

PACIFIC CREST LODGE (PCL) RULES AND REGULATIONS

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There are specific forms, price lists and procedures for facility use. Notwithstanding the rules specified below or in Board policies established from time to time, the Community Management Staff are responsible for the assignment of all facility rooms.

18.1.1 Guests are permitted to accompany residents to the facilities, providing they stay with the sponsoring resident at all times.

18.1.2 To reserve use of a facility on a regular basis, a group must be approved by the Trilogy at Glen Ivy Board of Directors and have an approved charter with at least 8 residents in attendance on an on-going basis. Room reservations will be made in a manner that maximizes space utilized. Partially utilized rooms may be shared

18.1.3 Facility rooms at the Pacific Crest Lodge are available for reservations and use by committees, clubs, activities and private parties on a priority basis (Please check with office for the Facilities Room Use Policy and related fees.)

20.4 Commercial activities will be permitted under the following conditions:

20.4.1 Activities and related commercial products or services sponsored by TGMA, TGIS, TGMA Chartered Clubs and committees.

20.4.2 Notwithstanding above, resident clubs, TGMA or TGIS which have invited individual speakers to address their meetings may permit speakers to make mention of their product or service, display or sell their product, as long as the main thrust of the speaker's presentation is educational or informational or related to an activity sponsored by the organization.

20.4.3 Clubs whose membership consists solely of Trilogy residents are authorized to use the Sierra Ballroom, Tenaja Room and Palomar Room at no cost for membership meetings and activities. Reservations for use of these rooms must be made in advance through the office to avoid conflict with other scheduled meetings and activities.

20.4.4 The Pacific Crest Lodge may be used for inter-club competitions and demonstrations that may include people who do not live within Trilogy. (Example: billiard tournaments, Art League demonstrations etc.)

20.4.5 The Pacific Crest Lodge can be used for educational purposes that may include non-residents providing Trilogy residents had prior opportunity to register.

20.4.6 The policy regarding priority ranking for use of facilities is attached as Exhibit A.

20.4.7 During times when certain portions of the facility have been reserved for exclusive use, Trilogy residents may use the remaining areas of the facility not reserved. Non-rentable space can be blocked for community functions as per management.

20.4.8 Pacific Coast Lodge has specific requirements, policies and procedures for groups who wish to reserve and use facilities for social events at which there will be food and/or drink. There are time requirements in order to place reservations, and to book the rooms desired. A room rental charge and/or cleaning-security deposit may be required. Detailed information is available at the Lodge Desk.

20.4.9 Offsite food and beverage will not be permitted on the premises without prior written permission from the Association Management Staff. Chartered clubs and organizations may bring food and drink for their functions, but if a caterer

will be involved, prior written approval must be obtained from the Management Staff.

- 20.4.10 Individuals, groups and organizations using Pacific Crest Lodge must abide by the rules and regulations adopted to govern said usage. Those found circumventing or disregarding the rules, regulations, policies and procedures will be denied use. Events can be immediately terminated should violations occur during the event. If violations are discovered after the event, other already approved reservations for the violating group may be cancelled or the group may be required to resubmit their request for use of the facility under the following guidelines. Future requests for the violating group may also be subject to the following guidelines. Guidelines: Requests must be presented in writing sixty (60) days in advance of the event. The written request will then be reviewed by the Board of Directors who may require a personal meeting with the requesting party prior to granting approvals.
- 20.4.11 Golf Clubs and bags are not permitted to be brought into the Pacific Crest lodge. Golf shoes with cleats may not be worn inside the lodge.
- 20.4.12 Any other use of the Pacific Crest Lodge must be approved by the Board of Directors or the Community Manager.
- 20.4.13 Smoking is prohibited in the Lodge. Smoking is allowed in designated smoking areas on the back patio only.
- 20.4.14 Pets are not permitted in the Lodge with the exception for Service Dogs.

BILLIARD ROOM EQUIPMENT USE POLICY

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Residents will be responsible for any damage and/or loss of equipment, including table, while it is in his/her possession.

- 21.4 Guests in the billiard room are required to be accompanied by a sponsoring resident at all times, and must be 14 or older.
- 21.5 Food and beverages are not allowed on or near the billiard tables.

IMPORTANT INFORMATION

Please note that all residents, family members and guests use the Trilogy facilities at their own risk. The Association assumes no responsibility for injury or accidents to persons, or damage and/or loss of property while using the facilities.

SOCIAL EVENT SIGN UP POLICY

22 ELIGIBILITY FOR USE

Only current residents of Trilogy are eligible to sign up for any Association social event. Single residents of Trilogy may sign up a non-resident guest.

- 22.1 Official sign-ups for Association social events will take place only when members of the Social Committee and Staff are present.
- 22.2 Trilogy residents may sign up and pay for a total number of residents equal to the number of persons that can be accommodated at a single table. Residents wishing to sign-up for an entire table may do so only when an entire table is available.
- 22.3 The organizing committee shall determine seating capacity per table.
- 22.4 The committee organizing the social event shall have one table reserved for their members and spouses/guests.
- 22.5 Reservations will be on a first-come, first served basis, until the demand requires the Social Committee and Board to develop alternative methods for registration. Ten (10) days prior to an event, if there are tickets available, outside guests may be invited, limited to one guest couple per residential unit.

23 PACIFIC CREST LODGE ROOM RESERVATION SCHEDULING PRIORITY

The following list is the order of priority that will be followed when booking rooms for the calendar year. Each spring, the Association will circulate a room reservation request form to all official groups and chartered clubs. The requests will be compiled by the Association Management Staff and rooms will be assigned per the priority list and the room reservation criteria contained in the Pacific Crest Lodge rule book.

- 1. TGMA
- 2. TGIS
- 3. Association Chartered Clubs and Committees (including the Resident Partner Committee)
- 4. Shea Corporation
- 5. Individual Residents
- 6. Donovan Corporation
- 7. Non-residents and community clubs and organization
- 8. Governmental and related groups