

**ADMINISTRATIVE CODE AC-I OF THE KINGS POINT WEST  
RECREATIONAL FACILITIES RULES ASSOCIATION, INC.**  
(a not-for-profit corporation of the State of Florida)

**RULES AND REGULATIONS**

**SECTION I.**

This Document is a legal and binding supplement of the Articles of Incorporation and its Bylaws as set forth and prescribed therein of the Rules Association.

**SECTION II.           SPECIFIC RULES AND REGULATIONS**

The Rules and Regulations set forth herein are defined in the Declaration of Condominium, which is signed and agreed upon by each unit owner Lessee. These Rules and Regulations are adopted by and may be modified by a representative association of owners, the Recreational Facilities Rules Association, in accordance with the provisions regarding rule-making set forth in the Bylaws and the Articles of Incorporation. The Rules and Regulations set forth the long-term standards for conduct and are distinct from the Clubhouse Policies which are for the day-to-day operation of each facility. The Clubhouse Policies shall be consistent with and may be used to implement the Rules and Regulations of the Recreational Facilities Rules Association.

**A.**     The Facilities Management Company and Security Officers are charged with the enforcement of these recreational rules, regulations and policies for the benefit of the health, safety, and welfare of the residents and their guests. You are required to follow their instructions and decisions as to use of the facilities, including priority and length of use.

**NOTE: IF YOU FAIL TO COMPLY WITH THE INSTRUCTIONS AND/OR DECISIONS OF STAFF OR SECURITY OFFICERS, STAFF MAY NOTIFY THE APPROPRIATE LAW ENFORCEMENT AUTHORITIES AND/OR SUSPEND OR REVOKE YOUR CLUB PRIVILEGES.**

**B.**     The South Clubhouse facility serves alcoholic beverages for consumption in certain limited areas. The North Clubhouse facility allows residents to bring their own alcoholic beverages to certain specified events. Service of alcoholic beverages and the permission to bring alcoholic beverages to an event are privileges allowed only insofar as they are consistent with the health, safety, and welfare of all the residents and their guests.

**NOTE: IF YOU ABUSE THESE PRIVILEGES OR FAIL TO COMPLY WITH THE SPECIFIC POLICIES PERTAINING TO ALCOHOLIC BEVERAGES IN THE CLUBHOUSE POLICIES OR THE INSTRUCTIONS AND/OR DECISIONS OF STAFF OR SECURITY OFFICERS, STAFF MAY NOTIFY THE APPROPRIATE LAW ENFORCEMENT AUTHORITIES AND/OR SUSPEND OR REVOKE YOUR CLUB PRIVILEGES.**

**C.**     If you abuse clubhouse property or equipment, you will be held financially responsible for any damage to such property or equipment. In addition, you are also financially liable for any damage caused by your guests.

**D.**     As a resident, you will be held accountable for the actions of your guests.

**E.** Unless accompanied by an adult, you must be 18 years of age or older to use the clubhouse facilities. Additional age restrictions may apply regarding attendance at certain events as posted by Facilities Management.

**F.** By Florida State Law, you must be 21 years of age or older to consume alcoholic beverages at any function where alcoholic beverages are present. As well, you must be 21 years of age to sit at the bar and be 18 years of age or older to play billiards and bingo.

**G.** **SMOKING REGULATIONS:** In compliance with the Florida Clean Air Act, Chapter 386, Florida Statute, Part 2, all portions of the clubhouse facilities are non-smoking. Smoking is permitted only in specifically designated outdoor areas.

**H.** Residents and guests are required to wear proper attire including shoes, shirts and closed cover-ups over DRY garments while in all areas of the clubhouse with the exception of the pool and fitness centers.

**I.** You may not bring your pets into the Recreational Facilities or the adjacent recreational areas, with the exception of service dogs.

**J.** The Recreational Facilities and Clubhouse Facilities are for the use and benefit of Kings Point residents and their invited guests. As a matter of policy, the Recreational Facilities and Clubhouse Facilities are not intended to be used by unit owners as a venue or mechanism to promote personal financial gain, nor are the Recreational Facilities and Clubhouse Facilities intended to be used in a manner that may detract from any resident's peaceful use and enjoyment of them. Accordingly, no person, club, association, society, or other group shall use the Recreational Facilities and Clubhouse Facilities to promote any religious, political, charitable, fraternal, or civic activity. Additionally, all persons shall respect each resident's right to equitable and peaceful use of the Recreational Facilities and Clubhouse Facilities.

Based upon the rules and policies stated above, if a unit owner reserves a room or any part of the Clubhouse Facilities for the purpose of hosting an event of any kind where an admission fee or similar charge is imposed upon any person in attendance or if the reservation is made with the intent of the unit owner to profit from the rental of the Clubhouse Facilities in any way, the unit owner reserving the room shall pay standard rent and all other applicable charges, including security deposit funds when required, to the Facilities Management Company.

Payment of rent and all other applicable charges shall be made at the time the reservation is approved, unless otherwise required by the Facilities Management Company. The Facilities Management Company will require a person requesting a reservation to produce reasonable information concerning the intended use of the room or any part of the Clubhouse Facilities. The Facilities Management Company will deny any request for a reservation or will cancel an approved reservation where the intended or actual use of the room or other part of the Clubhouse Facilities is inconsistent with these Rules and Regulations.

Notwithstanding anything in this section to the contrary, currently sanctioned Clubs, Classes with paid instructors, Social Groups, Workshops and National Organizations shall be exempt from rent payment requirements.

- K.** All residents are eligible for membership in any organized group using the clubhouse facilities.
- L.** All Kings Point clubs, groups, organizations and classes using the clubhouse facilities should try to maintain a membership of 75% Kings Point residents. The remaining numbers may be composed of Sun City Center Community members.
- M.** The Recreational Facilities Management will coordinate, schedule and approve all requests for clubhouse facility use.
- N.** All classes are open only to Kings Point residents and their registered guests.
- O.** No signs of any sort may be erected or posted without Lessor's approval.
- P.** Supplemental rules and regulations, which may be promulgated, shall be posted in specific areas as needed. All residents will be responsible for reading and abiding by them.

### **SECTION III. BADGES AND PASSES**

**A. Use:** Any time you use the clubhouse facilities or transportation systems; you must wear your badge or have it on your person and be able to produce it at the time of request. You will be denied use of the clubhouse facilities and transportation systems if your badge is not visible or if you are unable to produce it. See Clubhouse Policies for applicable fee schedules.

**1. Overall Use:** Unless as otherwise stated, the maximum number of Badges per unit will not exceed the units designated living capacity as governed by the respective Associations Governing Documents and Florida State law.

**B. Resident Owner Badges**

**1. New and Resale Resident Owner Badges:** You must submit proof of ownership (a copy of the resident transfer verification form obtained from the Property Management Company) and your personal identification (drivers license or similar document) to the Facilities Management Company in order to obtain a resident badge. Family members living within the same unit will also receive a resident badge. Resident owner badges will not be issued until all agreements are satisfied and the Association has approved the transfer verification form.

**2. Annual Resident Badge (up to 365 days):** This badge is designed for immediate family members, significant others and individuals who live in a unit but are not listed on the owner's deed. You must present personal identification showing the unit owner's address (driver's license with a picture ID or similar document) along with the unit owner's badge and written approval of the unit owner.

**C. Lessee ID Badges:** If you lease or rent your unit, owners must surrender their badges in compliance with Florida Statute 718.106. Lessee badges will not be issued without compliance by the owner. The Lessee badge will be issued by presenting personal identification to the box office. Upon request, a yellow badge will be issued to the unit owner to attend board and membership meetings.

**D. Guest Badges or Passes:** As a resident, you may apply for a guest badge or pass upon presentation of your resident badge. Alternatively, your guest may apply for a guest badge or pass if your guest presents your resident badge and a signed letter of permission from you.

Residents are limited to four (4) guest badges or passes at a time. Day guest passes shall not exceed ten (10) days in length.

Guest badges or passes are not required for touring visitors when accompanied by a resident. A guest who does not have a guest badge or pass, however, may not use the clubhouse facilities, with the exception of specially designated activities.

A guest of a unit owner will qualify for a guest badge or pass provided the following requirements are be satisfied:

1. **Issuance:** No guest badge will be issued in advance of such guest's arrival.
2. **Day Guest Passes:** Guests expected to stay for up to ten (ten) days will be issued a pass without a picture.
3. **House Guest Badge:** Guests expected to stay more than ten (10) days but less than three hundred sixty five (365) days shall be issued a House Guest badge including a picture and an expiration date. An application for this badge requires the guest to be accompanied by the unit owner or, submission of the unit owner's badge and written approval from the unit owner. These badges are offered on a single monthly basis or can be obtained one time in a block (example: 2, 3, 4 months) up to but not to exceed twelve (12) months
4. **Age:** Children under the age of 18 do not require a badge; however, an adult with a badge must accompany them at all times.
5. **Misuse:** Any guest misusing the Recreational Facilities will be denied admittance for the remainder of his or her stay and be required to surrender his or her Badge or pass.
6. **Replacements:** Lost badges/passes are subject to a non-refundable replacement fee.

**E. Local Area Guest Badges:** Residents of Sun City Center West will be able to attend designated planned activities and events in the clubhouse facilities if they maintain residency in a recognized Sun City Center neighborhood.

**F. Caregiver Badges:** Caregiver badges are for a 3-month period and must be worn at all times in the Recreational Facilities. This applies only if you are a caregiver planning to use the Recreational Facilities or the transportation system with the resident.

1. **Caregiver:** A person required to provide medical or health-related assistance for a Kings Point resident.
2. **Eligibility verification:** Individuals authorized by a written physician's letter are to be deemed a caregiver for a specific resident up to a 3-month period when:

- a. The caregiver is one who accompanies a Kings Point resident who will be using the Recreational Facilities for a method of rehabilitation, transportation system or recreation.
- b. The Kings Point Resident or guardian completes the proper form supplied at the business office and provides a note from a Physician. The caregiver must be present and provide a photo identification to be kept on file in the business office.

**3. Restrictions:**

- a. Only two Kings Point Photo Caregiver Badges will be issued per unit.
- b. Caregivers may not utilize the Recreational Facilities or transportation system without the Kings Point Resident.

**4. Forfeiture:**

- a. Anyone obtaining a caregivers badge under false pretences will have his or her caregivers status immediately forfeited.
- b. Anyone found abusing the caregivers privileges/restrictions will have his or her caregivers badge forfeited immediately.

**G. Miscellaneous Requirements:** the following shall apply at all times and in all cases.

1. All persons moving to a different place or residence are responsible for turning in or updating their badges at the badge office in the North Clubhouse. No person shall be held responsible for another person's badge responsibilities.

**SECTION IV. SWIMMING POOL AND WHIRLPOOL RULES AND REGULATIONS**

**A. RULES FOR ALL POOLS AND WHIRLPOOLS**

1. Resident/Guest badges or passes required at all times.
2. Report all injuries to Security immediately.
3. Shower before entering pool.
4. Swim or bathe at your own risk! Refrain from swimming alone.
5. NO Glass, Running, Jumping or Diving.
6. Children under 18 require direct adult guidance at all times.
7. NO children's or adult diapers of any kind
8. Children must be toilet trained. NO incontinent adults.
9. DO NOT use when experiencing transmittable health issues or with medical devices.
10. Adhere to all posted rules and time schedules.
11. Do not interfere with scheduled classes.
12. Use towels on chairs at all times.
13. NO animals on pool deck in pool or whirlpool. Service dogs allowed on pool deck.
14. During inclement weather, all pools and whirlpools will be closed.
15. Security and Facilities Management enforce all rules.
16. Protect your valuables.
17. Smoking is allowed in designated outdoor areas only.
18. NO large floating devices are allowed in any pool.

19. The Facilities Management Company has the right to close any pool or whirlpool at its discretion for situations that may include, but are not limited to maintenance and the safety and welfare of its users.
20. Posted signs take precedence over printed rules with respect to pool and whirlpool closings.

**B. ALL WHIRLPOOLS - (*exclusive rules and regulations*)**

1. Users must be 18 or older.
2. Limit usage to 15 minutes per use.
3. NO food or drinks allowed.

**C. ALL INDOOR POOLS - (*exclusive rules and regulations*)**

1. NO food or drinks allowed in pool or on pool deck.

**D. NORTH CLUB OUTDOOR POOL - (*exclusive rules and regulations*)**

1. Food and beverages must be in plastic containers.
2. NO food or drinks allowed in pool.

**E. SOUTH CLUB AND THE COMMUNITY POOL - (*exclusive rules and regulations*)**

1. With the exception of bottled water in plastic containers, NO other outside food or beverage is allowed on the pool deck or in the pool.

**SECTION V. OTHER RECREATIONAL ACTIVITIES**

**A.** A sufficient amount of free, open or unscheduled time shall be allocated on a daily basis for residents and their guests to obtain court time for recreational activities like, but not limited to, lawn bowling, shuffleboard, tennis, pickle ball, basketball, volleyball, and bocce ball.

**B.** Further rules, regulations, procedures and schedules for these activities shall be promulgated and appropriately posted by the Facilities Management Company.