

**LEISURE WORLD COMMUNITY CORPORATION  
BOARD OF DIRECTORS**

**Community Rules**

In a community such as Leisure World, rules are essential in order to protect the interests of the residents, to help preserve and enhance the value of Trust properties, and to create a safe and enjoyable environment for the owners and residents of the community. These rules are intended to accomplish those goals. It should also be noted that the individual condominiums, the cooperative, and the homeowners' association may have additional rules that pertain to the specific association where you reside.

As agent of the Board of Directors, the management of Leisure World of Maryland Corporation is charged with the responsibility of administering these rules. In addition, management may implement policies that are consistent with the goals and objectives of the Rules when it is their judgment that a particular policy is appropriate and necessary.

**GENERAL**

**TRUST PROPERTIES**

Use of Trust Amenities – An owner who occupies a unit is entitled to use all of the Trust amenities, as are the owner's guests, where guest usage is allowed, provided that all guest fees have been paid and the guests comply with all requirements associated with the amenities.

An owner who does not occupy a unit transfers all rights to use of the amenities to the occupant identified and listed in the required lease/occupancy agreement, and to the occupant's guests, provided that all guest fees have been paid and the guests comply with all requirements.

Restricted Access to Trust Properties – Management has the right to restrict access to Trust properties in order to preserve and protect community property and for public safety.

Violations of Trust Rules – Violations of Trust rules may result in suspension of a person's right to use the Trust amenities.

Trust Parking Facilities – Trust parking facilities are available to residents and their guests for the parking of passenger vehicles only. Trust properties (i.e., Trust streets and parking lots) may not be used for the parking of commercial vehicles (including the discharging and picking up of passengers). Such vehicles include construction equipment, tour buses, moving trucks, and moving/storage equipment such as pods and u-haul type trailers. The following are excluded from this prohibition: recognized Leisure World groups and organizations, tenants who rent space in Trust buildings, Leisure World of Maryland-sponsored events, and public transportation vehicles.

Use of Trust Properties – Trust properties may not be used to support or to benefit a for-profit business that is privately owned and operated by a Leisure World resident or unit owner. However, if a for-profit entity owned and operated by a Leisure World resident or unit owner is a party to a contractual agreement with the Leisure World Community Corporation or its agent,

Leisure World of Maryland Corporation, the terms of the contract may take precedence over this rule. Residents and guests are prohibited from soliciting on Trust property.

**PUBLIC MEETING REPRESENTATION**

Representation of Leisure World Community at Public Meetings – Only individuals who have been approved and authorized by the Leisure World Community Corporation Board of Directors may represent the Leisure World community at public meetings.

**WILDLIFE**

Rules to Impose Fine for Feeding Wildlife – Any person identified feeding wildlife on Trust property will be subject to a fine of \$100.00.

**WATER AND SEWER CHARGES**

All users of water and sewer measured by the Leisure World Master Meter shall be charged at the rate charged to Leisure World by WSSC, except if golf course usage causes a higher water rate, then the golf course shall be charged the entire extra cost resulting from that usage.

Water and sewer charges to submeter users shall be on the basis of water actually consumed and at the WSSC rate charged to the Leisure World of Maryland Corporation, unless in the future there is some other charging mechanism mutually agreed upon between the submeter user and the Leisure World Corporation. Submeters will be read on the same day as the Master Meter.

After adjusting water charges on the Master Meter reading for golf course usage (if any), subtracting other submeter readings and the Trust usage, the remainder shall be prorated among the Mutuals on the Master Meter, in accordance with the number of residential units in each Mutual.

**TENNIS COURTS**

**ROUND ROBIN PROGRAM**

Approval of Use of Tennis Courts by Round Robin Program – The Round Robin Program will be provided use of the tennis courts from 9:30 a.m.–11:00 a.m. every Tuesday and Friday, from May 1, 2006, through October 31, 2006. If no changes are necessary, the General Manager has the right to extend this agreement for 2007 and years thereafter.

**USE OF THE TENNIS COURTS**

Rules for Use of the Tennis Courts –

1. Guests must be presented by a resident.
2. The Courts are reserved for residents and guests 12 years or older until 12:00 noon.
3. After 12:00 noon, an age limit does not apply and any resident and/or guests may play.
4. When other players are waiting:  
Singles play is limited to one hour.  
Doubles play is limited to one hour and a half.
5. One person holding a court must give way when two or more persons are ready to play.

Rules are to be posted at the Leisure World Tennis Courts.

## CLUBHOUSES

### GENERAL RULES

1. Food and drink are not permitted in the Clubhouse lobbies.
2. There is no smoking in the Clubhouses.
3. Official groups/organizations or Mutuals of Leisure World may reserve rooms; room reservations are accepted up to 11 months in advance. Rooms for rehearsals may be reserved one week in advance when they do not interfere with previously scheduled events (exception: theater productions).
4. Leisure World Residents may rent rooms for private parties for a fee.
5. Pets are not permitted in the Clubhouses or on the Lanai, except for service animals.
6. Nonresidents who are houseguests or guests of residents may attend clubhouse functions and use recreational facilities only when accompanied by a sponsoring resident.
7. An adult must accompany guests under the age of 16 at all times.
8. Residents are responsible for the actions of their guests who use Trust facilities.
9. Signs, notices, or letters of any size, type or description shall not be placed on or affixed to Trust Property without prior approval of the E & R Department.
10. Displays may not be taped or fastened to walls by any means.
11. Tables, chairs, coffee urns, furniture, video equipment, microphones, etc. shall not be removed from either Clubhouse for any purpose. Resident groups and organizations may use equipment within Clubhouses when advance reservations are made.
12. The Director of E & R must approve fund raising events. Except for the sale of tickets or ordering of items, all activity must be confined to the room reserved for the event. Approved signs may only be posted in designated locations.
13. Sales promotions or political displays are not allowed in lobbies or approaches to Clubhouses or Lanai.

### ROOM RENTALS

The E & R Department may approve the use of the rooms, no more than twice monthly, for professional seminars and presentations. Scheduling will occur only when events do not conflict with Leisure World groups, organizations, or private parties. Special room rental rate will be assessed.

Professional organizations may not advertise the scheduled event in publications outside of Leisure World. Events will be open *only* to Leisure World residents, and contracts with Leisure World Food Service to provide refreshments and/or meals will be required.

Requests will require approval by the Director of Education and Recreation and the Assistant General Manager.

Rooms are available to Residents and their groups or organizations through reservations with the E & R Department. State and National elections, LWCC Meetings, and Official Meetings, respectively, have priority.

- a. A fee is charged when rooms are reserved in advance. Fees are set by the LWCC Board of Directors annually.

- b. The fee will be waived when a group or individual requests a room that has not been reserved at least four days in advance for any purpose. Any individual or group wishing to use a room and not reserve in advance should contact the E & R Department three days prior to the date on which they want to use the room. At that time, the room will be reserved and no fee will be charged.

Room Rentals for Commercial Fund Raising Activities – The following definition is adopted for “Commercial Fund Raising Activities” subject to a room rental fee. “Any event at which a Leisure World recognized group utilizes the services of an “outsider” (individual, group, vendor, etc.) to sell or market a product or service will be considered commercial fund raising for the purpose of charging a room rental fee.

#### Leisure World Recognized Organizations, Groups, and Clubs

A recognized organization, group, or club is a body of Leisure World residents who have come together for the purpose of promoting a social or service activity. Such a body is recognized once they have followed and met the establishment and membership requirements set forth by the E & R Department. The document detailing these requirements is on file with the E & R Director.

1. All clubs in Leisure World must adhere to the rule of 90 percent Leisure World residents and 10 percent nonresidents. If a resident moves from Leisure World and wants to continue in that club, he or she will be counted in the 90 percent ratio. This rule should be monitored, and the board of each club is responsible for the rule being enforced.
2. Clubs may invite nonresidents to their meetings and functions.
3. A current list of all members must be submitted to the E & R Department no later than June 30 of each year. The list must have the name, Mutual, and phone number of each member.
4. The President of each club is responsible for reviewing the Charter annually.

#### **SWIMMING POOL**

E & R Swimming Pool Rule – All bathers who require assistance must arrange for a water-safe person to accompany them to the locker rooms and pool area, to assist them in any clothes changing that is necessary, to ensure that the bather enters and exits the pool safely, and to assist them in the pool area if necessary. Lifeguards’ normal duties do not provide for this special service. The rule is to be posted in locker rooms and pool area.

#### **CLUBHOUSE I**

Clubhouse I facilities include two commercial kitchens, which are operated under a contract with a food service provider. As such, all food consumed in the building must be supplied by the contractor in order to remain in compliance with food licensure requirements of Montgomery County. Light fare, however, is an exception to this rule. Baked goods/desserts, cheese and crackers, fruit and vegetable trays, and non-alcoholic beverages are acceptable.

1. No alcoholic beverages may be brought onto the clubhouse premises. In accordance with Montgomery County liquor laws, all alcohol must be provided by the food service provider.
2. Approved light fare may be served only in the space reserved.

3. All catering arrangements must be made directly with the food service provider in advance of the affair, after room arrangements have been secured with the E & R Department.
4. Swimmers picking up food from the Stein Room must be in dry bathing suits and be covered from their shoulders to their knees. The food may be eaten on the Lanai.
5. The E & R Department will notify the management of the restaurant each week of the nights there is to be no live music in the Stein Room that would interfere with clubhouse events and functions.

## **CLUBHOUSE II**

1. The Activity Room has been designated by the LWCC Board of Directors as a place for Mutuels to hold events that can include pot luck dinners. Outside catering is not permitted. The Board previously approved procedures relative to the reservation process that is on file with the E & R Director.
2. Light fare (identified as baked goods/desserts, cheese and crackers, fruit and vegetable trays, and non-alcoholic beverages) is permitted in the Meeting Room and the Exercise Room.
3. If an organization, group, club, or Mutual hosts an event in one of the three identified areas where food/beverages are permitted, and is considering allowing the consumption of alcoholic beverages, a waiver to hold harmless the Leisure World of Maryland Corporation and LWCC must be signed. This waiver is on file with the Assistant E & R Director.
4. Auditorium
  - a. No food or drink.
  - b. All cast members involved in any theatrical production sponsored by a recognized Leisure World organization must be Leisure World residents. This does not apply to the contracting of outside adult professionals to assist in the direction or production of the performance. For the purpose of this rule, a theatrical production is defined as any event which requires the reservation of the auditorium in advance for published rehearsals and performances on single or multiple dates, when tickets are sold or required.

## **BOARD OF DIRECTORS**

### **ADVISORY COMMITTEES**

Policy on Advisory Committees – The number of representatives on any Advisory Committee is limited to one representative from each Mutual. Exceptions based upon special knowledge or expertise are to be determined by the LWCC or Committee Chairperson. Mutual Presidents should recommend only qualified individuals as representatives.

## **GOLF**

### **PARKING OF GOLF CARTS**

Golf carts must be parked in the parking lot area and the parking area near the 18<sup>th</sup> green. Parking of golf carts, as described in *Leisure World Living*, is prohibited on grassy areas of Trust property.

## **SECURITY**

### **GUEST PASSES**

A resident may request up to eight (8) guest passes per unit on an annual basis. If a resident returns passes that are no longer required, additional passes can be requested, provided the maximum number allowed (8) is not exceeded.

### **EMPLOYEE PASSES**

A resident may request up to three (3) employee passes per unit on an annual basis. Persons employed by a resident do not have the authority to invite guests into the Community.