



## **Membership Rulebook**

## Introduction

Welcome and thank you for becoming a part of the Adams Farm Swim and Tennis Club community! Please take the time to look over your Membership Handbook. The handbook provides you with a detailed description of the club's rules and policies.

It is the intent of the management of the Adam Farm Swim and Tennis Club to limit these rules and policies to the minimum required for the mutual enjoyment of the Club by all the members and their guests. Our goal is to assure you all the courtesies, comforts, and services to which you, as a valued member, are entitled. In order to ensure this, we must enforce the rules and policies outlined within this handbook. It is the Club Members' duty to be aware of all policies and to cooperate with the directors and staff in the enforcement thereof.

Adams Farm Swim and Tennis Club devotes its efforts to improve the quality its facilities as influenced by membership growth and prudent business judgment by management. This is not a traditional membership. **This is an independently owned business run for profit. As a private business, we hold no association with the Adams Farm Community or the Adams Farm Community Association.**

The increased complexity of properly operated private clubs demands full time professional management by trained and knowledgeable people. Therefore, Adams Farm Swim and Tennis Club has the complete responsibility for managing the club so that it always remains both a source of pride and enjoyment to its members, our primary goal being an economically viable and self-sustaining venture. Consistent with this, the rules and other information contained herein may be changed by management as deemed necessary.

These rules and regulations were established to be equitable to all Club Members and may be amended from time to time as is necessary to ensure a safe, clean, and courteous facility for all to enjoy. Please feel free to contact us to discuss any questions or concerns or if you would like clarification regarding the club's rules and policies for membership.

## Applications and Admissions

- A. All applications for membership shall be made on the requisite form supplied by the Club. Each application shall include the name of the applicant, address, required family and business information, and an indicated form of dues payment.
- B. Applications shall be accompanied by a check for the initiation fee, or with a billing procedure requested. This fee shall immediately be refunded to the applicant if the application for membership is not approved by the Club.
- C. Memberships are transferable, but not refundable under the guidelines in section 4.

## Classes and Privileges

**There are currently 5 types of membership. The classes and privileges are described below:**

**Tennis:** Includes year-round use of the tennis courts, fitness facility, and social programs. Also includes summer use of the pool on a pay-per-visit basis. Available to individuals over the age of 14 and Families.

**Summer Family:** Includes use of the pool and all tennis, fitness, and social programs during the summer season (May – Labor Day) for up to 7 members of the immediate family living in the same household. Additional live-in relatives may be added for an additional cost.

**Summer Couple:** Includes use of the pool and all tennis, fitness, and social programs during the summer season (May – Labor Day) for two family members living in the same household.

**Summer Single:** Includes use of the pool and all tennis, fitness, and social programs during the summer season (May – Labor Day) for an individual over the age of 14. Children under the age of 18 must co-sign with a parent or legal guardian.

**Empty Nester Opportunity:** Includes summer use of the pool and year-round use of the tennis courts, fitness facility, and social programs for those over the age of 50. Both Single and Couple memberships are available.

### **Guests Privileges**

- A. Guests may use the Club pool upon the invitation of a member but must be accompanied by the member at all times.
- B. All guests must register upon entry of the pool in the Club Guest Book.
- C. All guests are required to pay a guest fee to enter the pool area.
- D. Guest fees are published and are subject to change by the Club. Children 2 and under are not required to pay a guest fee.
- E. **Adams Farm Property owners or renters who are not members of the Club will not be allowed guest privileges at the Club.**
- F. No person living within a 30-mile radius may be a guest at the pool more than 6 times per summer.
- G. Previous members who moved outside of a 15 miles radius and resigned from the club in good standing (*meaning there were no dues in arrears*) may be unaccompanied guests of the club for the daily guest fee. Management reserves the right to deny this privilege as it deems necessary.

### **Out of Town Family**

Relatives living outside a 30-mile radius will not be charged a guest fee if they are issued a Relative Pass from the Club Management 24 hours prior to their arrival. **Out of town friends must pay a guest fee. Identification will be required for this privilege.**

### **Child Care Providers**

Members who use the service of a child care provider while they are at work must provide them with their membership card and provide and a written permission form provided by the club for each day a sitter will be a guest of the Club. Child care providers are not permitted to have additional guests. **Child care providers who are accompanying a member will be required to pay the published guest fee.**

### **Initiation fees**

- A. New home owners who join the club within 30 days of closing on their home in Adams Farm will receive a one-time discount from all initiation fee classifications.
- B. Initiation fee payment should be by check, cash, or can be charged to any major charge card. The fee must accompany the membership application. Initiation fees are non-refundable.
- C. The management reserves the right to raise the initiation fees and dues at its sole discretion without prior notification.

### **Dues Payment**

- A. The member assumes payment of the current monthly/quarterly dues for the membership, and only privileges included in such membership.
- B. Dues are prorated from the date of the receipt of the application for each month.
- C. Each member of the Club shall pay dues in advance, the requisite dues applicable to his/her membership. There shall be no involuntary assessments of any kind or character ever levied against the membership. All Club dues will be billed through the Club's automated billing system.
- D. Each member will be responsible for any late fees or recurring charges should a credit card be cancelled or made unavailable for payment. Each member will be responsible for late fees and other applicable charges should a bank account draft be denied due to insufficient funds or the account becomes unavailable.

- E. If dues or any other outstanding fees incurred, such as rental fees or guest fees, are not received by the due date, a late fee of \$29.00 will be assessed every 15 days.
- F. Dues will continue to accrue as long as the member is in possession of the membership cards.

### **Membership Cards**

- A. Each member will receive an Adams Farm Swim and Tennis membership card with the appropriate name, membership number, type of membership, and expiration date, if applicable, printed on it.
- B. Should a member lose this card, the Club must be contacted to have a new card issued. There is a \$5.00 charge for each lost card replacement.
- C. Membership cards are not allowed to be loaned or given to anyone. The result of doing so will be a loss of membership privileges and/or suspension from pool.
- D. **All members must present their membership card when using the club or any of its facilities.**

### **Upgrades**

- A. Upgrading a membership is changing from one classification of membership to a higher classification.
- B. Membership Upgrade Forms must be received by the 15<sup>th</sup> to post for the following month and will not be retroactive. All applications for upgrades must be made on the requisite form supplied by the Club.
- C. Membership Upgrades require 1 year of dues paid in advance and a one-time upgrade fee.

### **Downgrades**

- A. Downgrading a membership is changing from one classification of membership to a lower classification.
- B. Membership Downgrade Forms must be received by the 15<sup>th</sup> to post for the following month and will not be retroactive. All applications for downgrades must be made on the requisite form supplied by the Club.
- C. Membership Downgrades require 1 year of dues paid in advance.

### **Divorce or Separation**

- A. Membership must be continued as a family until a court ordered divorce or legal separation takes place.
- B. Options to retain membership:
  - 1. Person with the majority custody of the children will automatically assume a Single Parent Membership without penalty.
  - 2. Person with limited or without custody of the children may apply for a single membership to the Club. They will then hold a separate account and membership card. No Initiation fee will be charged in this situation. Divorced families may not share a membership and if one party does not maintain a membership, they will not be extended guest privileges.
  - 3. If there are no children, both parties retain single memberships.
- C. No additional initiation fee will be charged to either party.
- D. Separate dues will be charged to each individual on their own account.

### **Live-In Relatives**

- A. Each member shall be entitled to such Club privileges as are accorded by the class of the membership held by such member. In addition, the immediate family of such member shall be entitled to the same privileges to which the member is entitled. All immediate family must be able to provide proof of residency with the member. Immediate family means:

1. Spouse of a member
  2. Unmarried minor children of a member.
  3. Unmarried children of a member who are under 24 years of age and dependents of the member.
  4. Minor children of the member's spouse, if residing in the household of the member.
  5. Unmarried children of the member's spouse who are students and are residents of the member's household when not in school.
  6. Parents of a member.
- B. No Family Membership may exceed more than seven immediate family members living in the same household. Additional immediate family members may be added at an additional cost or they may choose to hold a separate membership. All immediate family must be able to provide proof of residency with the member.
- C. All groups and/or individuals living under one roof, but not constituting a family as defined above must obtain individual memberships.

### **Transfer of Membership**

Memberships are transferable to new homeowners in the Adams Farm Community only. Upon termination of your membership when moving out of the community, the new homeowners have 30 days from the closing to join the Adams Farm Swim and Tennis Club, LLC without paying a joining fee by paying one year of dues up front. After 30 days, memberships will no longer be transferable.

### **Termination of Membership**

**Termination of membership shall result in loss of the right to use the Club facilities.**

- A. **Resignations shall be made on the requisite form supplied by the Club and accompanied by all issued membership cards. Dues will continue to accrue as long as the member is in possession of the membership cards. Dues and initiation fees are not refundable. Therefore, resignations must be received prior to the following billing dates:**
1. **Quarterly Drafts: January 1, April 1, July 1, and October 1**
  2. **Monthly Drafts: The last business day of the month**
- B. **Suspension or Expulsion-** Any member who is delinquent in payment of their Club account or is in violation of the rules and policies of the Club may be suspended or expelled from the Club by Club Management.

### **Swimming Pool Rules**

**The Club manager and lifeguards are given full authority to enforce all swimming pool rules and to change or adjust these rules for the safety of the participants. The cooperation of the members is required to ensure the maximum safety for everyone.**

### **General Policies:**

- A. All members must be in good standing to enter the pool.
- B. Members must be signed in at the Check-In Desk and register all guests before entering the pool.
- C. **Members are required to present membership cards when entering the pool. No exceptions.**
- D. Children must be closely supervised at all times while using the pool.
- E. Children under the age of 12 must be accompanied by a parent or person over 18 years of age.
- F. Children who are wearing flotation devices must be accompanied by a parent or person over 14 years of age.
- G. The Club will not be responsible for any lost or stolen items.
- H. Persons entering the pool after closing will be trespassing and subject to arrest.

- I. No pets allowed in pool area.
- J. No glassware of any kind allowed in pool area, including but not limited to glass bottles, plates and containers.
- K. The Adams Farm Swim and Tennis Club Property is tobacco free

**Pool Rules:**

- A. No diving in any area of the pool but the diving well.
- B. No flotation devices on the waterslide or diving boards.
- C. Individuals must obey rules on the waterslide. No standing, jumping, or head-first sliding. No balls or toys are allowed on the waterslide. A complete list of rules is posted on the waterslide.
- D. One individual on a diving board at a time. Once bounce on the board.
- E. No talking to lifeguards when they are on duty.
- F. No swimming allowed in the diving well. No catching of divers going off the board.
- G. No horse play or running around the pool area.
- H. No playing in or cutting through lap lanes.
- I. Swim masks, snorkels, fins and small flotations may be allowed in pool, but must be approved by a pool manager. No hard toys are allowed. Parents must stay with their children when they use these items.
- J. Baby Pool does not have a lifeguard on duty. Children in baby pool must be under the age of 6 and supervised by a person over 14 years of age.

**Personal Conduct:**

- A. Foul or abusive behavior toward employees or members will not be tolerated and may result in expulsion or suspension of club privileges.
- B. Management has the right to ask persons they consider unruly or intoxicated to leave the premise.
- C. Management reserves the right to ask a member to leave if any rules are disobeyed.

**Dress Code:**

- A. Children wearing diapers must wear rubber pants under suit.
- B. Proper swim attire is required in the pool at all times.
- C. No underwear should be visible.
- D. Management reserves the right to restrict clothes that it deems offensive or inappropriate.

**Closings:**

- A. The management has the right and responsibility to close the pool when necessary.
- B. Lightning and thunder will automatically close the pool until 30 min after the storm has passed in accordance with the National Lightning Safety Institute and American Red Cross.
- C. Any loss of power will result in pool closing in order to retain water circulation and safety.
- D. Fecal incidents will result in pool closing in accordance the Guilford County Department of Environmental Health. A copy of which is always available at the registration desk.
- E. The pool will close at 3:30pm for home swim meets.

**Tennis Rules**

*The following rules and etiquette should be observed by members and their guests at all times for the maximum enjoyment of everyone.*

**Reservations:**

- A. Reservations can be made 24 hours in advance for 1 ½ hours max, singles and doubles.
- B. If you reserve a court and do not show up, you lose the right to reserve a court for seven days.
- C. Reservations are forfeited 10 minutes after play is scheduled to begin.

### **Guest Policy:**

- A. Members may invite one guest for play but shall accompany their guests at all times. You may bring one guest free of charge.
- B. Adams Farm property owners or renters who are not Club members are not allowed use of the tennis facilities.
- C. Management reserves the right to limit the number of guests.

### **Court Conduct:**

- A. Proper tennis attire, including appropriate tennis shoes, shall be worn at all times.
- B. Players and spectators shall not walk across or behind courts while a point is being played. Players shall not enter the court when play is in progress and must enter in the appropriate area closest to the back of the court they will use.
- C. Children not playing with a parent after 5:00pm must yield to adults on the lighted courts. They do not have to yield on the courts without lights and may play until dark.
- D. Children not playing tennis are not permitted on the courts. Parents are urged not to allow unsupervised children to play around the tennis courts. This includes babies in strollers.
- E. Bicycles, skateboards, skates, etc. are not permitted on the courts. Only tennis is to be played on the courts.
- F. No food shall be permitted on the courts.
- G. Smoking is not allowed on the courts.

### **Parking**

- a. All bikes must be parked in a bike rack. Bikes parked around entrance are considered a safety hazard and will be removed. **You are encouraged to lock your bike. Adams Farm is not responsible for lost or stolen bikes.**
- b. Cars must park in Swim and Tennis Club parking spaces. Do not park in the Sales Office parking lot.
- c. Do not park around curbs or in the fire zone. Park in marked spaces only.
- d. Drive slowly and cautiously in parking lot.