

## White Lodge Clubhouse (effective 6/15/2020)

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### General Rules:

**ALL ASSOCIATION DUES MUST BE CURRENT TO RENT THE LODGE**

**White Lodge Owner must sponsor any and all events & be primary contact for hostess**

- **No Firearms allowed inside Clubhouse.**
- **No** Smoking in the Clubhouse.
- **No** open flames in Clubhouse.
- **No** Alcohol on any White Lodge Corporate owned property. This includes the lodge, beach area, park, bathhouse, and all surrounding properties.
- **No** domestic animals in the lodge or in beach area.
- Maximum capacity for daytime use inside the lodge is 10 people.
- Maximum sleeping capacity is 10.
- Please park in designated areas only. Please do not park in front of mailboxes or on the grass. **Guest passes shall be displayed in the front windshield of the vehicle.**
- Please close windows, turn off lights, and lock doors before exiting.
- **Quiet time begins at 10pm - mandatory!** This is for both outdoor and indoor activities. Please be considerate of Cordley Lake neighbors & other guests if you are not renting the entire lodge.
- **No** tape or tacks on paint or wallpaper.
- Please lift furniture to move it to avoid scratching the hardwood floor (do not move piano, floor re-enforced underneath it)
- Please use coasters for beverages.
- No food upstairs.
- Use the reverse osmosis faucet in the kitchen for drinking water.
- Note that no telephone is available in the lodge nor does WLO Inc. provide one for use.
- **Check In Times:**
  - Entire Lodge 11am
  - Great Room – 11am
  - Bedrooms 2pm
- **Check Out Time is 11am for everyone.**
- **Checks shall be made payable to White Lodge Owners, Inc.**
- All guests should bring linens to use. This includes sheets, towels, kitchen towels, etc.

### Safety Rules

- **In case of fire or other emergency, dial 911.** There are several fire extinguishers located throughout the lodge. If the fire is out of control, pull the fire alarm and exit the building immediately. One alarm is located at the top of the stairs; the other alarm is located in the kitchen. The alarm is for lodge use only and does not summon the fire department - please call 911.
- A fire escape through a push out window is accessible through the sitting room at the end of the upstairs hallway. Except for use during an emergency no one shall exit through the window or climb on the fire escape. **Use during a non-emergency will be grounds for terminating your event immediately.**
- Please get prior permission to use the fireplace. Use toggle switch in "ON" or "OFF" positions only. Do not use any other buttons or switches.
- Extinguish outdoor grill fires completely after use, do not place grill on porch.
- Do not enter the basement, kept locked.
- Swim at your own risk. No lifeguard is guaranteed to be on duty.
- Please adhere to the 15 miles per hour speed limit on all roadways. The speed limit is 5 miles per hour in the clubhouse area.

### Clean Up

All users of the clubhouse are expected to clean up after themselves completely. Cleaning supplies are located under sinks and area next to the kitchen. Please remove any items you've placed in the refrigerator, cupboards, or bedrooms. Please refer to the cleaning checklist for more detailed instruction.

### Reservations

- Reservations are made on a first come, first serve basis.
- A \$500 deposit is required with your reservation for any rental.
- Payment in full is required with your reservation (separate check from \$500 deposit), dated for date of event.
- If you must cancel your reservation, please do so **no later than 24 hours** before your reserved date/time. **Deposits will not be refunded** if notice is not given within 24 hours prior to arrival date/time.

**White Lodge Clubhouse belongs to all members of our community. Please treat it with respect so that others may enjoy all that it has to offer. Any user(s) who fail to take proper care of the lodge will not receive their deposit back, can be held liable for any damage, and may be barred from future use of the facility. As this is a non-profit, volunteer community, your help is needed to maintain the lodge and to keep it clean and orderly. Adherence to the rules is expected and appreciated.**

Approved by Board on 4/8/13, rates eff. 1/1/2014, rules revised by Board 8/12/13, updated 4/16/16, 6/9/2016, & 2/5/2018.