

REGULATIONS, POLICIES AND PROCEDURES FOR SPECIAL EVENTS IN AMBERWOOD & WOODLANDS LAKE PARK AT SOUTHBRIDGE

These regulations, policies and procedures apply to those Southbridge residents who desire to reserve Amberwood Park or Woodlands Lake Park for exclusive use and to establish a fee and deposit structure to defray associated insurance and maintenance expenses.

PERMITTED USE

Any event that is held in Amberwood Park or Woodlands Lake Park (hereinafter the "Park") may be hosted and sponsored only by a resident of Southbridge in good standing (dues current, no covenant violations) who is an adult twenty-one years of age or older, the Developer of Southbridge and affiliates, or the Southbridge Homeowners Association (hereafter SHA or Association) (collectively, a "Resident"). The Park is not intended for team sporting events or golf practice. Only the following uses and activities are permitted:

1. Weddings
2. Small private parties, community-sponsored events and other social functions.

Note: There will be no commercial sale of goods and services on Southbridge Homeowners Association property at any time.

RESERVATIONS

A Resident must comply with all Southbridge declarations and covenants and applicable State and County laws. Any violation may result in the forfeiture of deposits.

Reservations are on a first-come, first-serve basis. The submission of the maintenance deposit and insurance fee and tent/turf deposit, if applicable, and a signed acknowledgement of this form are required to confirm a reservation. The date(s) requested cannot be guaranteed until the deposit, fee and the acknowledgement are received by the SHA. The unconsumed portions of the deposits are refundable.

Reservations should be submitted at least one month prior to the event date and must be accompanied by a brief description of the event, including type of event, activities included, expected attendance, tent or table usage, entertainment, duration of event, and whether food will be served. The Association will confirm reservations directly with the Resident.

INSURANCE AND FEE

The Association has Liability insurance that extends to the park. A certificate of this liability coverage can be provided upon request. A nonrefundable \$10.00 fee will be charged for each reservation to defray Association insurance costs. The Association insurance protects only the Association and is not intended to cover the users of the park. Hence, it is the exclusive park user's responsibility to obtain any necessary additional coverage to protect themselves. The exclusive park user shall indemnify and hold harmless the Association, its officers and employees for any and all liabilities arising from their use of or operations at the park.

SETUP AND CLEANUP

Setup for events cannot begin before 8:00 AM on the scheduled day of the event. Breakdown and

cleanup after the event is the sole and full responsibility of the Resident and is not the responsibility of the Association. Events must end by 9:00 PM or earlier to allow for breakdown and cleanup to be completed by 10:00 PM, no exceptions. Any additional items used in the setup, such as tables, chairs, tents, etc., are the responsibility of the Resident and must be removed following the event. When items (i.e. tents, tables) are used for weekend events, they must be removed by noon on the day following the event.

All trash accumulated during the event must be removed from the Park immediately after the conclusion of the event. If additional receptacles are needed for the event, the Resident is responsible for obtaining, paying for and disposing of such receptacles.

MAINTENANCE DEPOSIT

Any resident desiring sponsoring an event in the Park shall pay a maintenance deposit of \$300.00. The deposit will be set aside to cover the cost of damages to and the unusual cleaning of the Park or any adjoining property which may result from an event. Any such costs which exceed the deposit shall be assessed and paid by the Resident in addition to the deposit amount. Any such amount not paid within thirty days may be treated as an assessment against the Resident under the covenants affecting Southbridge, including lien rights in favor of the Association.

At the conclusion of the event, the Resident must return the area to its original condition. If the Resident has not cleaned up the Park and restored it to its original condition, the Association will retain the deposit or a portion thereof, and charge the Resident any additional amounts that are required to recover Association expenses for site repair and cleanup. Unconsumed portions of the maintenance deposit will be promptly refunded.

TENT AND TURF DEPOSIT

When a tent is placed in the Park, a refundable damage deposit of an additional \$300.00 must be submitted at the time of reservation. Prior to a tent being placed in the Park and setup, the Association must be informed of the intended placement and must approve same. A seven-day recovery period must be allowed between tent placements. Recovery time begins once the tent is removed from the Park.

Any staging to be erected must be approved by the Association. All staging equipment must be removed from the Park within 36 hours after the conclusion of the event and before the next scheduled event.

FOOD AND BEVERAGE

The Resident is responsible for all actions of a caterer or other vendor, when hired, and for its agents and employees. Any hired caterer or vendor must have a valid business license and insurance. Again, there will be no commercial sale of goods and services on SHA property at any time.

- The Southbridge Homeowners Association or its officers or employees shall not sell, furnish or serve any beer, wine or alcoholic beverage at any time on SHA property.

SOUND/NOISE LEVEL

For the benefit and quiet enjoyment of the property owners adjoining the Park, the sound or noise level should be kept within reasonable limits so as not to disturb other Southbridge residents. Please be courteous to your neighbors and mindful of the Chatham County noise ordinances.

VEHICULAR TRAFFIC

Vehicles must remain on pavement at all times. Vehicles that are loading or unloading cannot block any entryway, sidewalk or adjacent driveway. Any deviations may result in the forfeiture of deposit and cost of repairs, if necessary.

Parking is not permitted in areas immediately adjacent to the Park. Parking is limited to one side of the street in the designated area (see map below). If additional parking is required, Residents must make prior arrangements, along with their own transportation means, for shuttling their guests to and from the Park.

ACKNOWLEDGMENT BY RESIDENT

By my signature below, I acknowledge that I have been provided with a copy of the above guidelines and have read and understood same. Any abuse of the foregoing guidelines may result in suspension of Park usage benefits and compensatory financial sanctions. The user(s) agrees to hold harmless and indemnify the SHA, its officers, directors, and employees from any and all claims, including but not limited to personal injuries (including wrongful death) and property damage sustained by anyone as a result of any liability-causing act of commission or omission of any person arising from Park use permitted by this Agreement.

Signature of Southbridge Resident

Received by

Date

Time

Date

Time

Printed Name

Address

Phone

For all further inquiries regarding your reservation, please call the business manager, Mark Schreiber, at (912) 659-8604.

For questions/problems about the park specifically, please call the property manager, Van Isenhour, at (912) 659-2931