

CLUBHOUSE Rules and Regulations

It is the intent of the Lake Forest Club to limit these rules and regulations to the minimum required for the mutual enjoyment of the Club by all its Members and their guests. The enforcement of these rules and regulations is placed in the hands of a carefully selected and trained staff for the good of all Members. The staff's principal objective is to assure all Members the courtesies, comforts and services to which Members of a private club are entitled. It is further the duty of the Membership of the Club to know its rules and regulations and to cooperate with the management and the staff of the Club in the enforcement thereof.

The following rules and regulations apply to the use and operation of the Clubhouse facilities:

1. Office Hours (Phone 234-5316):
 - (a) Monday through Friday 9:00 a.m. to 4:00 p.m.
 - (b) Saturday 9:00 a.m. to 1:00 p.m.

2. Clubhouse Hours (Phone 234-5316):
 - (a) Monday through Friday 9:00 a.m. to 9:00 p.m.
Saturday and Sunday 9:00 a.m. to 9:00 p.m.
 - (b) For special Club socials or Clubhouse activities the above scheduled hours may be extended.

3. Use of Clubhouse facilities:
 - (a) Clubhouse facilities are open to use by all members during normal hours of operation, except when a particular section of the Club (such as formal bar and/or dining room) has been reserved for a specific function. A special function could be a Club sponsored event, or an event sponsored by an outside group or individual who has rented the facilities for their own private use. In either case only members who have either made reservations or have been invited are entitled access to the reserved facilities. However, all other Club facilities that have not been reserved are available for use.

 - (b) Club house facilities are available to members for private functions such as weddings, anniversaries, etc. At such functions any and all bar service must be provided by the Club and, in the case of food service, by the Club or an approved caterer.

Management reserves the right to close the Clubhouse during inclement Weather. Please call on rainy days to see if the Club is open.

4. Membership Conduct:

The conduct of all members shall be in the best interests and welfare of all members, guests and staff. Inappropriate or abusive actions, behavior or language shall not be tolerated and shall subject a violating member to disciplinary provisions as set forth below and as deemed appropriate by the Rules Committee

The Rules Committee may undertake any or all of the following steps or remedies to address violations:

- (a) A written notice to the member family.
- (b) A two week suspension for the individual member.
- (c) A two week suspension for the family membership.
- (d) A recommendation to the Board of Directors for review and possible termination of the family membership in accordance with the Club's By laws.

5. Children's Use of the Clubhouse:

- (a) Children under 9 years of age are not allowed in the Clubhouse unless accompanied by an adult.
- (b) Parents will be responsible for the action of their children resulting in damage to Clubhouse property.
- (c) Children are expected to behave in a manner respectful to other members and the Club's property. If a problem arises, the manager will take appropriate action and notify the child's parents. Repeated offenses will result in possible loss of membership.
- (d) The use of skateboards, roller blades and "wheelie" shoes on Club grounds is prohibited.

6. Attire:

- (a) Proper attire will be worn in the Clubhouse at all times.
 - 1. Sportswear (tennis and platform tennis attire) is permitted in the Clubhouse.
 - 2. Bathing suits are not allowed at any time in any part of the Clubhouse.
 - 3. Shoes must be worn at all times in the Clubhouse.
- (b) Any member whose attire is inappropriate or violates one of the above regulations will be asked to leave by the Club manager.

7. Restaurant, Bar, Deck & Snack Bar:

- (a) During Clubhouse hours of operation:
 - 1. Members may not bring their own food or drink on the Club premises.
 - 2. All drinks must be served from one of the Club bars.
 - 3. The tables with umbrellas are for menu dining service only. Food purchased at the snack bar should be eaten at the picnic tables.
- (b) The service of liquor to minors is forbidden. Proof of legal age must be shown when requested. You must be 21 years of age or older to sit at the bar where liquor is dispensed.
- (c) The Club requires parties of more than six people to make reservations. If you appear with a large party without reservations, efforts will be made to accommodate your party. We ask your patience.
- (d) Any reservations for social and special events cannot be cancelled after the designated closing reservation date. Members will be billed 50% for each one signed up for late cancellations and/or "no shows." Persons "walking-in" without a reservation will be charged an additional \$5.00 per person, and will be expected to wait for seating arrangements to be made.

- (e) Each member will be responsible for Food Minimum spending. The Food Minimum for each Family member will be a cumulative total of \$200 from October 1st through May 31st and \$300 from June 1st through September 30th. Similarly, the Food Minimum for each Individual member will be a cumulative total of \$100 from October 1st through May 31st and \$150 from June 1st through September 30th.

These minimum charges will not be billed to your account unless, and only if, your cumulative actual charges do not equal or exceed the cumulative total minimum by the required date(s).

Any shortage of the cumulative actual from the cumulative total minimum will be charged to your account on the June 1st and October 1st statements respectively.

All food and snack bar purchases apply toward the Food Minimum. Alcoholic beverages, tennis luncheons, birthday parties, club socials or any other special event will not count towards the minimum.

8. Telephones:
- (a) The CLUBHOUSE number is 234-5316. The BATHHOUSE is 234-5318. The PADDLE COURTS is 482-1579. The TENNIS PRO SHOP is 482-1576
 - (b) Club telephones are not available for public use.
 - (c) For the courtesy of all Members, the Club would encourage polite use of cellular phones on Club grounds.
9. Reciprocal Arrangements:
Many of the clubs in the Chicago area, including The Lake Forest Club, have reciprocal arrangements whereby members of clubs may use other club's food service facilities. If a member wishes to utilize that privilege, it is suggested that such arrangements and availability of service be verified in advance with the particular club.
10. The Lake Forest Club does not hire members or children of the members for any jobs.
11. Smoking is prohibited, except for cigarette smoking in the Clubhouse Bar after 9:00 p.m. and in certain designated smoking areas outdoors. Cigarette smoking will also be allowed in the Clubhouse Bar at an adult social function with the dining room is closed for family use.
12. "NO PETS" - Pets are NOT permitted on Club property at any time.
13. The Club Membership Directory, and any information contained therein, may not be used to solicit any member for commercial or promotional purposes. The Directory may not be given to a non-member for any purpose. The Directory is published solely for the social convenience of the members. Any exception to this rule requires prior approval of the Board of Directors.
14. General Club Rules:
- (a) All members, their Family members and their respective guests shall abide by these rules and regulations as well as the By laws of the Lake Forest Club.

- (b) Members and their guests shall exhibit appropriate behavior, language and appearance while on Club grounds or as representatives of the Club in other locations as a courtesy to the enjoyment of all Members and to protect the good name of the Club. Members, and their guests, who conduct themselves in an unbecoming manner or knowingly violate any Club rule, regulation or By law may be denied privileges or be subject to sanctions at the discretion of the Board or its Rules Committee. This may include suspension and termination of membership, as allowed for in the By laws of the Club.
- (c) The Club Manager shall have full and complete charge of the clubhouse and grounds, including all pools, courts and play areas, at all times. Club staff shall be empowered to enforce Club rules and regulations and will be obligated to report violations to the Club Manager.
- (d) Members and their guests may not abuse any of the club's employees, verbally or otherwise. All employees of the Club, including dining room staff, swimming staff and court staff and instructors, are under the supervision of the Club Manager and no member or guest shall reprimand or discipline any employee or send any employee off the Club grounds for any reason. Any employee not rendering courteous and prompt service should be reported to the Club Manager immediately.
- (e) Members must not request special personal services or accommodations from the club or its employees.
- (f) All complaints, criticisms or suggestions relating to the operations of the Club must be in writing and signed or e-mailed with identification to the attention of the Club Manager. Any such correspondence will be held in the strictest confidence.

GUEST RULES FOR ATHLETIC FACILITIES

ALL GUESTS must be accompanied by a member and be registered at either the Tennis Pro Shop, the Pool Office or the Clubhouse office. If any area is not attended; please call the office to register guests as we are on an honor system. Platform tennis and out of season tennis guests must be registered at the Club office. All guest fees will be billed to the members at the rates listed below:

1. LOCAL individuals and families are allowed to be guests of The Lake Forest Club a total of five (5) times per year per membership. LOCAL is defined as the vicinity within 50 miles of the Club including Lake, Cook, DuPage and McHenry counties.
Swimming, Volleyball, tennis & Platform Tennis:
Adults \$10.00/day/guest
Juniors (16 years and under) \$5.00/day/guest
2. OUT OF TOWN (50 miles or more) guests may be registered at the Club Office, for a special weekly rate of \$50.00 per family for all activities. An individual may be registered for a weekly rate of \$25.00 for all activities. The daily rates for all activities are:
Family \$25.00, Adult \$10.00, Junior \$5.00.

3. Honorary and Lifetime Social Members may register to use the various athletic facilities at any time. Fees for Swimming, Volleyball, Tennis & Platform are as noted above. Limits: 5 Guest fees for each member classification per year.
4. Baby-sitters, foreign exchange students, au pairs or summer help hired or staying at a member's home or working for them must register at the Club office for the fee of \$75.00 per year. They may use the facilities Only when accompanied by a member or one of the member's family.
5. ANY OTHER guest arrangements must be discussed with the Club Manager.

LOCKER ROOMS

1. The East side locker rooms are designated as the "kids" locker rooms. Children ages 9-16 are allowed to enter the "kids" locker room without an accompanying adult/babysitter.
2. Children under the age of 9 are not permitted to enter the "kids" locker room without an accompanying adult or babysitter.
3. The West side locker rooms are designated as the adult locker rooms. Children must be 16 years of age or older to use the adult locker room facilities.
4. The Family Changing Rooms/Family Locker area should not be used as daily cabanas and will be monitored to assure availability for all members.
5. Children under the age of 9 can use the Family Changing Rooms for bathroom needs – without the accompaniment of an adult/babysitter.
6. The Family Locker area is available for all members for storage of personal belongings. Overnight storage of personal belongings is prohibited. The Club cannot assume responsibility for any lost and/or stolen property. We recommend members bring locks if valuables are to be kept in the lockers. Locks are not to be left on lockers overnight.

LOST AND FOUND

LOST and FOUND is located in the Pool office.

SWIMMING POOL AND BATHHOUSE

HOURS: Memorial Day weekend, August 1 thru end of season:
 Main & Baby Pools 11:00 a.m. to 8:00 p.m.
 Diving Pool 12:00 p.m. to 8:00 p.m.
 June 1 through July 31:
 Main & Baby Pools 11:00 a.m. to 9:00 p.m.
 Diving Pool 12:00 p.m. to 9:00 p.m.
 Diving Pool will be closed 5-6 p.m. daily. Pool Hours
 change on days of Home Swim Meets and other

special events.

1. Children ages 5 and under: (a child is considered to be '5 and under' until their 6th birthday). If your child HAS NOT passed the swim test (--as defined by Alison Kiely; Club Aquatics Director--) you, another adult or a registered babysitter must accompany your child in the pool at all times.

If your child HAS passed the swim test as defined by Alison, you or an adult or a registered babysitter must be on the pool deck while your child is in the pool.

2. Children age 6: (a child is considered to be 'age 6' until their 7th birthday). If your child HAS NOT passed the swim test you, another adult or a registered babysitter must accompany your child in the pool at all times.

If your child HAS passed the swim test, he/she will be provided with a swim patch which signifies to the lifeguard staff that your child has passed the test. The patch means that your child is allowed use of the pools without the need for accompaniment of an adult or babysitter in the pool or on the pool deck. The swim patch must be sewn to your child's bathing suit on the lower right hand side; just above the thigh.

Please note that all children are continually monitored and assessed with regard to their swimming ability. Children aged 7 and older who demonstrate a lack of sufficient ability will need to have adult supervision on the pool deck.

3. Children must be 9 years of age to be left unattended at the pool unless they are accompanied by a designated babysitter who must be a minimum age of 13 years old.
4. Any child who has not passed the Club Swim Test cannot use the diving boards.
5. NO flotation devices are to be used when diving off of the diving board.
6. No food, glassware, or smoking is allowed on the pool decks of locker rooms by order of the Health department.
7. The Lifeguard staff has full and complete authority to adjust all pool rules as deemed necessary based on weather, pool(s) capacity, and other factors.

On rainy days the pool hours will be left to the discretion of the Pool Manager and/or the club Manager. In general, pool facilities will be available for use to all members at all times during the above hours, except during swim team home meets and other special Club events.

Members **MUST** register their guests by signing the book at the pool office. Please cooperate by signing in guests upon entering. Towels are available for Members and Guests who register at the desk.

Lifeguards are hired to maintain safety in and around our pools and are to be

obeyed at all times. Any complaints about pool regulations should be reported to the Club Manager. Other rules stated at the deck entrances to the pool should be read and followed.

BATHHOUSE UPPER LEVEL

1. The Bathhouse Bar hours are Monday-Friday 4pm–10:00 pm, Sat-Sun 1 pm-10:00pm.
Hours are subject to change due to inclement weather and staffing availability.
2. No one under the age of 21 is permitted in the bar area.
3. The east side of the upper bathhouse is designated as the children's side. No child under the age of 9 is permitted to enter the children's side without the accompaniment of an adult or designated babysitter.
4. The west side of the upper bathhouse is designated as the adult side. No one under the age of 21 is permitted to enter the adult side without the accompaniment of an adult 21 or older. Please be mindful of the number of "under 21 year olds" that are accompanied on the adult side.
5. During home swim meets, the adult side will be restricted as a "members only" area. Guests of the Club will need to be accompanied by a Club member to access the west side.

RACQUET RULES

The Racquet Sports Director and staff are responsible for court activities and enforcement of rules.

Members are expected to observe the following general court regulations and to cooperate with staff members responsible for insuring adherence to the rules.

- (a) All members and guests must sign in. The starter is responsible for court assignment. The guest fees are \$10 for adults and \$5 for children (ages 16 and under).
- (b) Proper court etiquette will be adhered to at all times.
- (c) Appropriate attire and footwear is required on all courts.
Intra club tournaments, exhibitions, team matches and U.S.T.A. or U.S.P.T.A. events take precedence over ALL other play.
- (d) Club Building and Grounds staff is responsible for resumption of play after inclement weather or watering of courts.
- (e) Adult play takes precedence over junior open play. Normal courtesy will be extended to juniors such as allowing juniors to complete the set in progress.

COURT RESERVATION RULES

- (a) An adult member may reserve one court up to 7 days in advance.
- (b) A member/family can reserve two courts, once a month for a **private social event** that involves a minimum charge of \$50 per court in food, beverage, guest fees or Racquet pro services. These courts may be reserved up to 2 months in advance.
- (c) Reservations may be made for up to 2 hours.
- (d) A reservation will always take priority over walk-ons.
- (e) Any reservation which will not be used should be cancelled as soon as possible. Any no show reservation NOT cancelled in advance will result in a \$20 fee to the reserving member except in cases of inclement weather.
- (f) Any lesson booked must be cancelled 24 hours before the scheduled time. Any no shows will be charged the full lesson rate.
- (g) Two tennis courts shall be available to be reserved for member open play. The staff has discretion to use these courts if they have not been reserved at least one hour in advance.

USE OF PADDLE HUT FACILITIES

- (a) During paddle season, the Paddle Hut will be staffed weekdays from 5 p.m. to closing, Saturday from 11 a.m. to closing and Sunday from 10 a.m. - closing. Closing is 12 a.m. unless there is no activity, in which case the hut may close at 8 p.m. (9 p.m. on Fridays and Saturdays).
- (b) Members may not bring their own food or drink on the premises without express consent of the club manager
- (c) Children under 9 years of age are not allowed in the Paddle Hut or on the Courts unless attended by an adult. Children can not be unattended while their parents are playing paddle.
- (d) Smoking is not allowed in the Paddle Hut.
- (e) You must be 21 years of age or older to sit at the Paddle Hut bar.
- (f) The Paddle Hut is open to all members during paddle season. If reserved for a private social event (maximum 35 people), other members will have access to use the hut and its facilities.