

ERBC LOCK UP PROCEDURES FOR SOCIAL EVENTS

The staff is off duty at 8 pm and will lock the beach gate. At this time, the club is officially closed. The manager will give the front gate locks to the hosts of the event prior to leaving the club. It is the responsibility of the hosts of the event to close and lock up the club.

CLOSING THE CLUB

Members are always responsible for ensuring the safety of their party and ensuring that all club rules are obeyed whether the club is open or closed.

- 1.) Use of the pool is not permitted when the club is closed.
- 2.) Tennis courts are not to be used as a play area.
- 3.) Fire pit must be turned off before leaving the club.
- 4.) Glass is prohibited at the club. If you bring it in, you must take it out. Please do not put glass bottles in the trash.
- 5.) Remember to be good neighbors - excessive noise will bother residents that live nearby.

PROCEDURE

- 1.) Place all chairs and folding tables in the chair room.
- 2.) All trash barrels must be emptied. Trash needs to be taken to the dumpsters past the far tennis courts.
- 3.) Turn off the lights in the bathrooms and lock the bathroom doors.
- 4.) Make sure all the lights are off outside the pop shop and exit through the gate near the pop shop.
- 5.) Lock the main (black) gates.
- 6.) Lock the outer gates.