Please see the following procedures that must be adhered to when using the Clubhouse.

**Special By-Law 9 – Pool and Clubhouse:**
Within the common property, the following rules apply:
1. No cooking in Clubhouse;
2. No smoking;
3. No sparklers to be lit;
4. Children under 18 are to be accompanied by an adult at all times whilst using the sauna, swimming pool, BBQ or Clubhouse;
5. Swimming pool & BBQ operating hours are from 6am to 10pm;
6. Whilst using the swimming pool and BBQ noise is to be kept to a minimum. From 10:00pm to 6:00am there is to be no noise;
7. Owners must clean (including vacuum clean) the Clubhouse after use at their own expense;
8. Owners must clean the BBQ after use and leave it in a suitable state of cleanliness to allow the next user to use it;
9. No glass is permitted;
10. Only owners, occupiers or people accompanied by owners or occupiers can use the swimming pool, the swimming pool showers and toilets, the sauna, the BBQ or the Clubhouse;
11. Clubhouse keys are to be collected and returned to the Building Manager after use. The Owners Corporation may from time to time set a deposit for the Clubhouse keys ($100.00 at present) and require payment before the keys are released to an owner or occupier;
12. No decorations are to be attached to the roof or walls of the Clubhouse or the BBQ area including the fences;
13. The fire hose reels are not to be tampered with other than for use as required in an emergency;
14. Clubhouse operating hours are from 7am to 10pm; and
15. Clubhouse must be pre-booked with the Building Manager for private use at least 5 days prior to use.
16. The Clubhouse may only be used for private purposes at the discretion of the Building Manager. The Clubhouse cannot be used for any other purpose without the prior written approval of the Owners Corporation.
17. A bond which is as determined by the Owner’s Corporation from time to time (see 11) is payable to the Building Manager for hire of the Clubhouse. The bond will be returned after any damage has been repaired and any cleaning carried out;
18. Where an owner or occupier hires the Clubhouse, the owner or occupier shall inspect the Clubhouse with the Building Manager and agree in writing the condition of the Clubhouse at the commencement of the hire. The owner or occupier hiring the Clubhouse is responsible for the repair of any damage and cleaning.
Please Note: In the event that the Owner or his/her occupier of the unit does not comply with the above terms and conditions, the Owners Corporation reserves the right to rescind approval to use the facilities and in the event of damage or additional cleaning being required undertake any work necessary to reinstate the Common Property to its original condition. The cost for undertaking such work shall be a debt payable by the Owner of that Unit to the Owners Corporation on demand.

Your approval is granted subject to your written agreement to the above terms and conditions.

Function Date: _________________

From: ______ : ______ To: ______ : ______

I, ________________________ of _______ / 2 Artarmon Road, Willoughby
Name          Unit

agree to comply with the above terms and conditions of Special By-law 9.

_________________________________  ____/____/_______
(Signature)                     (Date)