

APPROVED OSYC HOUSE RULES – NOVEMBER 2011

The following rules apply to all Club property, including but not limited to: Clubhouse, swimming pool, pergola, pier, and waterfront area. The rules are intended to provide an equitable and reasonable basis for maximum utilization of OSYC facilities for the enjoyment of OSYC members.

OSYC House Rules are divided into the following sections:

DEFINITIONS

GENERAL RULES

GUEST POLICIES

OSYC LOUNGE RULES

CLUB USE AND CLUB RENTAL RULES

POOL & PERGOLA RULES

BOAT AND WATERFRONT RULES

DEFINITIONS

1. In-town guests: Guests of members who occupy a permanent residence in Harrison or Jackson County as much as one month out of every year.
2. Out-of town guests: Guests of members such as houseguests who are visiting in the area for a short period. They must not be residents of Harrison or Jackson County and the duration of their visit must be less than one month.
3. Reciprocal Guests: Visitors to OSYC who are bonafide members of another Yacht Club who extend reciprocal member privileges to OSYC members.
4. Members: When the term member is used in these rules, it should be taken to mean a member in good standing. Members not in good standing refers to any member who's account is 30 days or greater in arrears.
5. Member's children: Children under the age of 21 and who are bonafide dependents of members; e.g., still attending school.

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GENERAL RULES

1. Smoking is prohibited inside the Club building and within 10 feet of all Club entrances.
2. Bar or Dining Room tabs are to be settled and closed daily. A 15% gratuity will be added to all house charges unless the member closes out his/her tab with a different gratuity amount or elects to waive the gratuity. Members who desire house charging privileges are encouraged to keep a valid automated clearing house (ACH) debit form or may settle their account monthly.
 - a. Members not in good standing (account 30 days or more in arrears) may not charge at OSYC or any other club who allows reciprocal charging privileges.
3. With the exception of the swimming pool while a lifeguard is on duty which is addressed under pool and pergola rules below, or while enrolled in a Club sponsored camp or class, children under the age of twelve (12) are not permitted on the premises during normal Club business hours unless they are under the direct supervision of their member or member's spouse.
4. If members desire that their children (twelve (12) years of age or older) visit the Club without the member or spouse present, the member must request an OSYC membership identification card for each child from the Club Secretary. Parents are required to fill out an emergency contact information form, to be updated annually, or when any significant information changes.
5. Children (age 12 and older) of members may bring guests (age 12 and older), including in-town guests, providing said children have proper identification, and parents ensure guest compliance with all house rules. Children under age 12 require parental supervision unless attending a club sponsored class. For swim parties, sailing events, etc., members may arrange for a larger number of guests by contacting the General Manager or Flag Officers in advance.
6. During hours of darkness when Club operations are closed, children are not permitted on premises unless accompanied, and directly supervised by a member or member's spouse.
7. State ABC rules prohibit bringing beer or any outside alcoholic beverages onto Club property. All alcohol consumed on OSYC property must be purchased from OSYC and must remain on OSYC property after purchase.
8. Members, their guests, or sponsored groups, may not personally profit from arrangement of private parties at OSYC.
9. OSYC will give preference to doing business with member-owned businesses when doing so is financially advantageous to OSYC.
10. Members who wish to register a complaint about facilities or services should do so by notifying the General Manager or Flag Officers. If no satisfaction is obtained, then the matter can be brought before the Board of Governors via the Commodore.
11. Shoes and shirts/tops are required inside the Clubhouse, and shoes are recommended at all times while on OSYC property.

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12. Management has the right to control the volume at all times of music, televisions, radios, etc. at all functions, whether club sponsored, or private parties
13. No one may post any signs, notices, photos, paper or objects on the walls of the Clubhouse without first obtaining the General Manager or Flag Officers' approval.
14. No wet clothing is allowed inside the Clubhouse except to enter the restrooms via the exterior entrance doors for the purpose of using the restrooms, and/or cleaning up, and changing clothes.
15. Animals are not permitted inside the building, the pool area, or on the upper decks. Pets shall be on a leash and under control at all times except that they are allowed to run at large on the grassy and sandy grounds on the conditions that the dog is not interfering with other members' reasonable enjoyment of Club facilities. The owner must be present and able to control their pet by voice commands or otherwise. Members must clean up after their animals. Owners are responsible for all damages caused by their pets.
16. No member of OSYC or his/her guest shall engage in any illegal activity while on OSYC premises.
17. Per the By-Laws, members whose accounts fall 30 days in arrears will have their charging privileges (including charging privileges at other yacht clubs) suspended, and his/her name shall be posted on the Club bulletin board. If the account remains delinquent after an additional thirty days, sixty (60) days total, the member shall be suspended from participation in all Club activities until their account is made current.
 - a. Any member who becomes greater than 60 days in arrears on dues or charges will be required to sign up for and keep a valid automated clearing house (ACH) debit form for future charges prior to returning to good standing.
 - b. Any member who becomes greater than 90 days in arrears on dues or charges will be assessed a monthly interest rate of 7% on the arrearage until paid in full.
 - c. Any member who becomes greater than 90 days in arrears on dues or charges is subject to collection actions which may include: adverse credit reporting, attorneys fees or other actions permitted under the law.
18. The Club will not be responsible for loss or damage to personal property left by members or their guests. The Club will also not be responsible for any supplies sent (shipped) to the Club for private use.
19. No fighting, bullying, harassment or abuse will be tolerated at the Club. Any member or their guest who engages in such conduct will be asked to leave the Club for the day and the matter will be referred to the General Manager or Board of Governors for further action consistent with these Rules and the Bylaws and may affect membership standing.

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GUEST POLICIES

1. Members and/or member spouses may bring in-town guests providing such visits are not on a recurring basis. Persons meeting the residency definition for in-town guests, who intend to use Club facilities on a regular basis, will be required to apply for membership. To ensure compliance, the Flag Officers may, at their discretion, enforce guest sign-in procedures. The restriction on number of visits does not apply to persons who are in a dating relationship with a single member.
2. Members and/or member spouses may bring out-of-town guests without restriction, providing all other house rules are complied with.
3. Any member sponsoring guests is responsible for debts or damages incurred by his/her guest.
4. OSYC will extend privileges to a member of any recognized yacht club, as would be extended to an OSYC member if he/she were a guest of the visiting member's club. However, reciprocity is a privilege that should not be abused. These visitors will be required to provide their affiliated Clubs card showing membership for that year.
5. Guest camping overnight may be permitted at OSYC during OSYC and OSSS hosted regattas. Valid registration for the hosted event is required unless prior approval is obtained from the Flag Officers or Board of Governors.

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OSYC LOUNGE RULES

1. Hours of operation will be determined by the Commodore and the General Manager with the approval of the Board. Hours will be posted at the Club and on the Club Website.
2. The Club telephone line is for use for official club business; members may use it for emergency personal calls (local calls) with a time limit of 3 minutes.
3. Members in good standing are entitled to all courtesies and privileges of the Club. Members in good standing may bring guests to the club per the By-laws and House Rules.
4. Members NOT in good standing may not use club facilities until they make their account current with the Office Manager. A list of members NOT in good standing will be posted in the Club by the General Manager.
5. All who enter the Club may be asked to show proof of membership by employees of the Club.
 - a. All members with guests will sign-in and register their guests.
6. Members shall conduct themselves in an orderly fashion at all times. Members who violate Club rules will be asked to leave the Club for the day. Continual violator's membership status will be brought before the board.
7. Profanity will not be tolerated. Violators may be asked to make a donation to the house general funds and may be asked to leave the Club for the day.
8. Smoking is prohibited inside the club building, and within 10 feet of all Club entrances.
9. Children are not allowed to sit at the bar, consistent with State of Mississippi laws.
10. Equipment and furnishings of the OSYC will be respected at all times. The party responsible for the damage, or their guests that cause damage, are expected to pay for repairs or replacement costs as assessed by the General Manager. No equipment will leave the OSYC premises without prior approval of the General Manager or Flag Officers.
11. Anyone who is called on the phone, if present, will be reported to the caller as present.
12. Employees will be treated with respect; no member has the authority to harass, abuse, chastise, or otherwise instruct an employee. If a problem occurs, refer the matter to the General Manager or the highest Flag Officer present. If neither the General Manager nor a Flag Officer is present, refer the matter to the General Manager or Flag Officers as soon as practical.
13. The Bartender on duty is the custodian of the Club when the General Manager or the Flag Officers are not present. The Bartender shall have full authority to act on behalf of the Club regarding service of alcohol. They may stop, at their discretion, serving alcohol to any individual who appears intoxicated. No one will be served alcohol while they are visibly intoxicated.
14. All members are under their obligation to membership to report any violations of House or Lounge Rules to the General Manager or Flag Officers. The proper manner of reporting suspected violations of these rules is to inform the General Manager and/or Flag Officers as soon as possible.
15. Members will not use or be allowed in the kitchen except when authorized by the General Manager.

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CLUB USE AND CLUB RENTAL RULES

Club Events Rules:

1. The Board of Governors, OSYC Auxiliary, and/or Social Events Committee, and the General Manager typically plan club events for the benefit of all members. Typically, such events are planned 60 days or more in advance to allow proper planning and notification.
2. Individual members may initiate club parties or events for the benefit of all members provided they are not for the purpose of earning personal profit. Please discuss request with the OSYC Auxiliary President or Social Events Committee Chair and submit "Request for use of OSYC facilities" at least 30 days prior to event by written notice to the General Manager. Email is the preferred method of request and should be sent to: manager@osyc.com

General Rental Rules:

1. The Club will provide all alcoholic beverages at private parties. State ABC rules prohibit bringing outside alcohol on club grounds.
2. OSYC is required to meet MS state health code requirements. In order to do so, the Club will provide all food at non-member private parties and for member private parties held in the dining room. Exceptions (whether catered by outside caterers or situations where members desire to bring own food into dining room) must be coordinated through the General Manager. Members may bring outside food for gatherings downstairs and on the pergola. Pot luck events or other dining events for the general membership are permissible when approved and scheduled by the General Manager.
3. OSYC facilities will be available for rent by members and non-members with the following stipulations:
 - a. Members desiring to rent facilities must be in good standing.
 - b. Rent is to be paid in advance except as otherwise provided herein.
 - c. Facilities will be rented in the member's name only. He/she will be present during the rental period and be held responsible for the actions of his/her guests to see that they abide by all OSYC rules. Rent is to be paid in advance.
 - d. All facilities and equipment must be cleaned by the renter unless arrangements are made in advance with the General Manager (i.e. cleaning fee paid).
4. Events requested will not be considered "booked" unless and until deposit fees are paid. A paying event may bump a non-paying event up until seven days prior to the event.
5. Private events that involve opening the Club when the Club is not ordinarily open, and events that stipulate the exclusive use of any club area, i.e. the entire dining room, and/or events that require bringing in additional staff, will require payment of a fee and 30 day's advance notice. General Manager and Flag Officer approval is also required.

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6. A fee shall be assessed on member or non-member private events that include restrictions on other members' use of the pergola, Clubhouse, dining room, or downstairs Barnacle Bar area.
7. The General Manager will maintain a fee schedule as approved by the Board of Governors.
8. A minimum deposit of one-half of the fees (private use rental and cleaning) is required from renter at time of request to secure the facility and will be forfeited as liquidated damages if canceled within 30 days prior to the scheduled event, unless the club can rebook the same space for the same period. Remaining fees must be paid prior to the day of the event.

Rental or Use of Club by Members:

1. Clubhouse exterior facilities (downstairs and pergola) may be scheduled by members for personal use without charge for small personal (family-type) gatherings (less than 30 people) provided they are not for the purpose of obtaining profit and do not exclude any member access to any area of the Clubhouse or facilities. The General Manager must be notified in advance for such requests.
2. Events that include exclusive or private use of any area of the Club (pergola, downstairs or dining room) are rented on a first come, first serve basis and require approval of the General Manager or Board of Governors.
3. Members desiring to schedule a personal event at the Club for private parties should notify the General Manager as far in advance as possible to avoid conflicts with other events and to allow processing of the Request for Reservation Form through the Board of Governors, if applicable.
4. Members wishing to schedule a meeting or gathering of any "special interest group" (that is a group with one or more OSYC members belonging to the "special interest group too) must give at least 30 days prior written notice to the General Manager and the event must be approved by the Board of Governors or Flag Officers. Fees apply.
5. Events requested by members will not be considered "booked" unless and until fees are paid. A paying event may bump a non-paying event up until seven days prior to the event.
6. A member may request free use of the dining room at times when the dining room is not in use for a Club event or other booked event with the following stipulations:
 - a. Free use is limited to small personal (family-type) gatherings of less than 30 people during times the club is open and the private gathering does not interfere with other members use and enjoyment of the club. Closing the dining room doors would be considered private use. Fees apply for room setup, linens, use of kitchen, cleanup, etc. and will be assessed to the member unless prior arrangements are made.
7. Full payment is required by the members for any event within 24 hours of event (48 hours for a weekend event).

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8. The member is responsible for clean up of facilities used (including grounds). Clean up must meet the General Manager's approval or additional cleaning fees will be assessed.
9. In one calendar year, members may book up to three events in the Dining Room or downstairs at member's rates. For events beyond three in a calendar year, non-member fees will apply. Exceptions may be granted by the General Manager or Board of Governors.

Rental by Non-Members:

1. Non-members desiring to schedule the Clubhouse for private parties should be referred to the General Manager as far in advance as possible. Preference will be given to members' requests and non-members will not normally be approved more than six months in advance. A Request for Reservation Form shall be used and submitted to the General Manager, if applicable.
2. **Non-Member Private events may not restrict use of the member's bar when the bar is open.**
3. A fee shall apply to the use of the Bob Rashka Board Room by outside groups and non-members.
4. Renter is responsible for clean up of facilities used (including grounds). Clean up must meet the General Manager's approval or \$200 or more will be deducted from the deposit.
5. Selected nonprofit organizations (i.e. OSSS, etc) as approved by the Board of Governors will be permitted use of the Club dining room for regularly scheduled meetings. These meetings will be coordinated and scheduled by the General Manager.

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POOL AND PERGOLA RULES

1. The Club at its discretion, during summer months may provide a lifeguard during designated hours. At all other times, members assume full responsibility for the safety of their entire group, including guests.
2. Pool hours will be determined by the General Manager or Board of Governors and posted.
3. Members and their families may use pool facilities outside of regular hours when lifeguards are not on duty. Members, however, will assume full responsibility for the safety of their entire group. To obtain a pool key/combination and to use the pool under these circumstances, the member must sign a club liability release. This is to be obtained from the General Manager or bartender and can be signed effective for the year.
4. When there is no lifeguard on duty, no person under the age of sixteen (16) shall be allowed in the pool area unless accompanied and directly supervised by a parent or guardian.
5. Members may schedule the pool and pergola for private parties. However, the party cannot exclude other members and their guests from using the pool when the event is in progress. Non-members may not schedule a pool party unless approved by the Board of Governors.
6. If private pool parties are scheduled during hours when lifeguards are not on duty, the member sponsoring the party will assume full responsibility for providing a qualified lifeguard.
 - a. If greater than 10 swimmers are anticipated for a private pool party, it is the responsibility of the member to coordinate with the General Manager and pay the hourly wage of one additional lifeguard to provide for the safety of the event. The member must pay for the additional lifeguard even if a lifeguard is currently on duty.
7. In-town guests of members may use the pool and pergola during regular pool hours when accompanied the member and by paying \$1.00 per person admission fee and registering with the lifeguard or custodian of the guest records. The Club reserves the right to limit pool use by in-town guests when, by the General Manager's determination, any in-town guest uses the pool in a manner inconsistent with the nature of these rules.
8. Out-of-town guests of club members will have the same privileges as their sponsoring member to use the pool, provided they are accompanied by that member and pay \$1.00, as well as register. Any exception to this rule must be approved by the General Manager in consultation with the Flag Officers.
9. Children under the age of twelve (12) may use the swimming pool during regular pool hours but must be accompanied by an adult and this adult must remain in the pool area. The lifeguard however, will make decisions as to the swimming ability of all

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swimmers using the pool and may require children older than twelve to be accompanied by an adult.

10. All swimmers must register upon entering the pool area by use of wristband or written register; whichever is in current use.
11. Decisions regarding pool use by members and guests will be left to the discretion of the lifeguard, Flag Officers, and/or General Manager. Repeated disregard for pool rules by individuals may result in their being temporarily suspended from using the pool.
12. Members who wish to register a complaint about facilities or services in the pool or pergola area should do so by notifying the General Manager and/or Flag Officers. If satisfaction is not obtained, then the complaint can be registered with the Board of Governors via the Commodore.
13. All swimmers must wear proper swimwear. No cut-offs or street clothes will be permitted.
14. All tubes, rafts and air-inflated devices must be approved and judged safe by the lifeguard on duty. No Styrofoam devices are permitted in the pool.
15. No bead necklaces or bracelets are allowed in the pool.
16. No running, shoving or pushing along the pool or pergola deck will be tolerated.
17. No horseplay on the decks or in the water will be permitted.
18. No profanity will be tolerated.
19. No eating or gum chewing in the pool.
20. No smoking in or around the pool.
21. No glass containers will be allowed in the pool or pergola area. This includes private parties.
22. All members and guests must clean up after themselves and dispose of paper and plastic containers and other waste materials brought into the pool and pergola area.
23. Suntan oil and sand must be thoroughly washed off or removed before entering the pool.
24. Animals are never allowed in the pool or on the pool deck.
25. The Flag Officers and/or the General Manager will notify parents or guardians of a child's misconduct.
26. Repeated failure to comply with established rules by any individual will result in suspension of pool privileges by the Board of Governors via the Flag Officers.
27. No outside alcohol will be allowed at poolside or pergola area.

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BOAT AND WATERFRONT RULES

1. The boating and sailing programs at OSYC are operated by the Ocean Springs Sailing Squadron (OSSS), OSYC's sister non-profit boating charity. The use of all OSYC or OSSS vessels are subject to these rules in addition to other rules and regulations promulgated by OSSS.
2. To skipper any OSYC or OSSS vessel, one must be an OSYC member or authorized by OSSS to use the vessels (i.e. high school sailor or sailing student). To skipper an OSYC or OSSS vessel, one must be a qualified sailor for each platform that one wishes to sail.
3. To be classified as a qualified sailor, the individual's ability must be known to the Sail Director or Fleet Captain, and the individual must pass a competency test. The Sail Director will keep a list of the vessels that individuals are authorized to skipper.
4. Members or their guests using any OSYC or OSSS vessel will be held financially responsible for damage occurring to the vessel under their command. Damages estimates will be made by the Fleet Captain and/or Sail Director and will be reported to the Club Treasurer and charged to the member's account.
5. Prior to each use to skipper any OSYC or OSSS vessel, individuals must complete and sign a float plan including a liability waiver.
6. Sails and equipment for OSYC and OSSS vessels may be obtained by qualified sailors from the Sail Director or his designee. The boats may be checked out for daylight use only, on a first come first serve basis, except:
 - a. When a boat is needed for an OSYC or OSSS sanctioned race or preparation for a race.
 - b. When a boat is needed for OSYC or OSSS approved instructional programs;
 - c. When another member has reserved it. Reservations may be made through the Sail Director or his designee and will be honored whenever possible. If more than one member wishes to use the boat on a given half-day, each member will be asked to limit his use to a reasonable interval. However, no more than two such requests can be honored in a given half-day period.
 - d. When, in the opinion of the Sail Director, his designee or the Fleet Captain, wind or sea conditions appear too severe for the boat or the crew that proposes to use it, use of OSYC and OSSS owned boats will be suspended until the weather conditions improve.
7. Private use of OSYC and OSSS power boats or R.I.B.S. is only permitted as authorized by OSSS and is generally limited to regatta support, educational programs, or other use authorized by the OSSS. Those wishing to use a power boat must have completed a Coast Guard approved safety class, and be deemed qualified by the OSSS designated Power Boat Captain. All qualified users must fully comply with the operating guidelines prepared by the OSSS. All power boats must be refilled with non-ethanol gasoline.

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8. Failure to clean and properly store any boat and equipment after use will result in an assessment added to the responsible member's account of \$25/hr to complete the required cleaning and storage. Repeated failures to complete the required cleaning, storage and paperwork will result in loss of vessel use privileges.
9. All crew members and passengers must be a qualified swimmer. To be a qualified swimmer, individuals must be able to swim the length of the Club pool four times and remain afloat for 15 minutes.
10. All sailors must wear life preservers at all times. For OSYC and OSSS power boats, a wearable, USCG approved life preserver must be carried for every passenger.
11. All crew members and passengers will follow the directions of the skipper.
12. All storage facilities and moorings will be assigned by the Fleet Captain or Sail Director. An annual fee will be paid by the individual to the OSSS. Assignments will be made for boats and equipment to OSYC members and authorized OSSS users only. Returning members will have priority on previously assigned spots for a designated time each year. After that time, all available spots will be offered to members on a first come basis. In cases where multiple requests are received at the same time, Class A members have priority over other members. A non-member or non-authorized user desiring short term storage facilities or a mooring must obtain prior approval of the Fleet Captain or Sail Director. All boats must be registered when stored on OSYC property or controlled areas. Failure to register may result in removal of the boat from the property at the boat owner's expense.
13. The Fleet Captain or Sail Director will maintain a storage fee schedule approved by the OSSS.
14. The Fleet Captain or Sail Director must be notified of any exchanges of spot assignments.
15. Owners shall safeguard their boats and equipment necessary to discourage pilferage and vandalism. Boat storage is at the owner's risk and the OSYC and OSSS assume no responsibility for damages or theft that occur on the premises.
16. Owners are responsible for protection of their boats and equipment in the event of storms and extreme tides. The OSYC and OSSS, through the Fleet Captain or Sail Director, have the right to order the beach cleared and all boats removed. Owners agree to comply with evacuation orders as soon as possible. If a boat, trailer, or equipment causes damage to the Club or private property as a result of the owner's failure to evacuate their vessel, the owner shall be responsible for those damages and may be assessed to the member's account accordingly.
17. Overnight camping at OSYC is restricted to regattas (or other OSYC/OSSS sanctioned events). Registered regatta participants may camp (subject to Board approval) on the grassy areas. All electrical tie-ups must have proper approval from the Flag Officers. A minimum \$25.00 fee will be paid for each electrical tie-up.