](#)
[CLUBHOUSE AND POOL RULES AND REGULATIONS - Effective 2.1.19](#)