

Revision Effective
June 1, 2011

Washington Yacht and Country Club

Rules and Policies



June 2011

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APPENDIX 1 – Fees and Other Charges

PURPOSE

The purpose of this document is to provide written guidelines on those policies, rules, and regulations that prescribe the conduct of business at the Washington Yacht and Country Club (WYCC), and is to be followed by all members, staff, and guests. The WYCC Board of Directors (BOD) as required will resolve issues that arise, that are not covered in this document. This document is under the control of the WYCC BOD and will be revised periodically.

GENERAL

By accepting membership, each person acknowledges that certain risks of personal injury or property loss exist when using the Club facilities and that the Club cannot be an insurer with respect to such risk. Accordingly, each member and each member's family assume the risk of personal injury and property damage with respect to the use of Club facilities. Each of such persons agrees to indemnify and hold harmless the Club from all claims, actions, and liabilities which may be made against the Club relating to the use of the Club facilities by a member, their family and/or guests.

With respect to the use of the Club's facilities by guests, the rules of this document apply. Members are responsible for the conduct of their guests.

- 1.1 Basic Club Policy.** All efforts to maintain the highest level of service to the members and their guests shall be employed.
- 1.2 Club Calendar.** The Club calendar, which is on-line, shall show all significant events scheduled for the upcoming month.
- 1.3 Web and Internet Communication.** The monthly newsletter, Happenings, will continue to be the primary means of communicating Club activities and highlights to the membership. However, the Club website (wycnc.com) and the internet will be increasingly used to notify members of menu updates/specials, changes of schedules due to weather, maintenance, etc., and other topical notifications.
- 1.4 Smoking.** No tobacco of any kind is permitted in the clubhouse. This includes the dining rooms, 19th Hole, card room, restrooms, pro shop, kitchen, pool (inside the fenced area of the pool), docks, piers, bathhouse, and gazebo. When on the golf course, members and guests should not throw spent tobacco products on the ground.
- 1.5 Purchase of Food and Beverage.** The Club prohibits the consumption of food and beverages, not purchased from the Club, in the clubhouse or within the pool enclosure. Private parties held in the clubhouse or at the pool cannot bring their own alcoholic beverages. They must buy their alcoholic beverages from the Club.
- 1.6 Overdue Accounts/Bad Checks.** Accounts that are 30 days overdue from the due date, as appearing on the monthly statement, shall be assessed a late fee of 1&1/2% per month (18% per annum). Checks returned for insufficient funds shall carry a \$30 charge or the bank NSF, whichever is greater.
- 1.7 Membership List.** The Club roster or list of members is considered the private property of the Club. It may not be used for any solicitation purpose whatsoever.

1.8 Employee/ Member Relations. Employees are requested to respect each member, and guests, of the Club and to treat them as customers. Members are also requested to respect our employees. Any perceived problem with an employee should be taken to their Department Manager, or to the respective Committee Chairman. Members are asked not to handle perceived disciplinary problems themselves.

1.9 Violations. Any member violating these rules and policies shall be subject to appropriate action at the discretion of the Board of Directors. The Board may prescribe such penalties as a fine, or suspension or both, and may wave or remit such penalties.

1.10 Fees, Dues, and Charges. All fees and other charges, including food and beverage pricing, shall be established by the responsible functional committee and submitted to the Board of Directors for approval before implementing.

1.11 Rules and Policy Changes. Changes to this document are the discretion of the WYCC Board of Directors. Members desiring to recommend amendments should submit those recommendations to the Board of Directors through the Club office, in writing.

2.0 CLUBHOUSE

2.1 Booking of Private Parties. Only members are permitted to book private parties provided that:

- the sponsoring member is in attendance at the party and their account is charged and held responsible.
- a wedding party may be sponsored for the members, or their children or grandchildren.
- all parties pay a deposit of \$300 for the main dining room or \$200 for other rooms at the time of booking (this deposit is non-refundable if the party is cancelled within 4 weeks of the scheduled event).
- a Banquet Agreement must be signed by the sponsoring member and the Club's Service Manager (arrangements for beverages, food service and decorations shall be subject to the control and approval of the Club's Service Manager).
- all party attendees are subject to the rules for clubhouse use.
- the sponsoring member shall be fully responsible for all non-member guests.
- the costs of sponsoring a private party do not serve to fulfill the member's monthly minimum.
- A gratuity of 18% will be added to all private party/banquet costs.

2.2 Alcoholic Beverages.

- Alcoholic beverages will not be served to any member or guest who appears to be intoxicated or has consumed enough alcohol to be impaired.
- No "to go" drinks will be served to any member or guest.
- No one under the age of 21 will be served or allowed to consume alcoholic beverages.
- The WYCC will strenuously adhere to all applicable state liquor laws and regulations, and will fully and completely cooperate and communicate with all appertaining regulatory and law enforcement agencies.

2.3 Club Equipment.

- Club equipment is not to be removed from Club premises without the knowledge and approval of the respective functional manager (Dock- master, Head Golf Professional, Course Superintendent, Head Chef, Office Manager, or Service Manager).
- Club equipment will not be available for private borrowing.

2.4 Dining Rooms.

- Reservations for evening dining and the Sunday lunch buffet, or a la carte dining, are required.
- Members must specify their seating preference in the Main Dining Room or in the 19th Hole (casual).
- Gentlemen are required to wear coats in the Main Dining Room on Saturday evenings.
- Shorts, tee shirts, flip-flops, caps, and denim are never allowed in the Main Dining Room.
- Guests must have their bills charged to their host's Club account or must use a VISA or MASTERCARD. Cash will not be accepted.
- When dining at night, a 15% gratuity will be added unless otherwise indicated. Members leaving a cash gratuity should so indicate on their ticket or a 15% gratuity will be automatically charged.
- Events requiring reservations shall be charged to the member's Club account unless cancelled, by notice to the Business Office or Service Manager, at least 24 hours in advance of the event.
- Members may invite guests to use the dining facilities provided that the member accompanies the guests.

3.0 GOLF FACILITIES

3.1 General Rules and Policies.

- USGA rules govern all play except as amended by local rules.
- All members and guests are required to register with the Pro Shop before teeing off. Guest must pay green fees before beginning play. Any member whose guests fails to register and pay green fees will have their guest's fees (green and/or cart) charged to their account.
- Each member shall be allowed to invite a local guest (guest resides within Beaufort County) not more often than every three months. Guests are permitted to participate during open tournaments as approved by the Golf Committee.
- Fivesomes are permitted on the course only with the permission of the Head Golf Professional.
- Twosomes and singles may play at the discretion of the Pro Shop, if space is available. They will maintain their position on the course and will not exert pressure on the groups ahead. If necessary, twosomes and singles will be grouped with other players as determined by the Pro Shop staff.
- Practice is not permitted on the course without the permission of the Pro Shop.
- All golfers shall replace or repair all divots, repair ball marks on the greens, and rake sand traps.
- Minor Dependents. Only golfers with a valid drivers license will be permitted to drive a golf cart on the course or grounds.

3.2 Dress Code.

- All players must wear shirts, and shoes with soft spikes.
- Proper attire must be worn on the golf course, including the practice putting green and driving range, at all times. The Pro Shop will enforce the wearing of proper attire, which is defined as:
 - **Men:** Shirts with sleeves and collars, crew neck, mock turtleneck, and turtleneck shirts are permitted. Tank tops or underwear type tee shirts or tee shirts with graphics are not permitted.
 - **Women:** Same as the men except that sleeveless shirts are permitted.

3.3 Course Etiquette.

- The course will be played as designed. Priority will be given to players finishing Hole #12 over players finishing Hole #3 and proceeding to Hole #13.
- Golfers shall keep the course free of litter by using the trash receptacles provided.
- The Course Superintendent and Head Golf Professional have the authority to close any or all of the golf course, and restrict golf cart usage, due to weather conditions and/or due to maintenance. The Head Golf Professional will make that call during tournament play.
- Golf carts must be kept on cart paths whenever ropes or other markings restrict access to fairways or when posted at the Pro Shop. Otherwise, the 90 Degree Rule applies at all times.
- Carts are not permitted on any tee area, included the practice areas, hazards, woods, or beyond WYCC property.

4.0 YACHTING FACILITIES

4.1 General Rules and Policies.

- The full enjoyment of the yachting facilities depends upon courtesy and respect of other yachters.
- The Yachting Facilities include the main docks, finger piers, covered and uncovered slips, boat launching area, storage area for boats and trailers, Dockmaster's house, bath house and it's restrooms and showers, gazebo, ice machine and laundry room.
- Restrooms and showers, in the bathhouse, are available for the convenience of yachters at all times. Yachters should ensure that these facilities are shut after use and assist in keeping these facilities in ship shape condition.
- Since yachters share main docks, boathouses, and finger piers, each yachter has a responsibility to see that these areas are kept clean and clear of extraneous material for safety and neat appearance.
- Members should observe "no wake" in the general area of the yachting facilities. Members are legally responsible for any damages caused by their wake.
- No charcoal or other open fires are permitted on the docks.
- Members are requested to not idle boat engines at dock or in the boathouse for more than 15 minutes. The resulting noise and fumes could be annoying to other boaters.
- No swimming is permitted from the gas dock. Swimming from other docks is discouraged because of the danger to swimmers and to boats in the

area of the yachting facilities.

- Members are responsible for cleaning after their pets and for the actions of their pets.
- No one is allowed on the docks after 10:00 P.M. except boat owners and guests.
- Complaints concerning the violation of yachting rules or discourtesies should be made to the Yachting Committee either directly or indirectly through the Dockmaster.

4.2 Boat Slips.

- Boat slips are available on a priority basis to Club members owning boats. Slip assignments are to members, not to boats. Therefore, when a member relinquishes a slip, it reverts to the Club, not to a new owner of a boat that has been occupying that slip.
- Club members wishing to rent a slip must submit an application. Priority for available slips will be assigned according to the member's date of application.
- Members are limited to one boat and one slip unless the waiting list is exhausted. A WYCC member may lease a "Primary" and "Additional" slips if the "Additional" slips are not requested by a member on the Boat Slip Application Waiting List. If a new request is submitted to the Dockmaster, one of the "Additional" slips may be reassigned by the Dockmaster or Yachting Committee to accommodate the new request. If there is no waiting list or the slip available is incompatible with the waiting list member's boat, then that slip may be rented on a temporary basis to an existing slip occupant. Upon receipt of a slip application from a new Club member that has a boat compatible with the available slip, the slip will be made available to the new applicant at the beginning of the next month.
- When a slip becomes vacant, first priority for that slip will be given to a member who already has an assigned slip, provided the top person on the waiting list can use the old slip to be vacated by the member having higher priority. The Yachting Committee, through the Dockmaster, will make slip assignments.
- The applicant in the number one position on the priority list will be advised when a slip is available. That person, in conjunction with the Yachting Committee, will determine if that boat fits the slip. If the applicant declines the slip that the Committee determines is suitable for the boat, then the applicant's name will be placed at the bottom of the priority list.
- A slip holder that disposes of a boat will be allowed to hold the slip for a maximum of 90 days. In order to retain that slip beyond that period, the holder must present valid proof that another boat is anticipated by presenting the Committee either a building contract or a sales slip for such boat.
- Subletting of any slip is strictly prohibited. A boat owner is not permitted to let any other boat, other than his own, occupy his slip.
- The Yachting Committee, with the renter's permission, has the authority to assign, on a temporary basis, any slip that is temporarily vacated by the renter. However, such temporary assignment shall not relieve the owner's responsibility for the payment of rent. The Club shall also charge the

temporary assignee rent for the use of said slip.

- Each slip will be controlled by a minimum footage length and beam regulation, and regardless of position on the priority list, each applicant will be controlled by this policy.
- All Yachting Facility charges, including monthly slip fees, storage, ramp and transient fees are established and revised from time to time and are subject to the approval of the Board of Directors.

4.3 Guests, Launch Ramps, and Storage.

- Guests of members are welcome to tie up their boats at the Club's yacht facilities for visits, provided that prior arrangements are made with the Dockmaster. A daily rate for transient guest boats will be charged (see Appendix 1 for fees and other charges).
- The Club offers a small boat launching ramp for the use of members and guests. A launching fee (see Appendix 1 for fees and other charges) is only charged for guests. Contact the Dockmaster when you have a guest that wishes to use the launching facilities.
- Small boats and trailers may be left, by members, in assigned areas for a nominal monthly rate (see Appendix 1 for fees and other charges). Members must contact the Dockmaster for space assignments.

5.0 TENNIS FACILITIES

5.1 General Rules and Policies.

- All players must wear tennis attire. This includes shirts and tennis shoes. Dungarees and street clothes are not permitted.
- USTLA rules govern all play unless contravened by local rules.
- All tournament matches have precedence over casual play.
- Players and spectators shall place all discarded ball cans, bottles, paper, and any other trash in the receptacles provided.
- The last person on the courts at night is responsible for turning off the lights. Failure to do so may result in a \$25.00 penalty.
- The Pool/Tennis Committee Chairman is the final arbiter in all matters connected with the Tennis Courts, their use, and the interpretation of rules governing tournament play.

5.2 Court Times.

- Reservations must be made in the Golf Pro Shop for periods of two hours, maximum, beginning at 8:00 A.M. If no one has signed up or is awaiting a court at the conclusion of the two-hour period, then play may be continued on an hour-by-hour basis.
- Court reservations cannot be made more than a week in advance.
- Adult Club members have priority on Saturdays, Sundays, holidays, and after 6:00 PM for reserving courts.

5.3 Tournaments.

- Club championship tournaments are only open to members of the Club.
- The Tennis Committee reserves the right to modify, postpone, or cancel any

competition.

- No tournaments or matches, other than Club events, are permitted unless approved by the Tennis Committee.
- WYCC Tennis sponsored camps/clinics have precedence over all other tennis activities.

5.4 Guests.

- A guest fee will be paid or charged, in the Golf Pro Shop, prior to beginning play (see Appendix 1 for fees and other charges). Failure to do so may result in a fine to the member, or suspension.
- No member is permitted to invite a local guest (anyone residing within a 40-mile radius of Washington) to use the Tennis facilities unless specifically approved by the Tennis Committee for special events.

6.0 SWIMMING POOL

6.1 General Rules and Policies.

- Use of the pool is restricted to members and their guests.
- When a lifeguard is on duty, the pool, pool enclosures, and all pool activities are under his or her supervision, giving them full authority and responsibility to enforce all rules and policies.
- The pool is not to be used as a babysitting service. Therefore, any dependent minor that is unable to pass a swim test must be accompanied and supervised by a parent or a designated adult. No pampers, diapers, etc. are permitted in the pool.
- **NO CHILD UNDER 10 YEARS OF AGE IS TO BE LEFT AT POOL UNSUPERVISED BY AN ADULT.**
- All members and guests must sign the pool register upon entering the pool enclosure.
- All swimmers are required to shower before entering the pool.
- Rowdy actions or games that would prevent other swimmers from enjoying the pool will not be tolerated. Loud or abusive language shall not be tolerated.
- Refreshments are not permitted outside of the designated concession area.
- Pets are not permitted inside the fenced area of the pool.
- Glass containers are not permitted inside the pool enclosure.
- The gate separating the main pool from the wading pool must be closed at all times.
- The pool must be evacuated completely during a thunderstorm, as determined and directed by the lifeguard on duty.
- WYCC will not be responsible for any accidents, injuries, or loss of property that occur around the pool during or after hours.
- Swimwear must be worn while swimming (no street clothes).
- **NO SMOKING IS PERMITTED!**

6.2 Diving Board.

- Swimmers must keep out of the area near the diving board.
- Only one person at a time is permitted on the diving board and, after diving, must swim away from the diving area at once.

- No diving from the lifeguard stations or ladders will be permitted.

6.3 Guests.

- Guests are allowed to use the pool, but **MUST** be accompanied by an adult member at the daily fee (see Appendix 1 for fees and other charges) – charged to member’s accounts and billed in the next billing cycle.
- All guests must register prior to swimming.
- Grandchildren of members are not charged a guest fee unless the grandchild/children live within a forty-mile radius of Washington and not accompanied by a grandparent member. If a grandparent member does not accompany the grandchild, they are considered a guest of the grandparent and the member account will be billed the daily fee for each visit (see Appendix 1 for fees and other charges).
- Baby sitters are exempt from guest fees only if they arrive with the member’s child/children. If a parent accompanies the babysitter, the sitter is considered a guest and the member will be charged the daily fee (see Appendix 1 for fees and other charges).
- Baby sitters or non-members are not allowed to invite guests to the WYCC pool.
- Grown non-member children of members are considered guests and will be charged the daily fee (see Appendix 1 for fees and other charges) per each visit to their parent’s account.

6.4 Private Parties.

- Reservations for private parties shall be made through the Club office (see Appendix 1 for fees and other charges). Pool parties will only be held after regular pool hours (7:00 P.M.).
- A Club employed certified lifeguard will be furnished by the club, at the member’s expense, for all pool parties. Members will be charged for an extra 30 minutes of the lifeguard’s time for pool maintenance after the party.
- It is the responsibility of the sponsoring member that is renting the pool for a private party to clean up after the event and to be responsible for any damages or other charges.

APPENDIX I – Fees and Other Charges.

1. Club Dues -	\$165.00 per month
2. Golf Carts (9 holes) –	\$7.50
3. Golf Carts (18 holes) –	\$15.00
4. Guest Green Fees (weekdays and playing with a member, cart not included) -	\$30.00
5. Guest Green Fees (Saturday, Sunday or holiday and playing with a member, cart not included) -	\$35.00
6. Guest Green Fees (Member sponsored and not a family member, cart not included) -	\$50.00
7. Tennis Court (per day) –	\$5.00
8. Swimming Pool (daily guest fee) –	\$5.00
9. Swimming Pool (Private Parties after 7:00 P.M.)	\$100.00
10. Boat Slip (covered) –	\$1.84/foot (\$44.16 minimum)
11. Boat Slip (uncovered) –	\$1.46/foot (\$25.04 minimum)
12. Boat or Trailer Storage (per month) –	\$40.00 per month
13. Launch Ramp (per use) -	\$20.00
14. Marina Transient Fee -	\$1.00/foot per day
15. Private Pool Party	\$100.00
16. Electricity	\$3.00 minimum or actual usage

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