

## EXHIBIT A

### RULES FOR USE OF THE GLYNN VILLAGE CLUBHOUSE

1. **ALCOHOLIC BEVERAGES.** Alcoholic beverages may not be served to minors or intoxicated persons at the Clubhouse. **NO KEGS ARE ALLOWED.** Deposit(s) will be withheld if Beer Keg(s) are brought to the event. Renter is responsible for all accidents or claims that may arise as a result of injury or damage to person or property during rental period. **For safety reasons, NO GLASS or bottles please.**
2. **SMOKING.** No smoking is permitted within the Clubhouse, pool area or within 25 feet of either location at any time.
3. **ASSESSMENTS CURRENT.** The Clubhouse is not available for rental to any Owner/Tenant if the GVHOA assessments and other sums due to the Association are not current at the time of reservation and rental.
4. **OWNER/TENANT AS HOST.** Owner or Tenants may reserve the Clubhouse. The Glynn Village owner or tenant must be present at all times at the function for which the clubhouse is rented and must be the primary host of the event. Owners and tenants may not reserve the area on behalf of a third party.
5. **MUSIC.** Music, and/or any other noise, must be kept at a level that cannot be heard in the surrounding homes in the area. The Renter of the Clubhouse will be responsible for seeing that there are no loud noises from the guests either coming or leaving the function at the Clubhouse.
6. **DECORATIONS.** The Renter will be responsible for clean-up of any and all decorations. **DO NOT USE TAPE, NAILS OR THUMBTRACKS TO ADHERE ITEMS TO THE WALLS. NO CONFETTI IS ALLOWED.** Damage and/or confetti will result in non-refund of the security deposit.
7. **CITY CODES.** All applicable city and fire codes apply.
8. **VIOLATIONS.** Violations of these rules will be determined by the Board in its sole discretion. Violations will subject the owner to any corrective or enforcement action authorized by the Association's governing documents or by law, and penalties may include without limitation the loss of use rights for the Clubhouse for one year.
9. **LATE USAGE.** A \$25.00 fee may be assessed to the Renter if the Clubhouse is not vacated by the end of the allotted time block.
10. **HOURS.** All functions must end by 10:00 PM on weeknights and by 12:00 AM on Friday and/or Saturday nights.
11. **PETS.** Animals are not allowed in the clubhouse at any time unless they are licensed to provide assistance to the owner.
12. **CLUBHOUSE/POOL RENTAL.** The Clubhouse is separate from the pool. Reservation of the Clubhouse does not reserve use of the pool.
13. **CLEAN-UP.** All trash and recycling must be disposed of in the proper outdoor containment bins at the conclusion of the rental. Tables must be broken down and stacked on the cart provided in the storage room. Failure to properly store tables will result in non-refund of the security deposit.

**\*\* Checks are made payable to The Glynn Village Clubhouse. Payments can be mailed to: Hubbell Community Management, 6900 Westown Parkway, West Des Moines, IA 50266. They can also be dropped off to this address during the hours of 8:00-5:00pm. \*\***