

## **Echo Ridge Recreation Club Rules and Regulations January 2020**

Mailing Address:  
Echo Ridge Recreation Club  
PO Box 29403, Atlanta GA 30359-0403

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Mission: Echo Ridge Recreation Club (ERRC) is a private community club dedicated to promoting recreational swim and tennis activities for its membership.

These rules and regulations apply to all employees, contractors, public visitors/guests, clients, customers, members, and any other persons whom employees or members come in contact with at the ERRC facility and off-site meetings, events, and gatherings. These rules and regulations are designed to protect the integrity of our status as a private community club and to assure safe and sanitary operation and use of club facilities. Club facilities are for the use of club members and their bona fide guests only. Violation of the rules and regulations should be reported to the Club Manager, life guards and/or ERRC Board of Directors immediately. All violations will be documented. The ERRC Board of Directors, staff, and vendors are responsible for the enforcement of all rules and regulations. They are authorized to pursue such actions that may be reasonable and appropriate to such enforcement. Such actions may include, but are in no way limited to: the issuing of a warning, the policing of an area, the temporary suspension of the use of ERRC facilities, or the ejection of an individual from ERRC premises. Further suspension or termination of membership rights for repeated violations shall be at the sole discretion of the ERRC Board of Directors.

These rules may be revised and additional rules established at any time by the ERRC Board of Directors.

### **Equal Opportunity Policy**

Echo Ridge Recreation Club, Inc. is dedicated to the achievement of equality for all of its employees and members without regard to an individual's race, children, religion, sex, national origin, age, disability, sexual orientation, gender identity, genetic information, and retaliation for reporting, participating in, and/or opposing a discriminatory practice. To implement this policy, the Club will:

- Recruit, hire, train, and promote persons in all job classifications without regard to an individual's race, children, religion, sex, national origin, age, disability, sexual orientation, gender identity, genetic information, and retaliation for reporting, participating in, and/or opposing a discriminatory practice.
- Base decisions on employment so as to further the principle of equal employment

opportunities.

- Ensure that promotion decisions are in accord with principles of equal employment opportunity by imposing only valid requirements for promotional opportunities.

Ensure that all personnel actions, including, but not limited to, compensation, benefits, transfers, leaves, return from leaves, any Club-sponsored training, education, tuition assistance, and any social and recreational programs, will be administered without regard to an individual's race, children, religion, sex, national origin, age, disability, sexual orientation, gender identity, genetic information, and retaliation for reporting, participating in, and/or opposing a discriminatory practice.

Employees and applicants are protected from coercion, intimidation, interference and/or discrimination for filing a complaint or assisting in investigations under Executive Order 11246, Executive Order 11375, the Veterans Readjustment Assistance Act of 1974, and the Vocational Rehabilitation Act.

### **Anti-Harassment Policy**

Echo Ridge Recreation Club is committed to providing a workplace and recreational place free from harassment. ERRC's anti-harassment policy prohibits all forms of harassment, including unwelcome conduct based on race, children (including pregnancy), religion, sex, national origin, age, disability, sexual orientation, gender identity, genetic information, and retaliation for reporting, participating in, veteran status, and/or opposing a discriminatory practice. ERRC's anti-harassment policy emphatically prohibits sexual harassment.

Sexual harassment is broadly defined as an unwelcome sexual advance, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Sexual harassment does not refer to occasional compliments of a socially acceptable nature. It does refer to any remarks or actions of a sexual nature that are not welcome and are likely to be viewed as personally offensive. This includes sexual flirtations; unwelcome physical or verbal advances; propositions; verbal abuse of a sexual nature; vulgar talk or jokes; degrading graphic or verbal comments of a sexual nature about an individual or his or her appearance; the display of sexually suggestive objects; and physical contact of a sexual or particularly personal nature. Cartoons, pictures or other graphic materials, which create a hostile or offensive working environment, may also be considered as harassment. In addition, no one should imply or threaten that an employee or applicant's "cooperation" with unwelcome sexual advances or request for sexual favors (or refusal thereof) will have any effect on an individual's employment, assignment, compensation, advancement, development, or any other condition of employment.

All such conduct, whether committed by management or non-management personnel, is strictly prohibited and will bring prompt and certain disciplinary action, including possible termination, ejection from Club, or revocation of membership. No one has the authority to engage in this kind of unacceptable behavior and will not be tolerated.

If you feel you are being subjected to sexual harassment or intimidation, or you know about it happening to others, you should, without fear or reprisal, promptly bring the matter to the attention of your immediate supervisor and/or to the Board of Directors. Our employee and member complaint procedure is designed to include steps for investigating and resolving situations involving harassment. If you are an employee and do not feel that it can be discussed with your supervisor, then report the incident to the ERRC Board of Directors or to a member of the ERRC Board of Directors either by email to [communications@echoridge.org](mailto:communications@echoridge.org) or [president@echoridge.org](mailto:president@echoridge.org) by mail to ERRC, PO Box 29403, Atlanta, GA 30359-0403. All such complaints will be treated in the strictest confidence possible.

All charges of sexual harassment will be promptly and thoroughly investigated, and immediate and appropriate corrective action will be taken where violations of this policy are found.

Everyone's adherence to and support of this policy is essential if we are to make equal opportunity a reality.

### **General Rules**

- The ERRC Board or Directors, staff, and lifeguards have full authority to ensure the safety of all persons on club premises. All activities deemed unsafe by the Club Manager or lifeguards shall be prohibited.
- Members or guests may not reprimand nor instruct staff of the club. Suggestions or complaints should be directed to the ERRC Board of Directors.
- The club facilities may be closed for maintenance operation, health conditions, weather or reason deemed sufficient by the ERRC Board of Directors. Notification to be given when practicable.
- The ERRC Board of Directors, at its discretion, may issue annual membership cards to ERRC members in good standing (as defined in the bylaws). These cards may not be copied, given, lent or in any other way transferred to other ERRC members, non-members, or guests.
- Any person caught vandalizing club property will be prosecuted. Parents shall be responsible for the conduct of the minor children and members shall be responsible for the conduct of their guests.
- Use of radio and music playback devices (without headphones) shall be permitted only when they are not an annoyance to others or when part of an official ERRC social event.

### **Entering and Exiting the Club Facilities**

- Failure to comply with these rules may result in disciplinary actions.

- All members in good standing shall present a photo ID before obtaining their membership card each year, if the ERRC Board of Directors, at its discretion, issues membership cards.
- If issued, members must show their membership card when entering club facilities. Alternatively, the ERRC Board of Directors may determine substitute entry procedures.
- When using club facilities, members may be asked by the Club Manager, staff or ERRC Board of Directors to show personal identification and/or their membership card.
- Members and guest must sign-in with the front desk attendant during pool operating hours.
- All minors age 11 years and below must be accompanied at the pool by a supervising adult or babysitter 16 years or older. The supervising adult or babysitter is responsible for ensuring the minors in their charge obey all club rules.
- Minors (both members and guests) between the ages of 12 and 15 years, inclusive, may be at the pool under their own supervision providing their parents or legal guardian have a permission form on file with the Club.
- Minors (both members and guests) between the ages of 16 to 17 years do not need to have a permission form on file.
- No drugs or intoxicated persons shall be permitted on club facilities.
- Members staff, guests, and all visitors must park in designated parking areas only.

## **Guests**

- ERRC is open to members and their bona fide guests only. Unauthorized guests will be asked to leave and may be considered trespassing on private property.
- All guests must be accompanied at all time by a member who shall be responsible for the conduct of the guest.
- The guest fee (to be determined annually by the ERRC Board of Directors) shall be paid to the front desk attendant at the time of admittance or the guest(s) shall be denied entrance to the club facilities.
- Members not in good standing and their children may NOT be a guest of a member.
- Family members who do not live in the member's household are subject to guest fees.
- Visits by local guests (i.e. living within 5 miles of the club facilities) may be restricted to once a week.
- A nanny or caregiver may be added to a membership. He or she may accompany minor

children to the club in an adult member's absence. He or she may not enter the club without the member children and may not bring guests.

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- The children of members who no longer live in the members' household may use the club facilities at any time without payment of guest fees, but only if they are accompanied by the member. It is understood that the privilege will extend to the child's spouse and grandchildren.

### **Lost and Found**

- There is a lost and found rack located next to the changing room. Unclaimed towels and articles of clothing will be disposed of at the end of each week.
- The club shall not be responsible for lost or damaged personal property.

### **Health and Safety**

- ERRC is a smoke-free facility. Smoking and electronic cigarettes are prohibited on ERRC grounds, including the parking lot and bridge.
- All persons are expected to clean up after themselves. All trash MUST be placed in trash cans in order to keep the club facilities clean.
- Members shall dispose of diapers by placing the diaper in a sealed plastic bag and placing it in a covered trash can. Changing of diapers on the pool deck is not permitted.
- Owners are responsible for cleaning up after their pets while on club property. No pets will be allowed in the pool area or on the tennis courts.
- The playground is not a supervised area. Children under the age of 8 must be supervised by an adult.
- No person will be allowed to loiter in parked cars on the premises.
- Person having a skin disease, sore inflamed "red" eye, nasal or ear discharge, or any communicable disease shall not be permitted in the pool.
- To prevent pool contamination by E. coli, the following Fecal Contamination Policy was adopted by the ERRC Board of Directors effective May 7, 2013 and updated on May 5, 2017 in response to updated CDC policy.
  - Non-toilet trained children must wear watertight, especially designed "swim diapers" and leak-proof plastic pants when swimming in the main pool or baby pool. Children wearing disposable diapers shall not be permitted in either pool. Lifeguards have the right and responsibility to remove children from the pool who are not in compliance with this rule.

- Any and all incidents of fecal contamination in the pool that are linked to a member or their guests will result in the following penalties, reimbursements and suspensions:

§ First occurrence: cost reimbursement of \$350 per day\* for closure of the main pool and \$100 per day for closure of the baby pool. Fee is due to ERRC within 30 days.

§ Second occurrence: cost reimbursement as noted above and suspension of the member and their household from the pool for not less than 30 calendar days from the date of the pool reopening. Fee is due to ERRC within 30 days.

Note: Members may take young children wearing special swimming diapers and leak proof plastic pants into the main pool, but they assume the risk of being assessed if an incident of fecal contamination is linked to their child or the child of their guest.

\* It costs the club approximately \$350 per 24-hour closing.

- No one shall have, use, possess or otherwise be in control of the following items anywhere on or within Club property:
  - Firecrackers or other explosive devices, including, without limitation, cherry bombs, lady fingers, bottle rockets, and roman candles.
  - Guns of any type (other than a water gun or starter pistol for swim meets), including, without limitation, paint guns, BB guns and pellet guns.
  - Metal knives or razors of any type or length, including, without limitation, pocketknives, switchblades, lock blades, hunting knives, carving knives, steak knives or box cutters;
  - Any flammable material, including, without limitation, matches, lighters, alcohol, lighter fluid, gasoline, kerosene or flash paper;
  - Electric devices capable of shocking another person, including, without limitation, tasers and bug-zappers;

Penalty for violation of any of the Health and Safety rules above may result in the following:

- First Violation. First-time violators of this rule shall be suspended from Club property and use of all Club facilities for not less than 30 calendar days.
- Second Violation. Second-time violators of this rule shall be suspended from Club property

for not less than the remainder of any pool season.

- **Third-time Violations.** Third-time violators of this rule shall be suspended from Club property and use of all Club facilities permanently and must petition for reinstatement of privileges from the ERRC Board of Directors which must be approved by a majority vote. No petition for reinstatement shall be considered earlier than two years from the date of the permanent suspension.

A suspended minor who returns to Club property during the period of his or her suspension shall be considered a trespasser subject both to removal from the premises and to arrest and prosecution by the Club Manager, any ERRC Board of Directors, or any Club employee.

In the event that the minor alleged to have violated these rules is the child of a Club member in good standing, the ERRC Board of Directors shall conduct a disciplinary hearing pursuant to the Club bylaws to determine by majority vote whether it believes by a preponderance of the evidence that the alleged violation has occurred. The judgment of the Board of Directors shall be final. The parents or legal guardians of such minor individual shall have the right to attend any such hearing and to represent the minor during the hearing. The decision of the Board of Directors regarding the determination of whether the alleged violation has occurred and any proposed punishment shall be discussed and made in executive (private) session of the Board of Directors, outside the presence of all other persons, to facilitate a frank and open discussion of the alleged violation of this rule.

## **Pool and Pool Area**

### **General**

- All swimmers must take a shower before entering the pool.
- Swimming suits must be worn in the pool. Because this is a family pool, all members and guests must be properly attired in the judgment of the ERRC Board of Directors, Club Manager, staff.
- With parental consent and subject to the ability to obey ERRC's rules and regulations, minors who are age twelve (12) years and over may submit a permission form for consideration by the ERRC Board of Directors to be in attendance at ERRC's facilities without an accompanying adult.
- ERRC and the pool management company bear no responsibility for the supervision of unaccompanied minors before, during, or after the time they are in attendance at ERRC.  
Parents who consent to their children's attendance at ERRC without an accompanying adult also consent that their children may leave the pool, either by their own choice or if asked to leave for other reasons, without an accompanying adult.
- An emergency phone number must be on file for all unaccompanied minors. A parent or guardian must be available by phone at all times in case of an emergency or any other

matter deemed necessary for their notification.

- Any individual who engages in willful disobedience of a lifeguard's instructions, or who engages in unreasonably dangerous or violent behavior, may receive a written warning from the lifeguard staff and be asked to leave the ERRC facilities for the day. If an individual is asked to leave the facilities three times in one swim season for willful disobedience or unreasonably dangerous or violent behavior, that individual will be automatically suspended from ERRC's facilities for the duration of the swim season.

Particularly serious infractions may result in immediate suspension for a length of time to be determined by the ERRC Board of Directors.

- No glass objects of any type will be allowed in the pool area except eye glasses. All beverages must be consumed in metal, paper, foam, or plastic containers. Any person with a glass object in the pool area will be required to immediately remove the item to the parking lot. Any broken glass found in the pool or on the pool deck will require ERRC to comply with local laws and regulations, possibly including emptying, cleaning, and refilling of the pool and pool deck to ensure no glass remains in the pool area. The member responsible for the broken glass will be required to reimburse ERRC for the cost of emptying, cleaning, refilling the pool, cleaning the pool deck. The total amount of the cost reimbursement must be paid in full and received by the ERRC Treasurer within 30 days.
- Chewing gum is not allowed in the pool area and food and beverages should be consumed well away from the pool.
- No hair pins, bobby pins, or curlers may be worn when swimming unless covered by a swimming cap.
- No large flotation devices, or flotation devices with ropes and strings, shall be allowed in the pool. Use of Coast Guard approved flotation devices for non-swimmers (children & adults) is recommended but not required.
- Any non-swimmers and/or children with flotation devices must be accompanied by a responsible swimmer age 16 years or older while in the main pool. Lifeguards have the right and responsibility to remove unaccompanied children from the pools at their discretion.
- No running on the pool deck.
- Kickboards are for instructional use or lap swimming only. Lifeguards will take away any kickboards being used improperly. You may bring your own kickboard to the pool, but you must follow these rules.
- Skateboards and other wheeled vehicles may not be ridden on the pool area.
- Please do not engage in unnecessary conversation with the lifeguards while they are



watching the pool.

- Closing of the pool during storms is a decision to be made by the head lifeguard or the ERRC Board of Directors.

### **Improper Behavior**

- Any behavior that puts another person at risk of injury, including but not limited to: wrestling, running, pushing, shoving and any other behavior deemed irresponsible by lifeguards or an ERRC Board of Director, or appointed monitors, is not allowed and will not be tolerated.
- Foul language is not allowed and will not be tolerated.
- Any behavior construed to be disrespectful or “bullying” towards the lifeguards, ERRC Board of Directors, or any other club member will not be allowed and will not be tolerated.

### **Lap Lane**

- The lap lane rope is available to adults for use during open swim.
- Lap lanes are for lap swimmers only. When more than two swimmers are in a lap lane, swimmers must circle-swim.
- Swimming under or over lap lane lines or hanging on lap lanes is not permitted.

### **Slide**

- Only one person on top deck and on the mid-level of the stairs while waiting for their turn to be on top deck. All remaining slide participants must wait on the ground-level concrete pool deck while waiting to progress to the next level. Next person in line must wait until person going down slide has reached the edge of the pool.
- Only one person at a time is allowed down slide. A parent or guardian with small a child aged four years and under on their lap is the only exception.
- Going headfirst down the slide is not permitted.

### **Diving and diving board**

- Diving is allowed only in designated areas.
- Swimming in the diving area will be permitted with permission from the lifeguard.
- Only one person at a time on diving board. Next person in line must wait on the ground-

level concrete pool deck until previous diver has reached the edge of the pool.

- No swimming under the diving board area. All divers must exit the pool using the ladder to the right.
- Only one person at a time on the diving board or board ladder.
- Fancy or technically difficult dives must be supervised.
- Dive straight off the end of the board only.
- Double bouncing or running on the diving board is not permitted.
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- No diving or jumping from the side of the diving board will be permitted.

### **Baby pool**

- Only children six years of age and under will be allowed in the baby pool.
- Parents or guardians must directly supervise their children in the baby pool.
- Non-toilet-trained children must wear water tight, especially designed “swim diapers” or leak-proof plastic pants when playing in the baby pool (and main pool). Children wearing disposable diapers shall not be allowed in the baby pool.

### **Adult Swim**

- There will be a 50-minute open swim each hour for all swimmers. At the end of this 50-minute period, a lifeguard will blow their whistle to indicate the start of a 10-minute period referred to as “adult swim”; this 10-minute period represents a break period during which the pool is unsupervised by a lifeguard. During this “adult swim” period, unsupervised adults aged 18 years and over will be allowed. Exceptions to this rule may be made by the ERRC Board of Directors or lifeguard on duty.
- At no time during adult swim will any person under the age of 18 years be allowed in the pool, on stairs, diving board, or slide with the exception of children 2 years of age and under if in the arms of and accompanied by a parent or guardian.

### **Swim Team**

- Members and children of members in good standing may participate on the ERRC swim team. Children of the next applicants on the waitlist may participate on the ERRC swim team at the discretion of the Membership and Swim Team Chair.
- All swim team fees must be paid in full prior to the first scheduled meet or the child will not be allowed to participate in the meet.

- Swim team members and their families shall abide by all Atlanta Swim Association swim league rules and regulations.

### **Pool Party**

- A party constitutes ten (10) or more guests. Any person who is not an ERRC member shall be considered a guest. This total includes adult supervisors for a child's party.
- All parties must be reserved in advance via [www.echoridge.org](http://www.echoridge.org) pavilion reservation system or by contacting the ERRC secretary at [secretary@echoridge.org](mailto:secretary@echoridge.org). The Secretary should be notified at two weeks prior to any scheduled party.
- Every attempt shall be made to accommodate all parties. The party host must secure appropriate life guard supervision through [SwimAtlanta Pool Management](#). However, the Secretary has the discretion, for reasons of safety, of denying a party request.
- Guest fees (\$3 per guest) can be billed to your membership account online or can be paid to the front desk attendant via check made out to "Echo Ridge Recreation Club." Cash will not be accepted.
- The host member is responsible for paying all fees and for all clean- up.
- Only 2 parties may be reserved in the same time period in the pool area.
- The pool may be reserved for parties past normal operating hours.
- The number of lifeguards is based on the number of people attending the party. During pool hours (after hours, member host must secure and pay for all guards). See ERRC website for requirements and fees:
- Securing and paying for the additional lifeguards is the responsibility of the ERRC member hosting the party.

### **Play Ground Rules**

- Children may not use equipment without adult supervision. **LIFEGUARDS ARE NOT RESPONSIBLE FOR CHILDREN ON PLAY STRUCTURE. USE EQUIPMENT AT YOUR OWN RISK.**
- Children must dry off before using equipment and wear proper footwear.
- Adults, while supervising children, please remind the children:
  - No running, pushing, pulling or shoving others

- No bullying, no physical abuse and no verbal abuse of others.
- Respect other children.
- No one may interfere with another person who is using the playground equipment or playing a game
- If there is a problem, report it to an adult.
  - Listen to and respect adults. Follow directions the first time they are given.
  - Use playground equipment properly and safely, and share so everybody has a turn.
  - No throwing or picking up dirt, sand, woodchips, rocks, or sticks.
  - Slide **DOWN** the slide; do not climb up. Go down one at a time in a sitting position, feet forward.
  - One way only on bars (monkey and parallel)
  - No more than two people on the parallel bars at one time. No fancy acrobatics or gymnastics. Use a spotter.
  - Do not hang upside down on any piece of playground equipment or climb on top of or walk on the monkey bars.
  - Tell an adult if playground equipment is broken, and do not play on it until it is fixed.

### **Tennis and Tennis Courts**

- The ERRC tennis courts are available on a daily from sunrise to 10pm for ERRC members and their bona fide guests for the exclusive purpose of tennis-related activity (individual, small group, large group, and/or teams), including but not limited to the following: practices, matches, physical exercises, private instruction, social events, and as otherwise permitted by the ERRC Board of Directors.
- Tennis can be dangerous sport for all players (adults and juniors), even when playing recreationally and/or competitively. Injuries can occur to players of all ages and skill levels. ERRC members and their guests use ERRC tennis facilities at their own risk. ERRC does not warranty against injury as a result of using ERRC tennis facilities. Members and their guests release ERRC of any liability as a result of using ERRC tennis facilities.

- Improper use of ERRC tennis facilities will be reviewed by the ERRC Board of Directors and could result in fees, penalties, membership suspension/termination, and prosecution, as applicable.
- Use of the tennis courts for any purpose other than tennis, including but not limited to bikes, roller-skates, in-line skates, skateboards, scooters, golf-carts, or motorized vehicles are permitted beyond the parking lot.
- At least one player on each court must be an ERRC member.
- A maximum of three (3) guests per member family per day may use the tennis courts provided a guest fee (to be determined annually by the ERRC Board of Directors) is paid, and provided the guest is accompanied by a playing member in good standing at all times; non-member requests to host larger groups will require approval by the ERRC Board of Directors and be subject to the terms of a reservation agreement.
- Members are responsible for ensuring guest fees are paid. Guest fees may be submitted via the member's account at [www.echoridge.org](http://www.echoridge.org) or remitted to the front desk attendant during pool operating hours.
- Keys to the tennis courts shall be issued to ERRC members following completion of the key request form and payment of the tennis key fee on the [www.echoridge.org](http://www.echoridge.org) website. When payment has been reflected on the website, a key will be distributed by the Tennis Chair or another ERRC Board member. . The fee for the first key is \$10. The fee for a replacement key is \$25. The fee for a tennis key issued after January 1st 2020 is non-refundable. Tennis keys may not be copied, given, lent or in any other way transferred to other ERRC members, non-members, or guests. Failure to comply with this rule may result in immediate suspension from club facilities. Upon cancellation an active membership, former members must return any tennis keys. Former members may no longer access the ERRC tennis facilities unless as a guest of an active ERRC member. If a former member continues to use a tennis key provided when they were a member, the tennis key will be confiscated and the unauthorized use of the courts may be considered trespassing and reported to law enforcement.
- Members and guests may not permit entrance of unauthorized players to the courts.
- Appropriate tennis athletic attire must be worn while playing tennis on ERRC tennis courts, including undergarments, shirts/jackets, shorts/capris/pants, socks, and non-marking tennis shoes. Only non-marking tennis shoes are permitted on the courts. Any person that is bare-foot or wearing any other type of shoe will be required to leave the tennis court and stay in the pavilions, sidewalk pathways, or parking lot areas. Athletic braces, sleeves, wheelchairs, and other training aids/physical support equipment specifically designed for tennis are permitted to help players enjoy recreational and/or competitive tennis at ERRC tennis courts.

- Offensive and/or profane language on clothing will not be permitted.
- ERRC members are permitted to have and provide food in the pavilion areas for their households and guests. Members are responsible for cleaning the pavilion areas and throwing away all trash after bringing food to the ERRC tennis facilities. The use of an open-flame is strictly prohibited. (e.g. grills, heaters, etc.) Requests to use the ERRC tennis facilities to host private events, use commercial equipment, food truck vendors, and/or private caterers requires written approval of a reservation agreement by the ERRC Board of Directors.
- Beverages must be contained within paper, foam, plastic or metal containers at ERRC tennis facilities. Glass containers are not permitted at the ERRC tennis facilities and must be kept in the parking lot.
- The last person and/or group to leave the courts must turn off the lights and close/lock the tennis court and bathroom gates.

The tennis courts at ERRC are available on a first come, first play basis, unless the courts are reserved or scheduled in advance, as described below for each court.

#### **Court Use & Reservations**

- Members are able to reserve Court 1, 2, and 4 for up to 2 hours daily using the ERRC website ([www.echoridge.org](http://www.echoridge.org)).
- Court 3 is primarily available for walk-up tennis play. At times, Court 3 will be reserved by the Tennis Chairperson for team practices, makeup leagues matches, and/or special ERRC events.
- On-court play will be prioritized as follows (1<sup>st</sup> takes priority over 2<sup>nd</sup>, 2<sup>nd</sup> takes priority over 3<sup>rd</sup>):
  - 1<sup>st</sup> priority: reservations for league match play (e.g. flex, ALTA, USTA, etc...); league match play is allowed to finish even if a given match exceeds the original reserved time duration. Following the end of the match, players must vacate the courts if others are waiting to play, including other members with a reservation and/or walk-up players.
  - 2<sup>nd</sup> priority: all other reservations (e.g. recreational, instruction, social, etc...); players must vacate their court at the end of their reservation if others are waiting to play, including other members with a reservation and/or walk-up players.
  - 3<sup>rd</sup> priority: all walk-up play (even if for league match play); walk-up players must vacate their court after two hours of play (regardless of the court) or when players with a reservation present themselves, whichever takes place first.
- The Tennis Chair will schedule league team practices in advance of each tennis season, across all four courts, depending on the number of teams playing in a given season.

Tennis teams may schedule one (1) weekly team practice on ERRC courts. Tennis team practices are limited to two (2) hours per practice session on one (1) or two (2) courts; team players are not permitted to reserve individual reservations on additional courts concurrent to their team's reservation; walk-up use of available courts is permitted.

### **Tennis Team Membership**

- All ERRC members in good standing are eligible to play on ERRC tennis teams.
- At a minimum, 50% of the ERRC team must comprise ERRC members in good standing. The ERRC Board of Directors shall consider hardship extensions of time on a case-by-case basis in its discretion, provide, however that any extension of time shall be terminable and cancelable by the ERRC Board of Directors at any time in its sole discretion.
- Tennis players who are not ERRC members may play on an ERRC team subject to approval by the Tennis Chair or President. Approval of non-members must be obtained prior to the submission of the team roster to ALTA or USTA.
- All non-members on ERRC tennis league teams are required to register as “non-member guest” and pay \$50 per non-member per season (partial and full season) to ERRC via the club website prior to playing any matches during a given season.
- All other tennis teams not officially hosted by ERRC may not reserve tennis courts for practice or play.
- The team captain will be responsible for monitoring access to the courts.

### **Local High School Tennis Teams**

- High school tennis teams (e.g., Lakeside High School) may reserve the tennis courts for practices, matches, and fund raising events provided that their coach has received prior approval from the Tennis Chair or Club Manager.
- The coach shall be responsible for monitoring access to the courts.
- Guest fees and seasonal fees may be waived subject to approval by the ERRC Board of Directors for such events.

### **Team Captains**

- All team captains must be ERRC members. Tennis players who are not members of ERRC may serve as co-captains of tennis teams.

- Team captains shall provide the ERRC Tennis Chair or President with a copy of the final team roster (as approved by ALTA or USTA) at the beginning of each season and no later than one week before the first match; if new players join the team during the given season, an updated roster must be provided by the end of the 4<sup>th</sup> week of a given season. Roster must indicate if team member is an ERRC member or guest. Failure to comply with this rule may result, but is not limited to, immediate suspension of the team from using ERRC facilities and forfeiture of all seasonal fees paid by non-members.
- Team captains must obtain approval from the Tennis Chair or President prior to adding non-ERRC members to their team.
- At the beginning of the season, the team captain will provide the Tennis Chair with a schedule of weekly practices, matches and other team events.
- Team captains shall monitor access to the courts during scheduled practices and matches.
- Following each tennis match, the team captain shall be responsible for closing and locking the restrooms.