

ATTACHMENT "A"
Policies and Procedures
Viera East Golf Club

I. PUBLIC COURSE

The Viera East Golf Club ("Golf Club") is a public golf course owned and operated by the Viera East Community Development District ("the District"), a unit of special-purpose local government created pursuant to Chapter 190, Florida Statutes. Viera East Golf Course staff will be referred to as "Golf Club Management" to include the General Manager, Golf Professional, Food and Beverage Manager, and their designated staff. The Viera East Golf Club is open to the general public, including residents and nonresidents of the District. The golf course may not be used for any purpose except golf without the approval of the Golf Club Management. Fishing, boating, picnicking, biking, kite flying, soccer, football, recreation walking or running and dog walking are not permitted at any time on golf course property.

II. RATES, FEES AND CHARGES

The rates, fees and charges governing the use and enjoyment of the Golf Club are contained in and set pursuant to Chapter IV of the Rules of the District. These rules were duly adopted by the District Board of Supervisors in accordance with Chapters 190 and 120, Florida Statutes.

CDD Residents will receive a 25% discount on published normal full daily golf rates, a 10% discount on golf shop hard goods, and a 20% discount on in-stock clothing. Discounts do not apply to sale items (only one discount applies). Residents may choose to use the appropriate golf discount or any promotional special rates but not both. Some discount restrictions may apply on golf equipment and clothing for certain manufacturers. The General Manager may adjust these discounts, with board approval, if it is in the best interest of the District. **Residents may be required to submit proof of residency. Residency may be verified and an ID card may be obtained from the CDD Office.**

The District will offer for sale an annual Associate Membership for purchase by non CDD Residents. The Associate Membership will offer a discount 5% below the discount received by CDD Residents for daily fee golf.

The District will offer an annual Platinum Membership for 7-day access, and a Gold Membership for Weekday Access (Monday – Friday, excluding Holidays). The 12-month, 6-month, and 4-month Platinum, and Gold Membership Plans will be payable, in full, and will expire, 12, 6, or 4 months from the date payment is made, depending on the plan purchased. Gold Membership plan holders wishing to play on the weekends or holiday must pay the prevailing public rate, or prevailing CDD rate for golf if a CDD resident.

Only 100 memberships will be made available annually, in the following manner: 60 Family/40 Single Annual Platinum Memberships by CDD Residents. If not filled, Non CDD Residents may fill the balance with Annual Platinum Memberships. If not filled, CDD residents may fill the balance with Annual Gold Memberships. If not filled, Non CDD Residents may fill the balance with Annual Gold Memberships. If not filled, CDD residents may fill the balance with 6-month Platinum Memberships. If not filled, Non CDD Residents may fill the balance with 6-month Gold Memberships. If not filled, Non CDD Residents may fill the balance with 6-month Gold Memberships. If not filled, CDD residents may fill the balance with 4-month Platinum Memberships, if not filled, Non CDD residents may fill the balance with 4-month Platinum Memberships. If not filled, CDD Residents may fill the balance with 4-month Gold Memberships. If not filled, Non CDD Residents may fill the balance with 4-month Gold Memberships.

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Membership plans are not assignable, transferable, alienable or divisible. Extensions of Plans will not be allowed. Four month and six month Membership plans purchased on or before October 1 may be converted to annual plans with the payment of a nominal administrative fee, on a space available basis. Annual Platinum and Gold Membership Plans may break their annual fee into 2 payments in the following manner: 60% due at purchase (no cash discount) and a \$99. Administrative fee. The 40% balance will be due 4-months from date of original purchase. Plan holders will be obligated to make the 2nd payment.

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Annual Platinum and Gold Memberships will receive 10 play discount punch cards for use with guests. Guest discount cards expire on the expiration date of the associated membership plan. The punch cards will allow guests to play at the Viera East Resident discounted daily rates. Platinum and Gold Members will also receive punch cards providing 10 range ball warm up buckets. Lost discount or range punch cards will not be re-issued.

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III. MEMBERSHIP REFUNDS, CREDITS, AND TRANSFERS

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A. There will be no refunds for any reason except documented health reasons. The refund will be prorated based on the schedule below and the member will not be able to rejoin the club for 12-months following the refund. A copy of the medical certification from a licensed physician must be kept on file.

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B. There will be no transfers for any reason during the term of the Membership year. Family Membership refund/credit will be based on the difference between the Family and Single Membership cost.

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C. Credits will be issued only in the event of a major illness with the following stipulations:

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1. The Membership customer must submit a written request for the credit to the Viera East Golf Club General Manager that includes a letter from the customer's physician describing the nature of the illness and confirming that the individual cannot participate in golf for a minimum of (120) days.

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D. Upon approval of the refund/credit, the following stipulations will apply:

1. The amount of the credit will be prorated based on the schedule found below.
2. In the event a credit is issued, the remaining term of the Membership year will be cancelled and any play after issuing a credit will be at the applicable daily rate.
3. The credit issued will only be applied to the next time you register for any prepay plan
4. If the request is received by the 10th of the month, a refund/credit will be issued for that month based on the refund/credit schedule. Requests received after the 10th of the month, will be prorated based on the month immediately following the month of the request.

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REFUND/CREDIT SCHEDULE

Note: The percentage is the amount that will be refunded or credited. There will be no refund or credit issued on sales tax.

12 MONTH PLANS

	<u>Refund</u>	<u>Credit</u>		<u>Refund</u>	<u>Credit</u>
<u>Month 1</u>	90%	80%	<u>Month 7</u>	30%	20%
<u>Month 2</u>	80%	70%	<u>Month 8</u>	20%	10%

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<u>Month 3</u>	70%	60%	<u>Month 9</u>	10%	None
<u>Month 4</u>	60%	50%	<u>Month 10</u>	None	None
<u>Month 5</u>	50%	40%	<u>Month 11</u>	None	None
<u>Month 6</u>	40%	30%	<u>Month 12</u>	None	None

6 MONTH PLANS

Receive 80% refund/70% credit in month 1, 60% refund/50% credit in month 2, 40% refund/30% credit in month 3, and 20% refund/10% credit in month 4 of the plan
No refunds/credits after month 4.

4 MONTH PLANS

Receive 70% refunds/60% credit in month 1 and 50% refund/40% credit in month 2 of the plan
No refunds/credits after month 2.

IV. RESIDENCY STATUS OF USERS

Whether a particular user of the Golf Club shall be classified as a resident or a non resident for the calculation of rates, fees, and charges is determined in accordance with Chapter IV of the rules of the District.

V. APPROPRIATE DRESS AND BEHAVIOR

- A. The Golf Club is a public facility open to all that wish to patronize it. In order to allow everyone the opportunity to enjoy the Golf Club, all Golf Club patrons are expected to maintain an appropriate level of decorum in their dress and behavior. Patrons who do not abide by established club policy or are abusive to either customers or staff may be asked to leave the premises or be removed by appropriate means without entitlement to refund of dues or fees. Continued like behavior may result in CDD Board action to include extended suspension or expulsion without entitlement to refund of dues or fees.
- B. Proper attire is required at all times.
 - o (Men) Appropriate length shorts, collared shirts or mock turtlenecks are required. Tennis (short shorts), cutoffs, running shorts, swim attire, t-shirts, fishnet shirts, tank tops and denim are not permitted on the golf course, practice range or putting green at any time.
 - o (Women) Same as above, but women may wear sleeveless and collarless tops. Short shorts and halter-tops are prohibited.
 - o (Juniors ages 16 and under) Same as adults, but neat and clean t-shirts will be allowed.
 - o All golfers must wear appropriate footwear. Viera East Golf Club is a spike-less facility. Metal or ceramic spikes are not permitted. The Golf Club Management will change spikes upon request for a nominal fee.

VI. STARTING TIMES

- A. Viera East Community Development District residents may request starting times prior to 4:00 P.M. 10

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days in advance of the day of play by placing a request in the Chelsea tee time system by use of the internet or the phone. The Chelsea tee time system allocates starting times based on equity within the CDD resident block of tee times. Beginning in fiscal year 2013-2014 the Monday, Tuesday and Friday tee sheets from 7 a.m. to 12 p.m. are formatted to allow a maximum of 6 tee times for CDD Resident play and 4 tee times for Non CDD Resident play per hour. (Table 1). Residents may request up to 4 starting times per resident/group coordinator in accordance with the allocated or blocked tee times. Residents are encouraged to release tee times as soon as they become aware reserved times are not going to be used. This should occur as soon as possible to avoid wasting any unneeded tee times. Tee times that are NOT cancelled in a timely fashion may result in penalty points being assigned within the Chelsea tee time system.

CDD residents may reserve a maximum of two starting times on Saturdays, Sundays and Holidays. Resident tee times not reserved 10 days in advance of play will convert to open tee times for use by CDD residents and/or non CDD residents. Unreserved tee times cannot be added to group reservations so as to increase the size of the group beyond 16 players or to exceed the maximum allowance of four tee times per group.

The General Manager and/or Head Golf Professional may use discretion on occasion to modify the tee sheet structure should circumstances warrant such action. Such modification should receive voted approval by the Board of Supervisors if proposed changes are to be a permanent, extending through the end of the fiscal year. Less permanent tee sheet changes may be implemented on a case by case basis and require only written concurrence from a majority of the Board of Supervisors. Should a majority of the Board not support the proposed temporary change; proposed tee sheet modification will not be implemented.

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Typical Monday, Tuesday, Friday, Saturday, Sunday, & Holiday Tee Sheet

Tee Time*	TEE	PLAYER 1	PLAYER 2	PLAYER 3	PLAYER 4
7:00	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
7:07	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
7:15	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
7:22	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
7:30	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
7:37	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
7:45	1	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT
7:52	1	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT
8:00	1	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT
8:07	1	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT
8:15	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
8:22	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
8:30	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
8:37	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
8:45	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
8:52	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
9:00	1	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT
9:07	1	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT
9:15	1	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT
9:22	1	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT
9:30	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
9:37	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
9:45	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
9:52	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
10:00	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
10:07	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
10:15	1	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT
10:22	1	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT
10:30	1	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT
10:37	1	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT
10:45	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
10:52	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
11:00	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
11:07	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
11:15	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
11:22	1	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT	CDD RESIDENT
11:30	1	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT
11:37	1	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT
11:45	1	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT
11:52	1	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT	NON CDD RESIDENT

TABLE 1.

*** Early AM starting times are subject to change due to DST and the time of the year. During some months times may be adjusted by approximately 30 minutes. This may result in the first start time occurring at approximately 7:30 A.M. and concluding all blocked times at approximately 12:22 P.M.**

- B. Non-Viera East Community Development District residents may make a number of starting times commencing at opening of business 8 days in advance of play. Reservations can be made in person, by telephone, or by the internet. Reservations for 12 or more players may be booked 90 days in advance on weekends or holidays. Non CDD Resident times are reserved up to the morning of play. Beginning at 6:45 each morning these times are opened for any play including CDD Resident play.

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Advance starting times for Non CDD Residents will be taken at the Viera East Golf Club during regular business hours daily. Advanced reservations for CDD Residents must be made through the Chelsea tee time system through the internet OR the telephone and must be submitted by 4:00 pm in advance of the ten day window. These requests can be submitted in advance. The Chelsea system will ask you to give the earliest tee time your group would accept when you make a request. Responding with a “no” when asked if you would like to set the “earlier” option will open up the entire day for you as a tee time option. Please remember that the smaller the window given the greater the possibility that you will not receive a tee time at all. We offer a wide range of tee time starts depending on events and season. See the Golf Shop for tee sheet schedules. Ten (10) days prior to the requested tee time date the system will prioritize and place tee time requests on the tee sheet. All tee time requests are prioritized based on the cumulative point average of the group making the request. The greater the points average of your group at the time of placement the lower your priority ranking within the system. At the time of placement, Chelsea will evaluate the points of your group and will rank your group compared to all the other requests for a given day. You may link up to four (4) foursomes to play together; follow the prompts in the request process. All players in your player-pool will be included in the calculation. Each player’s points will be combined to arrive at a group average for all foursomes for prioritizing.

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Deleted: may be made in person or by telephone on an alternating first-come, first-served basis except for Saturday, Sunday and holidays before 12 p.m. For purposes of the 10 day advanced tee time procedures, residents or group tee time coordinators may visit the pro-shop anytime between opening and 4 p.m. in order to place his or her name on a tee time reservation list. Once a name has been placed on the list, the individual or group coordinator must stay within view of the pro shop area until his or her tee times are confirmed beginning at 4 p.m. Telephone reservations must be made from off golf course premises and are taken on a first come first served basis. 10 day advanced reservations are confirmed on an alternating basis (i.e. the names list is accessed first, followed by a phone call, then from the names list, etc.) Saturday, Sunday, and Holiday, reservations will be accepted by telephone only at 4:00 p.m. on the first day of the 10 day reservation period.

It is not appropriate to create tee time requests or bookings using fictitious players’ numbers or names, fictitious guest players, or someone else’s player number, knowing they will not be able to or have no intention to play on a given day; please make all requests and bookings accurately. The Viera East management staff will address abuse of the Chelsea system.

Reservations will only be accepted for groups of two, three or four players per tee time. Groups having openings will be paired by the Chelsea tee time system or Golf Club Management. Reservations will not be accepted for a single player unless there is an open group for the single to be paired into at the time of the booking.

- C. Viera East Golf Club recognizes Wednesday as a “Ladies Day” and Thursday as a “Men’s Day”. Other events may be scheduled at the discretion of Golf Club Management. The Golf club will host a shotgun start for these events at the discretion of the Head Golf Professional. Golf Club Management will establish a shotgun time with seasonal and special maintenance in mind. Regular tee times will be available before and after the shotgun. The golf shop may alter the tee sheet as necessary to accommodate these groups, either by blocking tee times before the shotgun or starting the groups before the shotgun from the 10th tee. A specific number of foursome positions will be made available for these events, and will be noticed on a sign up sheet on the respective bulletin boards seven days in advance of play. Tournaments, other outings, or scheduled course maintenance work that will limit this regular activity will be noticed on the sign up sheet. All players interested in playing in the shotgun should sign up on these sheets or make reservations in the shotgun through the Pro Shop staff. The golf staff will check the sign up sheets several days in advance and adjust the number of needed positions on the tee time sheet. Shotgun starts for other than Ladies’ Day, Men’s days, and other events will only be provided as needed for tournaments per Chapter IV, Section 16 or for operational and maintenance requirements.

- D. Advance tee time booking for any resident or public player is a privilege that cannot be abused. Players are expected to call at least 72 hours in advance to cancel or adjust the size of their group. Golfers who repeatedly fail to show for starting times without notifying Golf Club Management of the cancellation may lose their starting time or playing privileges without refund of any fees or dues or be charged for the

reservation. Tee time reservations for the general public may require a credit card number to hold the tee time for all weekend and holiday play at the discretion of the Head Golf Professional or General Manager. Customers may request a cancellation/adjustment number for proof of cancellation/adjustment. Golfers should call if there is concern that the golf course may be closed or tee times may be delayed due to weather. The Golf Club Management will use their best judgment in regards questionable course conditions.

- E. All player's names (first and last), telephone number and email address may be required when securing a starting time reservation.

VII. USE OF PERSONAL GOLF CARTS

- A. Trail Fees, as established under Section 8, Chapter IV of the District Rules are a fee established by Golf Club Management paid in advance for a specific period for use by owners of a private cart on the Viera East Golf Club. **The use of personal golf cars is a privilege granted by the Golf Club after payment of the Trail Fee. Payment of the Trail Fee does not confer an absolute right to such usage and all personal golf car use shall be at the discretion of the Golf Club Management.** As a courtesy, a Family advance cardholder with trail fees whose cart is in use by another member of the family is allowed to utilize a club golf cart at no charge provided a cart is available. Proper personal golf cart utilization is required for golf staff to allow club cart usage at no charge. The Golf Club Management reserves the right to charge for club cart usage.
- B. All personal golf carts used by such persons must comply with the following:
 - 1. Each cart shall be maintained by its owner in a satisfactory and safe operating condition.
 - 2. Each cart shall be painted and decorated tastefully in accordance with the décor and standards of the Golf Club.
 - 3. Each cart shall be a four (4) wheel electric type cart with a solid top and appropriate golf specific tires.
 - 4. Adequate insurance, in amounts and terms as determined by the Board of Supervisors of the District, shall be maintained on each cart, and proof of current insurance shall be supplied and kept on file in the District Office at the Golf Club. This proof of insurance must be turned into the District Office before the golf cart is used on the course.
 - 5. Each cart must be equipped with operable headlights and rear view mirrors.
 - 6. Each cart must be equipped with sand to fill divots.
 - 7. Each cart must display a current Trail Fee Decal, as issued by the District Office.
 - 8. In the interests of decorum and fairness, users of personal golf carts are not allowed to equip carts with radios, tape decks or other audio components, televisions, or to blow horns while on Golf Club property. Personal coolers are not allowed on Golf Club property. Users of personal carts may not bring their own beverages of any sort or food onto the golf course. Food and beverages are available from the Golf Club restaurant and beverage cart. Resident and non-resident golf carts must be inspected by the Golf Club Management prior to authorization for use on the Golf Club property. Any personal golf cart determined by the Golf Club Management to not comply with the above mandates shall be barred from use on Golf Club property. Continued usage of such a cart shall constitute a trespass under Section 810.09, Florida Statutes. Prohibition of the use of a

particular golf cart does not entitle the owner to return of the Trail Fee.

- C. **All golfers using their personal golf cart must at all times check in with the Golf Shop before taking their golf cart onto the course.** Appropriate fees must be paid for all guests in private carts before play commences. Golf Club Management will direct such persons to the appropriate starting point. No more than 2 persons per cart shall be allowed.
- D. Only the owner of the golf cart who has complied with Section 8, Chapter IV of the District Rules and permanently residing adults within the household who have paid appropriate fees shall be entitled to use that person's personal golf cart on Golf Club property.
- E. Only licensed golfers aged 16 and over shall be eligible to use a personal golf cart on Golf Club property. Such persons shall provide appropriate proof of age in the form of a valid driver's license if requested by Golf Club Management.
- F. All personal golf cart users shall respect the privilege accorded them and shall operate the golf cart in a safe and responsible manner. Golf carts shall be operated at safe speeds and only on appropriate areas of the Golf Course.
- G. Residents and non-residents must own and have an operational golf cart to pay annual or daily trail fees.
- H. Every effort must be made to minimize golf cart wear of the golf course. Players must adhere to posted restrictions/rules concerning golf cart proximity to greens and tees. Golf carts must be operated on cart paths around greens and tee areas. Players are generally encouraged to pair up with golfers in the same golf cart. Single riders that join groups during the round are also encouraged to pair up at the turn where feasible. Non-compliance with posted or written rules may result in loss of privileges as referenced in Section VI. A. Golf Club Management may restrict golf cart use per group due to course conditions.
- I. All personal golf carts must be removed from the course no later than 15 minutes prior to dusk.
- J. All regular play shall start on hole #1 unless authorized by the Golf Club Management.
- K. Violation of any of the above policies may result in cancellation of Trail Fee privileges without a return of the Trail Fee.

VIII. USE OF CLUB-PROVIDED GOLF CARTS

- A. Use of Golf Club golf carts shall be in accordance with Section 7, Chapter IV of the District Rules.
- B. Every effort must be made to minimize golf cart wear of the golf course. This is accomplished by pairing golfers in the same golf cart. A maximum of two carts are allowed per threesome or foursome, and one cart per twosome. All golf cart fees are per person. Individuals may pay an additional cart fee for an extra rider. Single riders that join groups during the round are required to pair to the allowable cart numbers when making the turn. Non-compliance may result in loss of privileges as referenced in Section V. A.

- C. Golf carts are obtained from the Golf Pro Shop. Golf cart rentals may be paid for by cash, local check, or by credit card. Rental fees are payable in advance.
- D. Club golf carts and rental golf clubs must be returned to the golf cart staging area immediately following play.

IX. GENERAL GOLF CART RULES

- A. Only golfers who are licensed drivers aged 16 and over shall be eligible to use a golf cart on golf course property. Such persons shall provide appropriate proof of age in the form of a valid driving license if requested by Golf Club Management.
- B. Golf carts shall be operated at safe speeds and only on appropriate areas of the Golf Club. Golf carts should not be taken onto private property. Golf cart rental customers are responsible for damage to golf carts that may have occurred during play and subsequent operation of the golf cart. Rental customers are required to report such damage to the pro-shop or cart facility staff. Complete contact information must be provided prior to leaving the golf course.
- C. No golf carts shall be allowed on the golf course later than 15 minutes before dusk. All rented carts must be returned prior to or at that time.
- D. Golf Cart Rules
 - 1. No more than two riders and two sets of golf clubs are permitted per golf cart. Each golfer must have their own bag and set of clubs.
 - 2. Golf carts must stay on paths in the vicinity of all tees and greens.
 - 3. Please keep golf carts on cart paths where provided or at least 60 feet from greens and a safe distance from slopes, water hazards, bunkers, and tee boxes.
 - 4. Golf carts may not be used beyond the number of holes for which first rented.
 - 5. Golf carts are not allowed off the golf course property.
 - 6. Only beverages and coolers purchased from the Viera East Golf Club restaurant will be allowed on golf cart; exceptions to this policy are for documented medical reasons only.
 - 7. Golf carts and rental golf clubs must be returned to the golf cart staging area immediately following play.
 - 8. Golf Club Management reserves the right to refuse or cancel the use of a golf cart, without refunding any fees to any person(s) not following any golf cart rules or course regulations.
 - 9. Riding spectators will be allowed along if appropriate golf cart fees have been paid and the space is available.

10. Juniors riding in a golf cart must be of a size that allows their feet to rest flat on the floorboard when seated. If not, approval from the Golf Club Management must be obtained. Golf Club Management reserves the right to refuse golf course use to any junior golfer.

X. HANDICAP GOLF CART FLAG POLICY

Golfers requiring the use of a handicap flag shall request the use of such from the Golf Club Management by presenting a copy of a valid DMV issued handicap parking decal (issued in the name of the decal owner) and a copy of the corresponding golfer's valid state issued driver's license.

- A. Golfers issued handicap flags are asked to stay on the concrete paths where provided around all tee boxes and greens whenever possible.
- B. All Golfers issued handicap flags must remain at least 30 feet from the edge of all greens and tee boxes. If for any reason, a golfer needs closer access to the tees and the greens, authorization may be given on a case by case basis as determined by Golf Club Management. If this type of authorization is granted a special type of handicap flag will be issued to the golfer.
- C. At no time should a golf cart be driven or parked between a greenside bunker and the green, or between a bulkhead and the green.
- D. The handicap flag must be clearly displayed on the golf cart at all times.
- E. When outside conditions dictate a closure of the fairways (i.e. too wet, annual overseeding), handicap flag play will not be allowed.
- F. Handicap flags shall be renewed annually on October 1st of each year and a registration fee will be required. Handicap flags are not transferable and violations and abuse of the policy may be subject to revocation of flag.
- G. Golfers desiring a daily handicap flag may request such flag from the golf shop staff. The golfer must leave either a valid resident I.D. card or valid state issued driver's license with the golf shop staff and a nominal refundable deposit may be required. The golfer requesting this daily handicap flag must show proof of a handicap valid state issued driver's license/I.D. card or a valid DMV issued handicap parking decal. If the issued handicap flag is lost, stolen, not returned or damaged, the deposit will not be refunded.

XI. GENERAL RULES AND REGULATIONS

- A. U.S.G.A. rules govern all play, except where modified by local rules as created by professional golf staff. The U.S.G.A. handicap system is based on the assumption that every player will endeavor to make the best score that he or she can in every round played and will report every acceptable round for handicap purposes.
- B. All golfers must register and pay appropriate fees in the Golf Pro Shop prior to play.
- C. All golfers must have their own bag and golf clubs. Rentals are available.
- D. Proper attire is required. (See Dress Code.)

- E. Slow Play - In the interest of all, golfers should play at a pace which is consistent with the day's pace of play and which positions the group within ½ hole of the group preceding. Groups are encouraged to play when ready and play without delay. Player Assistants are in control of all play on the golf course. If a group has fallen out of position and has interfered with the pace of the following group or groups, they will be asked to increase their pace of play. If this has not been accomplished within a reasonable amount of time, the Player Assistant may:
- Have the group step aside and allow the group behind to play through.
 - Ask the group to cease play and reposition themselves directly behind the group in front of them.
 - If a group is unable to maintain a proper pace after such actions have taken place, they may be asked to leave the golf course and come back at a time more suitable to such a pace.

Proper "Pace of Play" is 4 hours and 14 minutes based on the USGA pace rating for the golf course. Proper pace of play is also dependent on the pace of play of those players ahead. Groups recognizing that they are a hole or more behind the group ahead should make every effort to improve their pace of play in order to finish in less than 4 hours and 14 minutes.

- F. Golfers are allowed to retrieve his/her golf ball lost on that hole on that day of play. U.S. G.A. Rules allow you up to 5 minutes to search for a lost ball on the hole of play only. If ball is not readily identifiable and retrievable, player must abandon search. Ball hawking is not permitted at any time. Play must not be delayed. Players not abiding may be asked to leave the course.
- G. Private beverage coolers are prohibited, unless required for medical reasons.
- H. Please repair ball marks, rake bunkers and fill divots with the sand that is provided on golf carts.
- I. Walking is permitted after 2:00 P.M. Monday through Thursday only. Walking will not be permitted January 1st thru March 31st and on holidays or when course conditions do not permit. Electric golf cart usage is mandatory at all other times.
- J. Practice, with the exception of instruction from the professional golf staff, must be confined to the Practice Areas/Range/Green. All practice areas are supervised by the professional golf staff and availability shall be at their discretion. All golfers using the front practice range or the rear practice tee, bunker and/or putting green must register with the golf shop prior to practice. Use of personal golf balls is permitted at practice area at rear of driving range for short game practice only for annual fee golfers. All golfers must pay in advance for use of club practice balls. All other golfers using the practice area must pay in advance for use of club practice balls. Club practice balls, tokens, and baskets cannot be removed from practice facility.
- K. The Golf Club Management has total control of all pairings and play on the golf course. Golfers or guests not abiding with staff requests may be asked to leave without entitlement to a refund or rain check.
- L. Bicycles, skateboards, and roller blades are not allowed on cart paths, parking lot or Clubhouse area.
- M. Except for service animals (such as Seeing Eye dogs), pets are not permitted on the course facilities or club grounds at any time.

XI. TOURNAMENTS

- A. All tournament play shall be in accordance with Section 16, Chapter IV of the District Rules.
- B. The Golf Club operates a restaurant to provide food for patrons. It is the general policy of the Golf Club to provide food service for tournaments, if desired, from the Golf Club restaurant. Patrons of the Golf Club are

requested to refrain from bringing food with them for tournament participants. However, where charitable organizations request authorization to bring donated food to the course for tournament participants, Golf Club Management may utilize discretion in allowing this to occur provided an adequate set up/service fee is paid. Set up/service fees should take into consideration the number of tournament participants and Golf Club staffing requirements.

- C. The Golf Club operates a bar providing beer, wine, liquor, and non-alcoholic beverages to its patrons. It is the general policy of the Golf Club to provide beverage service for tournaments from the Golf Club bar or beverage cart. In the discretion of the Golf Club Management, tournament sponsors may arrange for alternative beverage service. Payments of appropriate fees (corkage fees) for this privilege are required.

XII. COURSE CLOSING

- A. If for any reason the golf course is closed for the entire day, all golf reservations for that day will be canceled. If the course is closed temporarily for a period of time due to frost, fog or rain, tee time reservations will be honored beginning at the time the course opens for play and that time will be the first scheduled tee time. All reservations during the delay will be canceled for the period of time the course is closed.

The golf course may be closed for the following reasons:

- Lightning – The Viera East Golf Club is equipped with the Thorguard Lightning Prediction System with course alert sirens. If the Thorguard system predicts dangerous lightning in our area the Thorguard system will automatically send a signal to the course alert sirens to warn players of dangerous lightning on the golf course grounds. Lightning is a severe hazard that must be taken seriously. ALL players must immediately stop play and seek shelter at the clubhouse any time they believe lightning threatens them, even if a signal has not been sounded.

Viera East Golf Club uses the following signals:

ONE prolonged horn blast:

DISCONTINUE PLAY IMMEDIATELY

All players must leave the golf course and practice areas and return to the Clubhouse immediately.

THREE consecutive horn blasts:

RESUMPTION OF PLAY

All activity may resume on the course and practice areas.

- Excessive Rainfall - excessive rainfall would be defined by puddles on the greens, fairways and cart paths, or by a golf cart leaving tracks that are damaging to the turf. The course should be closed for a period of time long enough to prevent damage to the course and ensure customer satisfaction with their playing experience. The period of time will vary by amount of rain and course condition prior to the rain.
- Course Maintenance - course closure for maintenance will be scheduled in advance. Closure will occur ONLY if the work being done could not be completed in a timely manner with play on the course. Examples would be aerification or major rebuilding work.
- Hurricanes or other Disasters - the course will be closed in advance of an oncoming

hurricane allowing enough time for personnel to complete preparations and evacuate safely. The course will re-open only after the storm has passed, the buildings are inspected, and the course is playable. Reasonable time will be allowed for any clean-up necessary to ensure all persons' safety.

In the event of a temporary closing, all departments will be open for normal business hours. For extended course closure of more than four hours, the golf shop will remain open until 4:30 P.M. All other departments' personnel will be de-staffed.

XIII. RAIN CHECK POLICY

The Golf Club Management may, in their discretion, close the course during times when play would be dangerous to either persons or the course. There is no obligation to close the course because of inclement weather. All golf play shall be at the player's own risk. A voucher for replay will be issued by the Golf Club Management when inclement weather restricts play on the golf course based on the number of un-played holes.

The Golf Club Management is under no obligation to issue a rain check for reasons other than inclement weather.

XIV. GOLF MAINTENANCE AND LANDSCAPING

The Golf Course Superintendent will be responsible for the development of all golf course landscaping programs and installation or removal of all material. Requests by residents for landscaping to be placed on golf course property must be made in writing to the Golf Club General Manager, who will consult with the Golf Course Superintendent and evaluate the request. The Golf Staff will make the decision on the request and reply to the resident. The cost of any residential request will be the responsibility of the resident, to include material, installation, and additional costs during establishment period.