

Kipling Estates Homeowners Association (Association) Clubhouse & Amenities Rules

The Clubhouse & Amenities are available to Kipling Estates Homeowners (Owners) and residing members who have **properly registered** with the Clubhouse and in good standing. Amenities include the pool, fitness center, party room and tennis court. Good standing constitutes that all association fees and or fines are current, and no unresolved architectural review findings. The Clubhouse & Amenities Rules are governed by all other rules adopted by the Board of Directors as published in the Kipling Estates website located at www.kiplingcommunity.com, who may at their discretion change these rules from time to time.

The following rules are for the protection and benefit of all to ensure safety and a sanitary operation of the Clubhouse & Amenities. Your cooperation in complying with these conditions will afford a pleasant relaxation, recreation, and physical activity for all.

Owners are responsible for their residents, tenants, and guests, therefore please make certain that all residents, tenants, and guests are familiar with these Rules and Regulations. If you have any questions regarding any part of these Rules and Regulations, please contact the management company.

Bay Property Management Services, Inc.:

Email: info@baypropertyservices.net
Phone: 708-974-4900
Address: 315 W. Maple Street
New Lenox, IL 60451
Emergency: 708-974-4900
Website: www.baypropertyservices.net

Other HOA Information:

Website: www.kiplingcommunity.com

Clubhouse: Email: clubhouse@kiplingcommunity.com
Phone: 815-725-9922
Address: 850 Wynstone Dr.
Shorewood, IL 60404

Lobby Lock Box: located outside the office entrance, for items such as but not limited to association payments, Architectural Request forms, or messages.

General Information:

1. The Clubhouse and Fitness Center are available for use with access to the keyless entry system (Openpath) every day between the hours of 5:00 a.m. and 10:00 p.m. Without the Openpath

entry activation access is limited to Office Staff hours. Office Staff hours can be found on the Kipling Estates website at www.kiplingcommunity.com.

2. The Clubhouse Pool access begins Labor Day weekend through Memorial Day weekend the daily hours of operation are between 10:00 a.m. and 8:00 p.m.
3. The Tennis Court access begins daily from April 1st through November 1st.
4. Openpath. Keyless entry security entry system is available to each properly registered and in good standing.
 - a. Instructions for downloading the Openpath Mobile app are posted to the Home page of the Kipling website at www.kiplingcommunity.com.
 - b. Once the app is downloaded visit the Clubhouse for activation.
 - c. One Owner per household will provide **ONE** email that may be used to authorize multiple credentials: mobile or fast pass (fob). Fobs are limited to 2 per household and should be safeguarded.
 - d. It is the Owners responsibility to notify the management company or the Clubhouse staff if mobile or fast pass is lost or stolen (in order to prevent inappropriate usage). The Owner agrees to pay a \$25.00 replacement fee.
 - e. This access system monitors each entry door to the Clubhouse and informs the Association who was using any amenity (with exception to the tennis court) at any particular time. Security is automatically alerted if the system is improperly used or bypassed. Security cameras are in place to prevent misuse of the property and equipment and may be used to substantiate any occurrence of such.
 - f. It is the Owners responsibility to register residents and tenants who are 18 years of age or older at their discretion.
 - g. The Owner, resident or tenant will not loan or provide access of his/her credentials to family, friends, etc. Owner must remain with their guests while using the Clubhouse and Amenities.
 - h. Any violation of these rules will be subject to suspension and or fine.
5. Owner Liability for use:
 - a. Use of the Clubhouse and Amenities shall be at the owner's risk and the Association shall have no liability for any damage or accident resulting from use of the Clubhouse and or any of the stated Amenities.
 - b. Owners are responsible for any damage or improper actions caused to the Clubhouse and Amenities.
 - c. The Association is not liable for any personal injury to the property owners and their residents, tenants, or guests.
6. Suspension of Right to use:
 - a. Pursuant to section Article XI Section 11 of the Associations' Amended and Restated Declaration of Covenants and Restrictions, after notice and an opportunity for a hearing, the Board may suspend the Common Amenity usage rights of any Owner who has failed

or refused to pay an assessment when due or who violates any conditions, covenants, restrictions, rules, or guidelines noted in the governing documents.

7. **NO SMOKING or PETS** are allowed in the Clubhouse & Amenities. Smoking is permitted on the West patio, North patio, and Parking lot area.
8. No wheeled recreational vehicles shall be allowed in the Clubhouse & Amenities. This includes, but not limited to strollers, bicycles, tricycles, scooters, wagons, skateboards, or roller blades.
9. Owners and their residents, tenants, and guests using the Clubhouse are expected to respect the property. Furniture and fixtures are to be used according to their intended use. If you notice a piece of equipment, furniture, or fixture in need of repair, please notify the Clubhouse Staff by using the information provided on the 1st page of this document.
10. Excess or unsafe behavior is not allowed inside or outside of the Clubhouse & Amenities.
11. Party Room use is restricted to **RESERVED** Owner, resident, tenant or Association parties, meetings, and events.
12. Office Staff have the authorization to ask any Owner, resident, tenant, or guest to leave the premises for inappropriate behavior, and will make record of such.

CLUBHOUSE:

1. Proper attire is required in all areas of the Clubhouse. Shoes and shirts must be always worn.
2. Persons under the age of 13 must be accompanied by an adult 18 years of age or older except to use the restroom facilities.

FITNESS CENTER:

1. Proper attire is always required while using the Fitness Center. Only suitable athletic shoes and sports attire is to be worn while using the equipment. Shirts are to be always worn, and street shoes are not permitted.
2. Beginning each November 1st thru March 1st, suitable, DRY, shoes are to be brought to the Clubhouse and worn when entering the Fitness Center. Shoes are to be changed in the restroom; street shoes can be stored in the restroom lockers.
3. Wet bathing suits, clothing and/or footwear are prohibited in the Fitness Center.
4. Persons under the age of 16 are not permitted to enter or use the Fitness Center. Persons between the ages of 16 and 18 must be accompanied by a parent 21 years or older.
5. Owners, residents, and tenants are limited to 2 guests at any one time. Owners, residents, and tenants must always accompany and remain with their guests.

6. All equipment is first come first used and may not be reserved. As a courtesy to those waiting, please limit yourself to 30 minutes per machine. You may use the machines longer if there's no one waiting.
7. Be courteous to fellow gym users and their guests by muting phone, limiting phone conversations or exit to the lobby when on a call.
8. Glass items (bottles, cups, etc.) are strictly prohibited. Food and Beverages, except for bottled water, should be consumed in other areas of the Clubhouse.
9. Leave the Fitness Center area as you found it. REPLACE ALL WEIGHTS and wipe down the machines after use (seats, handles, etc.) with the sanitizing accessories provided by the Association.

Pool Area:

1. Hours of operation: daily from 10:00 am until 8:00 pm beginning the Labor Day weekend thru Memorial Day weekend.
2. Proper swim attire is required; cut-offs and thong suits are not permitted in the pool or on deck.
3. Lockers are available in the rest rooms. All items must be removed daily, as well as locks. Locks that are not removed at the end of the day will be cut off. Staff is not responsible for items left behind.
4. Persons under 13 years of age must be accompanied and supervised by an Owner, resident, or tenant who is at least 16 years of age or older.
5. Owners, residents, and tenants (of 16 years of age or older) are permitted to bring 2 guests and must accompany their guests during the entire use.
6. Babysitters and nannies over the age of 16 are allowed to bring in children of Owners, residents, or tenants. Owners, residents, or tenants must register babysitter and/or nanny before bringing resident children to the pool area.
7. Owners, residents, and tenants are allowed to bring neighboring Association resident children not to exceed 5. Owners of accompanying resident children must also be current with association dues.
8. The pool will close, when the air temperature is below 68 degrees and/or a serious chemical imbalance occurs in the pool. When lifeguards are present the pool will close when lighting and/or thunder is present and remain closed for 30 minutes from the last occurrence.

9. **NO POOL PARTIES OR PETS ARE ALLOWED.**
10. No alcohol, glass or containers of breakable objects are permitted in the pool area.
11. At quarter to the hour, persons under the age of 18 are to EXIT the pool, for 15 minutes to allow for adult swim. Adults use this time for swimming laps and Lifeguards will be taking their breaks. Persons exiting the pool are to stay behind the white line circling the pool.
12. Persons having any skin disease, sore or inflamed eyes, cold, nasal or ear discharge, open sores or bandages or any communicable disease of any kind cannot be admitted.
13. Persons not yet toilet trained must always wear swim diapers when in the pool, or on the pool deck.
14. Showers are required before swimming and not for bathing or meeting place during off-time swimming. Showers are for rinsing off before and after using the pool.
15. Persons using suntan preparations that leave a greasy or oily substance on their skin must shower and remove these substances before entering the pool.
16. NO tossing balls across the pool or to anyone in the pool.
17. No diving into the pool.
18. No running, pushing, rough play or profane language will be tolerated.
19. Kickboards, tube, toys, water gun/dispensers or inflatable rafts are not permitted in the pool. Only inflatable objects such as swimming aids will be allowed in the pool. Pool toys are permitted at the discretion of the pool attendant; however, the office staff has the overall final authority.
20. Radios are permitted on pool deck areas if they are battery-operated equipped with earphones. The only radio that may be used is the radio in possession of office staff, which must be maintained at a low volume at an easy listening station.
21. All food items brought to the pool must be consumed at the tables provided in the pool area. The tables are not to be saved for future use.
22. All trash must be put in the trash receptacles provided in the designated areas.
23. All persons using the pool must be dry before entering the Clubhouse.

Clubhouse Party Room:

1. Party Room use is restricted to **RESERVED** Owner, resident, tenant or Association parties, or meetings, and events.
2. Reservations may be scheduled by submitting a completed, signed party reservation form and payment to the Clubhouse Staff. Owners, residents, and tenants may reserve the Clubhouse party room on a first come first served basis. Clubhouse Reservation Applications are posted to the Kipling Estates website at www.kiplingcommunity.com or by visiting the Clubhouse during Staff hours.
3. Use of the Party Room is governed by the signed and staff authorized Clubhouse Reservation Application.
4. The refrigerator and microwave are available to only the above reserved purposes, staff, and lifeguards.

Tennis Court:

1. Hours of operation: daily beginning April 1st through November 1st each year.
2. Proper tennis attire and shoes are required. Street shoes and swimming suits are not permitted.
3. Owners, residents, tenants, and guests ages 13 and older may use the equipment without supervision. Persons under 13 years of age must be always accompanied by an adult.
4. Owners, residents, and tenants are limited to 3 guests at any one time.
5. Tennis court gates will remain open during the hours of operation.
6. There is a one-hour limitation on the tennis court. You may continue to use the court if no one is waiting to play.