

Rules of the Club

July 1, 2018 – June 30, 2019

The rules and regulations of Cedar Rapids Country Club are intended to be a guide to the use of the Club and its facilities. They are not intended to deal with all conceivable issues that may be presented for governance. From time to time the Board of Directors will develop additional policies or amend existing ones to aid in the management of the Club.

1.0 Membership

The By-Laws define there shall be the following Membership Categories:

- Regular
- Intermediate
- Social
- Clubhouse
- Commuter
- Non-Resident
- Honorary

The Club has several classes of members with different rights and obligations as specified in the By-Laws and in these rules and regulations.

1.1 Regular Members

Regular Members are entitled to all rights and privileges as defined in the By-Laws. Regular Members are not required to pay greens fees for the use of the golf facilities or court fees for the use of the tennis facilities. Fees may be required for the use of other recreational facilities. The number of Regular Members shall be limited to three hundred fifty (350). Any person aged twenty-one (21) or older shall be eligible for Regular Membership.

1.2 Intermediate Members

Intermediate Members are entitled to use all Facilities at the Club made available from time to time. Intermediate Members are not required to pay greens fees for the use of the golf facilities or court fees for the use of the tennis facilities. Fees may be required for the use of other recreational facilities. The number of Intermediate Members shall be limited to one hundred (100). Any person between the ages of twenty-one (21) and thirty-nine (39), inclusive, shall be eligible for Intermediate Membership.

Intermediate Membership shall terminate at the end of the month in which the Intermediate Member attains the age of forty (40) years, at which time the Intermediate Member will be transferred to Regular Membership. For purposes of this section, the birth date and age of the oldest spouse at the time of application shall serve as the official age and date of birth for eligibility for Intermediate Membership.

1.3 Social Members

Social Members are entitled to use all of the Facilities other than the golf facilities to which they are limited to three (3) rounds per Membership Year. Social Members are not required to pay court fees for use of the tennis facilities. Fees may be required for the use of other recreational facilities. The number of Social Members shall be limited to one hundred fifty (150). Any person aged twenty-one (21) or older shall be eligible for Social Membership.

1.4 Clubhouse Members

Clubhouse Members are entitled to use of the fitness, dining and social facilities at the Club made available from time to time. Clubhouse Members are not entitled to use the golf, swim or tennis facilities. The number of Clubhouse Members shall be limited to one hundred fifty (150). Any person aged twenty-one (21) or older shall be eligible for Clubhouse Membership.

1.5 Commuter Members

Commuter Members are entitled to use all Facilities at the Club made available from time to time. Commuter Members are not required to pay greens fees for the use of the golf facilities for their first thirty (30) rounds or court fees for the use of the tennis facilities. Fees may be required for the use of other recreational facilities and for rounds played beyond thirty (30). The number of Commuter Members shall be limited to fifty (50). Any person aged twenty-one (21) or older who does not own or rent a residence of any form within twenty (20) miles of the Club shall be eligible for Commuter Membership.

1.7 Non-Resident Members

Non-Resident Members are entitled to use all Facilities at the Club made available from time to time. Non-Resident National Members are limited to ten (10) rounds of golf per year in total for the Membership, and otherwise are not required to pay court fees for the tennis facilities. Fees may be required for the use of other recreational facilities. The number of Non-Resident Members shall be limited to fifty (50). Any person aged twenty-one (21) or older who does not own or rent a residence of any type within seventy (70) miles of the Club shall be eligible for Non-Resident Membership.

1.8 Honorary Members

A member may be designated an Honorary Member at the discretion of the Board of Directors. Honorary members are exempt from dues, but are responsible for any user fees they incur while using the Club's facilities.

1.9 Longevity and Loyalty Recognition

A member who has been a member of the Club, in any combination of categories, for thirty-five (35) years or more is eligible for longevity recognition by the Club. Upon reaching the thirty-five (35)-year anniversary of membership, a Member of any category shall receive a 15% discount to the stated rate of dues applicable to their chosen membership category, with exception of the Clubhouse and Non-Resident membership categories for which they may not

receive a discount due to the discounted nature of these two categories. All applicable rights, privileges and restrictions to the category shall otherwise apply.

1.10 Children

An unmarried child of a member may use the Facilities of the Club under the parent's membership until the twenty-fourth (24) birthday of such child.

Children under the age of ten (10) must be accompanied by a Member or designated adult supervisor on Club premises at all times. Children under the age of ten (10) may not sponsor guests.

1.11 Admissions Process

General Requirements:

An approved Member in good standing in any category is eligible to propose a candidate for membership. A Member should have a strong familiarity with the proposed candidate on a personal, social, or professional basis. A candidate for membership must have the written support of a primary Member Sponsor in addition to one Member Co-Sponsor and at least two other Member references who may be contacted by the Membership Committee as needed, following the procedures outlined as follows:

Procedure:

- a. The Member shall first contact the Chairperson of the Membership Committee and provide the information requested in the Preliminary Application for Membership, including the name of the candidate, the names of the Primary Sponsor and Co-Sponsor, and the names of at least two other members who know the candidate and may provide reference upon inquiry from the Membership Committee.
- b. Upon the receipt of the Preliminary Application, the name of the candidate shall be entered in the applicants' pool and the Membership Committee shall conduct a preliminary evaluation. If at any point during the evaluation it is determined the candidate does not have sufficient support for Club membership, the Sponsoring Member shall be so notified by the Chairperson of the Membership Committee and the application process terminated immediately.
- c. When an opening occurs in the desired member category, the Membership Committee shall notify the Primary Sponsoring Member that their candidate has been considered and shall be asked to introduce the candidate and spouse to the members of the Membership Committee and to at least three other members of the Board of Directors. It is the responsibility of the Sponsoring Member to arrange such meeting(s). This is most easily done at a monthly Member social hosted on the first Friday of each month by the Club. During this time the name of the candidate shall be posted to the Regular Members of the Club for a period of ten (10) days prior to the election becoming effective.
- d. Assuming the candidate is favorably considered following this meeting, the Sponsoring Member shall be asked to complete and submit a formal Application for Membership and Sponsors letter of support. It is the responsibility of the Sponsor to collect the letter of

support from the Co-Sponsor as required on the Membership Application, and forward a completed packet to the Chairperson of the Membership Committee. It is important that these letters clearly show a relationship has been established with the candidate. The letters should also indicate the expected use the candidate and family may make of the Club's facilities and any specific ways the candidate may contribute to the growth of the Club and its activities.

- e. The Membership Committee, having reviewed the formal application and the sponsoring letters, and abiding by the rules of the Club, may then recommend to the Board of Directors that the candidate be accepted for membership.
- f. The Membership Committee, with the approval of the Board of Directors, may at any time declare a moratorium on the acceptance of any new applications.

1.12 Initiation Fees and Dues

Initiation fees for all membership categories shall be based on the recommendation and vote thereof by the Membership Committee and thereafter determined by the Board of Directors.

<u>Member Category</u>	<u>Initiation Fee</u>	<u>Dues (Annually / Monthly)</u>
Regular	\$10,000	\$7,380 / \$615
Intermediate	\$5,000	\$4,740 / \$395
Social	\$5,000	\$4,500 / \$375
Clubhouse	\$1,250	\$2,040 / \$170
Commuter	\$5,000	\$4,560 / \$380
Non-Resident	\$2,500	\$1,680 / \$140

For all categories except Clubhouse, \$2,500 of the posted Initiation Fee must be paid upon application to the Club. The balance may be paid immediately or in equal monthly installments over up to 5 years upon signing of a member contract of equal length to the installment. Clubhouse Members must pay the full Initiation Fee upon application to the Club.

For all categories except Clubhouse; the Children, Grandchildren, Parents and Grandparents of Members and Members' spouses are eligible for a Legacy discount of \$2,500 off the posted Initiation Rate for the applicable category.

1.13 Rights of Surviving Spouses

Surviving spouses of deceased members may, upon application, succeed to the membership status and rights of the deceased spouse. The surviving spouse of a member shall have the option of converting to a different Membership Category immediately upon approval of application. In the event that a Membership Category is at capacity at the time of application by a deceased spouse, the spouse shall be considered an "interim" Member in the chosen category until such time as a space opens at which point they will receive priority placement into the category.

1.14 Significant Others

Upon the written request of any member, the Board of Directors may authorize the use of the Club facilities available to that Member by a designated Significant Other without payment of

additional dues or guest fees and without limitation on the number of times said Significant Other may use those facilities. A Significant Other must not be related by blood to the requesting member, must be unmarried, engaged in a romantic relationship and living with the Member. The minor children of the Significant Other would be given the same privileges as Member's children as long as the children are also living with the Member. A Member may only request a change in the designation of a Significant Other once per membership year.

1.15 Certificate of Regular Membership

The cost of the Regular Membership Certificate shall be One Dollar (\$1.00) and shall be payable on election to Regular Membership. The price of the membership certificate is in addition to any initiation fee.

1.16 Transfers Between Member Categories

A Member may submit written request to the Membership Committee before May 1st to transfer to another Member category. Upon review by the Membership Committee and subject to the approval of the Board of Directors, the Member shall be transferred into the requested category at the beginning of the subsequent Membership Year (July 1). For transfer requests into a higher dues paying category, such requests may be submitted at any point, and may be reviewed and approved with immediate effect pending capacity in the desired Member category.

In the event a Member requests a transfer into a Member category that is currently at its prescribed capacity, the Board may approve and suspend the transfer request pending an opening in the desired Member category. Under no circumstances may a transferring Member result in the capacity of a category being exceeded, notwithstanding special exceptions laid out for spouses of deceased Members outlined elsewhere in these rules.

2.0 Club Policy

2.1 Alcohol

Alcoholic beverages will not be served, sold, or be permitted to be consumed on the Club premises during the hours, if any, prohibited by law. The service or consumption of alcohol by anyone underage is strictly prohibited. Persons who are unable to verify their age may also be denied service.

Only alcoholic beverages served by the Club are permitted on the Club premises. No alcoholic beverages purchased from the Club may be taken off the premises. Alcoholic beverages of any kind may be barred from certain areas of the Clubhouse or grounds at the discretion of the Board or General Manager.

It is important that each Member fully appreciate the substantial liability that could be placed upon the Club's staff and management as well as the Club itself for violating regulations and laws related to the Club's liquor license and/or for serving intoxicated guests. Club employees may, at their discretion, refuse to serve alcoholic beverages to any person who appears to be intoxicated. Members shall not reprimand or abuse staff under circumstances in which they have

exercised their judgment to stop a Member or guest from further consuming alcohol. State and local statutes shall govern service of alcoholic beverages at all times.

Should you feel that you are unable to drive home from the Club, please advise a staff member and arrangements will be made to get you home safely.

2.1 Attire

Appropriate attire for The Cedar Rapids Country Club should be tasteful and in keeping with a reasonable sense of decorum. Members are encouraged to be sensitive to other members and their guests so that one's attire is not embarrassing or offensive to anyone at the Club. To avoid any embarrassment, it is the Member's responsibility to inform guests of dress regulations.

Denim (jeans) and/or golf appropriate attire is acceptable for the Club Room, Patio, Lounge and Grill, provided it is not during a special event, i.e., formal function (excludes private parties). Denim (jeans) should be tasteful, and should not be cut-off shorts, contain rips, tears or anything unsightly.

On the Patio, swimming attire is permitted with a cover-up.

The Club requests that gentlemen remove their hats when entering the Clubhouse.

The Dress Code for a Club party will be noted on the flyer or invitation.

Proper attire for the golf course and tennis courts is defined in the applicable section of these rules.

2.3 Billing

Statements are to be paid by the end of the month in which they are received pursuant to the By-laws of the Club. All disputes concerning dues and charges shall be addressed to the Club Controller. If the Member and Controller cannot resolve the dispute, then Member may appeal in writing to the General Manager whose decision shall be final.

2.4 Cellular Phones & Electronic Devices

To preserve the integrity of the Club and out of respect for Members and their guests, the use of cellular or digital portable phones and other forms of electronic communication devices are to be used with discretion. Music on the golf course must not be audible to others on the course. Music is not allowed on the driving range without headphones.

2.5 Cash & Credit Cards

All food, beverages and other goods and services shall be paid by signed receipt of the Member.

Members may not use credit cards for purchases at the Club. Guests may use credit cards for Golf Shop purchases.

2.6 Complaints

Member complaints and grievances shall be held in the strictest confidence. Complaints should be submitted in writing, signed and dated by the complainant, and will be appropriately addressed in the following manner:

Member complaints concerning Club employees, other Members, or the Club or its facilities shall be made only to the General Manager. The General Manager shall investigate the complaint and determine the action, if any, to be taken by the Club.

Complaints against the General Manager shall be made directly to the President who will investigate the complaint and determine the action, if any, to be taken by the Club.

2.7 Directory

The Membership Directory may not be used by any Member for commercial or charitable purposes, nor given to a non-Member for any purpose. The directory is published online for the convenience of Members. At their discretion, Members may post additional personal information on the Clubs secure website.

2.8 Discipline

The General Manager is required to notify the Board of any violation of the Club rules. The Board reserves the right to discipline any Member who violates Club rules in accordance with By-Law and rules procedures. Sanctions include, but are not necessarily limited to fines, restitution, letter of censure, suspension, and expulsion.

2.9 Enforcement

The management staff of the Club is authorized to enforce these rules on behalf of the Board.

2.10 General Public

The facilities of the Club are intended for the use, accommodation, and enjoyment of the Members and their invited guests. None of the Club's facilities shall at any time, in any manner, be made available to Members of the general public or to any non-member group or organization without prior written consent of the Board of Directors. The Club encourages Members to use the Club's services and facilities for luncheons and dinners and to invite guests to enjoy these services and facilities with them. However, a Member must be present at all times at luncheons, dinners, and all other functions held in the Club or on the Club premises, and the Member shall be responsible for all charges incurred at or on account of any such function.

2.11 Hours of Operation

For hours of operation, please visit the Club website at:
www.cedarrapidscc.com

2.12 Liability

Neither the Club, its Directors, officers or employees shall be liable for any injuries to persons or damage to or loss of property involving Members, guests, or other persons on the Club premises. Each Member agrees to indemnify and hold the Club, the Board, officers and employees

harmless from and against, any and all claims made by their guests or invitees, occurring on the Club premises for the personal injury, damage to, or loss of property not proximately caused by the gross negligence or willful or wanton conduct of Club employees. The use of Club facilities by the Member or other person shall constitute and acknowledgement of that person's release of liability and waiver of claim.

2.13 Loss or Destruction of Property

Every Member shall be responsible and liable for any property damage and/or personal injury at the Club, or at any activity or function operated, organized, arranged or sponsored by the Club, caused by the Member, his or her family Members, or by their respective guests. The costs of such damage shall be charged to the responsible Member's Club account.

2.14 Locker Rooms

No one under the age of 18 is allowed in the Men's or Ladies' Locker Rooms unless accompanied by an adult Member. Towels and other locker room supplies shall not be removed from Club property.

All lockers will be available on a first-come, first-serve basis from the locker waiting list. Locker rights are not transferrable between Members. Locker fees are subject to change without notice and are not included in Club dues.

The annual locker fee is: \$130

2.15 Shoe Shine Service

Shoe shine service is available for an annual or per use fee. This service is available dependent upon capacity.

The annual fee for unlimited service is \$150. The per-pair use fee is \$10.

2.16 Parking

Members and guests should park in the Members parking area. The circle in front of the Club is for loading and unloading purposes only. Valet service is provided. At no time may a member vehicle be driven on shared-use sidewalks beside or behind the Clubhouse.

2.17 Pets

Pets are prohibited in the Clubhouse and Pool area with exception of certified service dogs in the company of a Member or guest. Pets elsewhere on Club grounds must be on a leash at all times and the owner is responsible for clean-up of any pet waste.

2.18 Publicity

The Cedar Rapids Country Club is a private Club governed by non-profit statutes that limit and restrict the forms of publicity in which the Club may participate. Accordingly, inquiries from the media concerning the Club, its Members or practices shall be directed to the Club President. No

other Member or Club employee shall discuss Club events, policies, rules, By-Laws, or affairs with the media without permission.

2.19 Service Charge

A customary service charge of 18% will be added to all Food & Beverage charges at the Club, 15% of this charge is direct gratuity to the service staff.

2.20 Smoking

Pursuant to state and local law, tobacco products may not be purchased by or for anyone under the age of 18. Smoking is permitted only on the golf course and in the parking lot.

2.21 Solicitation

Neither demonstration nor solicitation on behalf of any political, sectarian, or other group shall be made in the Clubhouse or on Club property, nor shall printed matter on behalf of any person, party, or legislation be distributed in the Clubhouse or Club grounds. Members may not be solicited for any reason.

2.22 Tipping

Tipping of employees is not expected, however Members and Guests may tip for exceptional service. For the convenience of our Members, a service charge is included on all Food & Beverage purchases.

2.23 Guests

Guest access is afforded in accordance with the policies of each area of the Club as detailed in these rules. Applicable guest, use, or daily fees are outlined in the respective section of these rules and regulations.

There are five (5) classifications of guests:

- a. *Accompanied Guests* - Any non-family guest accompanied by a Member.
- b. *Family Guests* – Parents, Grandparents, Children, Grandchildren, Siblings and In-Laws of the Member or Member’s spouse.
- c. *House Guests* – A house guest residing with a member may be introduced by the member for a period of ten days or less by contacting the Club’s Membership Office. In these instances, guest passes are available to permit unaccompanied guest use of the Club facilities under “*accompanied* or *family* guest” rules as applicable.
- d. *Unaccompanied Guests* – Guests not in the company of a Member who are not registered House Guests.
- e. *Junior Guest* – Any guest under the age of 18.

2.24 Member Employment

Members, Member’s spouses, and immediate family members of Members, Member’s spouses, or Member’s significant others shall not be eligible for employment at the Club. This is defined as Parents, Children, or Grandchildren of same.

3.0 Golf Policy

3.1 General Rules

The Rules of Golf and Etiquette govern Golf play at the Cedar Rapids Country Club as written by the United States Golf Association.

All rounds at Cedar Rapids Country Club must be completed in less than four (4) hours. When singles, twosomes and threesomes are on the course with foursomes, the foursomes shall set the pace of play so long as they abide by the pace of play. An un-delayed round is an important tradition of this Club. Whenever a match shall for any reason fall more than one clear hole behind the players ahead, it is expected to invite the following match through. In the absence of such invitation, the following match shall go through upon request.

Professional Staff, alongside the Golf Committee, will monitor playing times. The Golf Committee may remove or restrict playing privileges during high traffic times and oversubscribed tournaments in instances of repeat offenders.

Any group stopping for refreshments must occupy the next tee before the following players arrive at the tee or lose its position.

Carts must use paths where provided, detour soft areas and park no closer than 50 feet to greens or tee boxes. Please obey the intent of ropes, stakes and signs. Please do not drive carts in tall grasses or park on grass walking paths. The Golf Committee will suspend cart privileges to any members or their guests that abuse the Course.

The Course is open for play to Members with golf privileges year round, except on those days when the Club is “closed,” or when the Course is closed for maintenance or outside events. Refer to the golf calendar online at www.cedarrapidscc.com. The Professional Staff or Superintendent have the sole authority to close the facilities, suspend play or restrict cart use in the event of hazardous weather or unsuitable playing conditions.

The Starter is responsible for controlling the order of play at all times. During high traffic periods, groups will receive priority when their entire foursome has checked in with the Starter. No one may commence play from any place or tee other than #1 tee without permission from the Starter. Twosomes will be paired together when practical during high traffic times to maximize course utilization. Twosomes will have priority from 6:30-7:00AM on Saturday mornings.

3.2 Attire

Proper golf attire is required at all times on the Course and practice facilities.

Men: Slacks or full-length shorts (no more than 3 inches above the knee) and a collared shirt. Tailored “camp-style” shirts and mock turtlenecks are acceptable.

Women: Skirts, slacks and shorts (no more than 4 inches above the knee), skorts or yoga pants.

Denim, short shorts, tennis shorts, bathing suits, tank tops, sloganed tee-shirts, and halter-tops are not suitable attire. All hats must be worn forward.

3.3 Tee Times

To encourage camaraderie and member participation, tee times will be offered only for guest play from 1:00-2:00PM Tuesday – Thursday. Please call the Professional Shop to arrange guest times. Ladies’ Golf will have priority Thursday 8:00-10:00AM. At all other times, the order of play is controlled by the Starter.

3.4 Caddies and Caddie Fees

In order to preserve walking as one of the great traditions of the game of golf, to provide a service to our Members, and to avoid damage to the course caused by golf carts, walking is encouraged. To complement the playing experience at our classic Donald Ross course, caddies are offered for the following rates:

	<u>18</u>	<u>9</u>	<u>Forecaddie</u>
Honor Caddie	\$45	\$25	\$15
“A” Caddie	\$35	\$20	\$10
“B” Caddie	\$25	\$15	\$10

Tipping is permitted for exceptional service.

3.5 Golf Carts and Golf Cart Fees

Motorized golf carts may only be operated by persons holding a valid driver’s license. Cart paths must be used where provided. Motorized golf carts must not approach closer than fifty (50) feet to any green or tee box other than on cart paths.

At no time may privately owned golf carts, golf boards or similar personalized riding carts be taken past the designated parking lot of the Club or onto the Course.

The Club requires orderly and careful operation and use of golf carts on the Club premises, by passengers and riders alike. Each Member will be responsible for ensuring the orderly and careful operation and use of any golf cart which the Member, any family Member of a Member or any of their respective guests may use, including the requirement to abide by the Club’s rules and directives from time to time in effect governing cart use such as but not limited to, careful use, routing directions, occupancy limits and remaining on Club grounds at all times.

Rates for motorized carts (per player) are published annually by the Golf Committee:

	<u>18</u>	<u>9</u>
Cart Fee	\$21	\$11

Children under 8 years of age, in the company of a parent, will not be charged the cart fee.

3.6 Guests & Greens Fees

Upon request of a Member, the privileges of the Club may be extended to guests subject to the following limitations:

“Golfing privileges means play of the Course or use of the practice facilities. Members should notify the Professional Staff to introduce all guests prior to play. With the exception of Golf Shop purchases, caddies fees and caddie gratuities, all charges for Accompanied and Unaccompanied guests must be billed to the sponsoring Member’s account.

Any guest may play a maximum of three (3) times per season.

	<u>18</u>	<u>9</u>
Accompanied Guest	\$95.00	\$50.00
Junior Guest	\$25.00	
Unaccompanied Guest	\$250.00	
Family Guests are half the published rate		

Members may introduce up to 3 guests at a time. A Member must receive permission from the Golf Professional to host more than 3 guests. Permission must be granted 48 hours in advance of the tee time. Executive Outings which consist of more than 3 guests may be subject to a \$25 minimum Food & Beverage spending requirement through the Banquet Department.

3.7 Play of the Course

All golfers are expected to:

- Replace divots
- Repair pitch parks
- Avoid trampling the fescue or otherwise damaging the course
- Follow all posted directions and any directives from the Professional Staff or grounds crew staff

3.8 Practice Facilities

The Club provides practice facilities including Driving Range, Short Game facility, and Putting Greens. A mandatory fee of \$210 will be charged annually to all golfing members to maintain the facilities. In season, the driving range will open 30 minutes prior to the first tee time, and close at 8:00PM. On Sundays and Wednesday the driving range will close at 6:30PM for maintenance. Out of season the range time will be dictated by the Superintendent and Golf Professional.

The Driving Range is not capable of receiving shots longer than 200 yards. Anyone that hits shots that carry outside the property of Cedar Rapids Country Club will lose Driving Range privileges. Limited flight range balls are provided for those wishing to practice longer shots.

3.9 Indoor Golf Studio

Access to the Indoor Golf Studio is available on an annual basis, and includes key-card access to the simulator facility. Please contact the Professional Shop to initiate service.

The annual fee for the Indoor Golf Studio is \$350.

3.10 Bag Storage

Bag storage and club cleaning are available on an annual basis. Junior golfers are expected to maintain and clean their own clubs. Please contact the Professional Shop to initiate the service. The annual fee for storage is \$95 per Adult and \$60 per Junior.

3.11 Electric Cart Storage

For members who own electric motorized carts, storage and charging are available on an annual basis. The waiting list has expired for this service and will no longer be offered for new carts.

The annual fee for storage is \$350 per cart and includes storage of one bag.

3.12 Mill River Member Shopping Experience

The Professional Shop carries a wide array of sport and leisure clothing and other high quality items unique in the private club world. For a mandatory annual fee, Members receive special discounted pricing on all items in the Professional Shop that cannot be found in competing retail outlets.

The annual fee for the Mill River buying program is \$150. This is automatically billed to all Members with golfing privileges and is available by request to any Member of a non-golfing category.

3.13 Club Tournaments and Events

All tournaments will be governed in accordance with USGA rules.

Members are required to have a club handicap and maintain that handicap as specified in 3.15.

A comprehensive list and description of all Club sponsored tournaments and member events will be published annually in the Golfer's Guide in advance of the season by the Professional Staff. The Golfer's Guide may be found online at www.cedarrapidscc.com

3.14 Handicaps

The USGA Handicap system is based on peer review. Members are responsible for posting their own scores in accordance with the USGA's Equitable Stroke Control (ESC).

An incomplete round must be posted in the event that 7 holes are completed (9-hole score) or 13 holes are completed (18 hole score). The Professional Staff can assist with scoring these rounds according to the course handicap index.

In order to compete in events, Members must maintain their handicap at the club and post at least 90% of their scores. Failure to post scores in a timely manner will result in an adjustment to your handicap or the inability to compete in certain golf events.

For any event that utilized multiple tees (golf courses), the Professional Staff will utilize Rule 3-5 from the USGA Handicap Manual to host a fair competition.

Golfing members will be registered in the GHIN system for an annual charge of \$40.

3.15 Outside Events

Golf events at Cedar Rapids Country Club must be approved in advance by the Golf Committee. Between Memorial Day and Labor Day of each calendar year, the total time allocated for the playing of outside golf events shall not exceed 5 ½ hours, must be approved by the Board of Directors, and require a non-refundable deposit no less than 60 days prior to the scheduled event.

The Golf Committee shall, at its discretion, allow for outside events to be scheduled at times that are least disruptive to the use of the course by Members or for the benefit of the club's best interests.

4.0 Tennis Policy

4.1 General Rules

The tennis program is arranged and supervised by the Tennis Committee, and tennis activities are under the direction of the Tennis Professional.

4.2 Court Availability

Hours of Operation:

Monday – Friday	Saturday	Sunday
8:00AM – 8:00PM	8:00AM – 7:00PM	9:00AM – 6:00PM

The clay courts will be closed for maintenance each day from noon until 1:00 pm and from 4:30 pm- 5:30 pm

The courts may not be used when they are unfit for play due to weather or repairs.

The courts may not be used when scheduled tournaments or lessons are in progress.

The ball machine is available for \$5.00 per half hour, and is not to be used during prime playing time.

4.3 Court Reservations

Reservations of courts may be made up to one (1) week in advance and for no more than two (2) hours of consecutive use for singles and two (2) hours for doubles.

Players must check in with the attendant on duty before entering the court area, and relinquish courts promptly when time is up. Normal courtesy will allow players to complete a game in progress but not a set.

Reservations may be made in person at the Tennis Shop or by telephone. Inquiries as to desired court times may be left on the telephone answering machine, but must be confirmed with a return call from a member of the tennis staff.

A Member may reserve up to three (3) courts for special events (private party, etc.) if there is no conflict with a scheduled Club event. This may be done by calling the Tennis Professional.

4.4 Pre-Season and Post-Season Reservations – When Tennis Pro Shop Is Not Staffed

Reservations can be made up to twenty-four (24) hours in advance by booking them on-line. On-line reservations may be made through the club's website on the Tennis tab.

Time and court will be recorded on the reservation sheet in the office and posted in the Tennis Pro Shop by 9:00 am the day of play.

Court reservations on the day of play are made in person by signing the sheet in the Tennis Pro Shop. No phone reservations can be taken on the day of play because the office personnel do not have ready access to the reservation sheet.

4.5 Attire

Non-marking shoes must be worn on the courts by players at all times.

All tennis players are required to wear shirts when playing tennis. Playing is not permitted in swimsuits or blue jean cut-offs.

Glasses, bottles, dishes and other breakable items are not allowed in court areas.

4.6 Guests

Guests must be accompanied by a Member.

Members bringing guests will be charged \$10.00 per guest and will be required to register their guests at the Tennis Pro Shop.

Guests may play no more than six (6) times each year.

Registered house guests are permitted unlimited use of the tennis courts and Clubhouse amenities. Applicable daily guest fees apply. Refer to the "house guest" Club Policy.

Non-members may attend clinics on a limited basis with the approval of the General Manager as long as no member is excluded due to the size of the clinic. These clinics must be predominately attended by Cedar Rapids CC members.

4.7 Unaccompanied Children

Children requiring supervision may not be left unattended in the pro shop or in the immediate tennis area around the courts. The spirit of this rule is to provide a tennis environment that does not disrupt the players, or staff, from doing their job. Furthermore, children of any age should not loiter in the tennis area creating distractions to the players.

4.5 Westfield Tennis Information

As an amenity of Cedar Rapids Country Club membership, Members are also Westfield Tennis Club members at no extra cost! This year-round program gives you the ability to play tennis indoors not only in the winter when our courts are closed, but also in the summer, for example on a hot or rainy day. Visit their website to find information on signing up for a court time as well as leagues. If you have a group that is interested in a regular court time, please contact Manager and Tennis Director, Rusty Graff at (319) 396-7060.

Westfield Tennis Club
3511 18th Avenue SW
Cedar Rapids, Iowa 52404
www.westfieldtennisclub.com
(319) 396-7060

5.0 Swimming Pool Policy

5.1 General Rules

Use of the pool facilities (including pool, basketball court, Cabana and surrounding grounds) is restricted to Cedar Rapids Country Club Members and their immediate families.

No persons may enter the pool except when the pool is open for use and a lifeguard is on duty.

Conduct at the pool must be such as to furnish the greatest experience for the largest number of members and their guests. Parents are responsible for the actions of all dependent children and their guests while on Club premises. Dependent children are defined as those unmarried and under 24 years of age. Dependents of members who are married or over 24 years of age are considered guests and subject to the provisions of guest use of Club facilities.

Members and guests must follow the direction of the lifeguards at all times. Failure to do so may result in loss of pool privileges.

Proper bathing attire must be used in the pool and pool area. No cut-offs, gym, tennis or walking shorts will be permitted as substitutes for a swimsuit.

Swim Diaper Policy: For sanitary reasons, children not potty trained must wear a swim diaper. For your convenience, they are available for purchase at the Cabana. Those wearing swim diapers are allowed in the pool under close adult supervision.

No changing diapers on deck. A diaper changing station is provided for your convenience in the women's locker room.

Flotation devices are allowed only if they are US Coast Guard approved and a competent adult swimmer is in the water AT ALL TIMES with the person wearing the flotation device. No one with a flotation device is allowed in the diving well.

Children authorized by parents to sign charge slips must sign their own first name in addition to their parents' name and number.

Children under 9 are never allowed without adult supervision (parent or nanny), 9-12 year olds can be unaccompanied until 6:00 pm, then must have a parent.

Members are required to purchase their food and beverage from the Club. Outside food and beverage is prohibited on Club premises.

Each swimmer under the age of 14 must take the swim test daily to be allowed in the middle or deep end of the pool.

Water chairs may not be fully submerged/or used as flotation device.

Umbrellas to be used with extreme caution on windy days due to safety precautions.

No patrons permitted in pump house at any time or behind desk in guard house.

List of prohibited items: Glass of any kind; Bikes, skateboards, scooters or roller blades; Pets; Smoking; Running, horseplay, fighting, poor language; Hanging on ropes/lane lines or use of lanes other than lap swimming; Diving in the shallow end; Inward dives or reverse dives; Large flotation items that restrict the view of the lifeguards are prohibited.

5.2 Hours of Operation

The swimming pool will be open daily from Memorial Day Weekend (May 23rd at 11:00 am) through Labor Day (September 7th at 8:00 pm)

Pool:

Sunday-Thursday 10:00 a.m. – 8:00 p.m.

Friday - Saturday 10:00 a.m. – 9:00 p.m.

Lap Swimming:

Monday – Friday 6:00 a.m. - 8:00 a.m.

Saturday –Sunday 8:00 a.m. - 10:00 a.m.

Cabana:

Sunday - Saturday 11:00 a.m. – 7:00 p.m.

Friday & Saturday extended bar hours 7:00 p.m. – 9:00 p.m

Operating hours are subject to weather conditions. Members are advised to watch for emails, call the Pool or follow us on Facebook at www.facebook.com/CedarRapidsCountryClub for up-to-date closing information.

During Club sanctioned swim meets the pool will be closed, except to those participating in the swim meet. The pool will be closed on those days after 3:30 pm. The pool will re-open at the conclusion of the meet (at approximately 7:00 pm) and remain open until 10:00 pm each of those nights.

5.3 Guest Policy

A guest shall be anyone other than members, or members' unmarried children under 24 years of age. Members must accompany their guests and are responsible for their guests' following established rules and guidelines. Guests are limited to six (6) pool visits total per year.

Each guest entering the Pool Area, regardless of entering the water, must be accompanied by a CRCC member who must register such guest in the guardhouse immediately upon entering the pool area.

Member families will be charged \$5.00 per guest over the age of 4 per visit when using the pool.

Nannies or summer-sitters must receive season passes at the pool guard house, or pay an \$5.00 guest fee with each entry. Nanny passes apply only to hours when nanny is performing his or her job duties. Normal guest fees apply to the use of pool facilities at any other time. While nanny passes may be shared if a member has multiple nannies, only one nanny can be present per visit. Only the nanny is covered by the nanny pass.

Out of town house guests of members are permitted, unaccompanied unlimited use of the pool and Clubhouse amenities. House guests must be given a house guest card and receive prior approval from the General Manager after being introduced by the member. They must still be registered in the guardhouse upon entering the Pool Area.

The Board of Directors reserves the right to limit the number of guests which a Member may have on holidays, holiday weekends or for special events.

5.4 Deep End Regulations

There are inherent risks in aquatic environments and lifeguards are trained to respond to aquatic emergencies. A lifeguards primary responsibilities include but are not limited to; monitoring activities in and near the water with patron surveillance, preventing injuries by minimizing or eliminating hazardous situations or behaviors, enforcing rules and regulations and educating patrons about them, recognizing and responding quickly and effectively to all emergencies, and administering first aid and CPR or using an AED in an emergency.

CRCC Lifeguards use the recommended Red Cross guidelines to maintain a safe atmosphere for all members and their guests at any time in the pool area.

Lifeguards and management will test every person under the age of 14 daily with a swim test before allowing access to the deep end or middle depth. This test will include 25 yards of front crawl with rhythmic breathing and 30 seconds of treading water. After each member or guest completes the test they will be permitted to use the middle and deep end of the pool without an adult present. Each lifeguard who completes the test will be responsible for recording the name and age of the person who took the test as well as the date that the test was given. This will allow documentation if there is any question on who may have or may not have taken a test.

If after taking the test, a parent would feel more comfortable with their child wearing water wings or a life jacket off of the diving board, they will be allowed to do so. The test must be taken without them and they must pass. In addition, any person over the age of 14 can be tested at the discretion of management. Each patron over 14 will assume some limited risk by going off of the diving boards without a swim test.

6.0 Clubhouse & Dining Policy

6.1 Dining

Clubhouse dining hours of operation are subject to seasonal as well as special event changes as shown on the monthly calendars. Please visit www.cedarrapidscc.com for the most up-to-date calendars and hours of operation.

6.2 Reservations

Reservations are always encouraged. Please call the Club at 319-363-9673.

At lunch and dinner, parties of twelve (12) or more will be required to order off a limited menu or preorder from the existing menu so as to not disrupt dining service for other Members.

A fixed menu is required for parties of thirty (30) or more people at lunch, and twenty-five (25) or more people at dinner.

Reservations are highly encouraged for all *special events* including Club parties, and holiday buffets such as Easter, Mother's Day, 4th of July, and Thanksgiving. For all special events, when there are a limited number of reservations accepted, a deadline for cancellation will be stated on the invitation to the event. Any member who fails to cancel on or before the posted date will be billed for the function at the same rate as if they had attended.

For private parties, a guarantee of attendance is required seventy-two (72) business hours in advance of the party.

6.3 Food & Beverage Member Minimum Spending

Each Member shall be required to expend a minimum amount on food (not including beverages) at any of the Club's main dining facilities including the John Fischer Room, the Club Room, the Patio, the Grill, the Halfway House, the Cabana and any Carry-out service. If the member fails to

expend the specified sum within the specified period, the Club shall charge such member for that portion of the specified sum not expended during the specified period:

For Regular, Intermediate and Social Members, the minimum shall be:

- \$35.00 (exclusive of tax and gratuity) for each month.
- In the event that a Member will be out of town for the entirety of a month, the Member may submit a written request to the General Manager before the first of the month of absence requesting that the minimum be rolled to another month or months during the July to June membership year. Approval of such requests is at the discretion of the General Manager.

For Clubhouse Members, the minimum shall be \$500.00 (exclusive of tax and gratuity) for the annual period July 1st to June 30th of each year.

For Commuter and Non-Resident Members, the minimum shall be:

- \$420.00 (exclusive of tax and gratuity) for the annual period July 1st to June 30th of each year.

7.0 Fitness Center Policy

7.1 Hours of Operation

Summer hours of operation are from 5:00 a.m. to 10:00 p.m. Tuesday through Sunday, and 5:00 am to 8:00 pm Monday.

Winter hours of operation are Tuesday through Saturday, 5:00 a.m. to 10:00 p.m., Sunday and Monday 5:00 am to 7:00 pm

7.2 Acceptance of Risk

Members use the fitness rooms at their own risk. The Cedar Rapids Country Club provides no supervising, instructing, or monitoring of use of the fitness center or equipment.

7.3 Children

No one under 13 years of age can use the Exercise Room or its equipment. Young adults 13 to 14 years of age may use the Exercise Room and its equipment with adult supervision. All persons over 15 years of age may use the Exercise Room and its equipment without any supervision.

7.4 Guests

As a courtesy, out of state house guests of Members may use the Exercise Room and its equipment with prior registration by calling the Club at 363-9673. Guests must sign in the attendance book located in the Fitness Center.

7.5 Attire

Appropriate dress code in the exercise area requires shirts, gym shoes, gym shorts or sweat pants, leotards, and/or athletic clothing. No street clothes are allowed as workout clothes. No wet clothing is to be worn in the Exercise Room. No clothing that may be caught in any of the equipment should be worn. During winter months or inclement weather, please bring a second set of shoes to change into in order to keep the equipment safe and clean.

7.6 General Care

Obtain a physician's approval before exercising or use of this room. Exercise in moderation. Do not overexert yourself.

No employee is qualified, prepared or available to assist you in the event of medical emergency or injury. The Club has purchased two Automatic External Defibrillators (AED's) in case of an emergency. One AED is located in the Fitness Center and has instructions attached and the other is located behind the front desk.

Read and obey all signs and information on the exercise equipment. If you do not know how to use a piece of equipment, do not use it. Do not misuse any of the equipment. Do not abuse any of the equipment.