



Boca Woods Country Club Association, Inc. Rules & Regulations

Boca Woods Country Club
Association, Inc.

10471 Boca Woods Lane
Boca Raton, Florida 33428

(561) 487.2800

Facsimile (561) 488.8737

www.bocawoodsgc.com

Amended as of January 23, 2024

The Board reserves the right to amend or modify the Rules when necessary.
The Membership will be notified of such changes.

VISION STATEMENT

Boca Woods Country Club is dedicated to providing a residential country club lifestyle featuring a community and club culture characterized by friendliness, civility and respect for its Members and staff in an overall setting of refinement and casual elegance.

The Board reserves the right to amend or modify
the Country Club Rules and Regulations when necessary.
The Membership will be notified of such changes.

Table of Contents

GENERAL RULES	1
EXECUTIVE MEMBERSHIPS	3
ALUMNI MEMBERSHIPS	4
APPLICATION FOR SOCIAL/RACQUET SPORTS MEMBERSHIP	5
1. General Rules for Guests:	5
2. Guest Registration:	5
3. Regular Golf Guests:	6
4. Regular Racquet Sports Guests:	7
5. Regular Fitness Center Guests:	7
6. Regular Card Room Guests:	7
7. Registered House Guests:	9
8. Immediate Family Guest:	9
9. Single Equity Member Guests:	10
10. Designated Companion:	11
11. Dining Guests:	12
HOUSE (DINING) RULES	12
1. Charges	12
2. Service	12
3. Conduct	13
4. Events	13
5. Dress Code	14
6. Specific Rules for Golf Activities, Pickle ball, Racquet Sports and the Fitness Center	15
CABANA GRILLE RULES	16
LOCKER ROOM RULES	16
CARD ROOM RULES	17
POOL RULES	17
PARKING LOT RULES	18
GOLF RULES	18
GOLF CART RULES	20
GOLF WALKING RULES	22
GOLF HANDICAP RULES	23
GOLF TOURNAMENT RULES	23
PRIVATE GOLF TOURNAMENTS	23
CHILDREN'S GOLF RULES	23
RACQUET SPORTS RULES	23
CODE OF CONDUCT & RACQUET SPORTS ETIQUETTE	24

FITNESS CENTER RULES	24
LEASES AND ASSIGNMENT OF MEMBERSHIP PRIVILEGES	25
RULES REGARDING THE PURCHASE OF A SECOND HOME	26
EXPLANATION OF THE LEGAL/BYLAWS/RULES AND REGULATIONS COMMITTEE’S DUTIES AND RESPONSIBILITIES .	29
GRIEVANCE MEDIATION RULES REGARDING GRIEVANCES FILED BY CLUB MEMBERS AGAINST OTHER CLUB MEMBERS	30
CODE OF CONDUCT FOR MEMBERS OF THE BOARD OF DIRECTORS FOR THE BOCA WOODS COUNTRY CLUB ASSOCIATION, INC.	32

GENERAL RULES

- A. These Rules and Regulations ("Rules") of the Boca Woods Country Club (the "Club") have been adopted by the Club Board (the "Board"). Serious consideration has been given to the welfare and safety of the Members and their guests, as well as to the maintenance of the physical attractiveness of our surroundings. They are designed to enhance the safe and tranquil enjoyment of our facilities by all Members. Please observe them at all times.
 - B. Members will be held to strict accountability for their demeanor and that of their guests in the Clubhouse and in the Club's facilities. Use of loud, abusive, or profane language by a Member or guest in any area of the Club will be considered an infraction of the Rules and Regulations of the Club.
 - C. Violation of any of the Rules or conduct prejudicial to the best interests of the Club may be subject to disciplinary action. Violations should be reported, in writing, to the chairperson of the appropriate committee.
- 1. The Board reserves the right to amend or modify these Rules when necessary and will notify the Membership of such changes.
 - 2. Commercial use of Club property – No commercial advertisements shall be posted or circulated in or on Club property, nor shall business of any kind be solicited or transacted on Club property, nor upon Club stationery, unless approved by the Board.
 - 3. Petitions – Only petitions pertaining to Club matters may be originated, solicited and/or circulated on Club property.
 - 4. No signs, notices or other communications, shall be posted on any bulletin board, or elsewhere on Club property without prior consent of the General Manager. Posted signs, notices, or other communications shall not be altered or removed without prior consent of the General Manager.
 - 5. The Membership roster and/or mailing list shall not be used by any Member for a business or commercial purpose, nor shall a Member supply same to another for this purpose, unless the contents of the material to be sent is presented to the Board and its consent is obtained prior to any use.
- A. Non-transferable Membership cards may be issued for the purpose of Club Membership identification and use of Club facilities.
 - B. Cash payments are not accepted at the Club except under special arrangements made by the General Manager.
 - C. Every Member and Designated Companion twelve (12) years of age or older, must have a current photograph submitted to the Club or make arrangements with the Membership Director to schedule to have a photograph taken. The photograph will be available to Club Staff and Management. Unless otherwise directed by the Member in writing to the Membership Director, the photograph will be used in the online Membership Directory.
- 6. There shall be no tipping or giving of any type of gratuity by any Member or his or her guest to any employee or contract employee of the Club (the "Club Staff"). Gifts, presents and cash are to be interpreted as tips or gratuities. Providing a tip or gratuity to Club Staff by a Member or his or her guest may be subject the Member to disciplinary action.
- No Member or his or her guest shall harass, chastise or abuse any Club Staff. No Member or his or her guest may countermand any order issued by the General Manager or Department Head.

Any criticism or suggestion must be channeled to the proper Committee Chairperson or the General Manager.

In cases of violation, it shall be the responsibility of the General Manager to file a grievance on behalf of the Club Staff person upon written complaint to the Grievance Committee delivered to the Secretary of the Board c/o Administrative Offices.

In conjunction with a grievance filed by the General Manager, and at the request of the General Manager, the Grievance Committee may, by at least a two-thirds majority of its Members present and voting at a duly-convened meeting of the Grievance Committee, issue a temporary preliminary decision that the Member against whom the grievance has been filed by the General Manager shall not have any direct or indirect contact with the Club Staff person on whose behalf the General Manager has filed the grievance, or any other Club Staff for whom the General Manager seeks such protection relating to such grievance.

A preliminary decision shall remain in effect until the earlier of: (a) the termination of the temporary preliminary decision by the Grievance Committee; (b) a decision by the Grievance Committee declining to take action on the grievance filed by the General Manager; or (c) a decision of the Board on any appeal submitted to the Board by the Member against whom the grievance has been filed by the General Manager.

The fact that a temporary preliminary decision has been issued by the Grievance Committee shall not be a factor in rendering a final decision by the Grievance Committee on the grievance filed by the General Manager, and shall likewise not be a factor in any appeal to the Board from the Member against whom the General Manager has filed a grievance.

7. Abuse of the Grievance Process
 - A. If a Member files three (3) or more grievances in any Calendar Year, and the Grievance Committee determines, pursuant to Section 5 A. of the Club's Bylaws (the "Bylaws"), that three of those grievances do not appear to be of substance and possible justification, and do not proceed to a hearing by action of the Grievance Committee, the Grievance Committee may refuse to accept any additional grievances from that Member or any other Member under that Membership for the remainder of that Calendar Year.
 - B. There is a rebuttable presumption that Member versus Member grievances filed more than sixty (60) days after the alleged incident will be considered not timely filed. Any grievances not timely filed must include an explanation setting forth a reasonable explanation for the delay. The Grievance Committee may accept the explanation or dismiss the grievance. If no such explanation is provided with an untimely filed grievance, the Grievance Committee may dismiss the grievance.
8. Members must not request special, personal services from Club employees who are on duty.
9. Pets are prohibited in the Clubhouse or on Club grounds at any time.
10. Swimming and boating are prohibited in the lakes and canals of the Boca Woods community.
 - A. Homeowners and/or residents in Boca Woods, who are not Members of the Club, are prohibited from using any facilities of the Club at any time, except as a guest for dining no more than once in a calendar month, at private functions, and on the following occasions: Passover Seder Dinners, Easter Brunch, Mother's Day Brunch, Father's Day Brunch, Rosh Hashanah dinner, Break-the Fast for Yom Kippur, Thanksgiving dinner and Christmas dining. For the purposes of this Rule, a Member who has transferred a Membership

pursuant to the Rule entitled "LEASES AND ASSIGNMENT OF MEMBERSHIP PRIVILEGES" shall not be considered a Member relating to the home subject to the Lease and Assignment of the Membership Privileges.

Adult non- Club Members residing with family Members who hold Golf Memberships in the Club will be allowed to play golf with those Members a maximum of four times annually at regular golf guest rates.

- B. Non Member Residents living in the household with family members who hold Memberships in the Club are allowed to use the Fitness/Wellness and Spa Facilities for an annual fee to be determined by the Board.
 - C. Members suspended for any reason may not use the Club facilities for the duration of the suspension, nor may they use the Club facilities as guests of other Members.
- 11. Any damage to Club property by any Member or his/her guests shall be charged to the Member's Membership. No Member, guest or employee may borrow or take Club property, furniture or equipment from the Club's premises. No Club property shall be used, loaned or rented at any time other than golf carts and/or golf clubs unless approved by Club Management or Head Professionals.
 - 12. Without prior permission from the General Manager, Members must not use, or request Club Staff to use, any Club-owned office equipment for personal use.
 - A. All comments and suggestions, including complaints from Club Members, must be in writing, signed and addressed to the Chairperson of the appropriate committee.
 - B. Emergency problems should be called into the Club switchboard or POA Security.
 - 13. The Club will not assume and shall have no responsibility for any injuries incurred on the premises, or for any loss or damage to personal property.
 - 14. No Member may sell or represent a company, which sells a product or service to the Club without express approval by the Board.
 - 15. Except as provided in the following two sentences, solicitation of funds on Club property must be approved by the Board. Solicitation of funds relating to an event authorized by the Club, unless otherwise approved in writing by the General Manager and three officers of the Board, shall be limited to the day of the event. If so authorized, the location of the solicitation shall be designated by the General Manager.
 - 16. Children under age 12, must be accompanied by a Member or Member's guest 16 years of age or older, anywhere in the Clubhouse, including the locker rooms and "Food/Beverage Areas" (defined below in the House (Dining) Rules, Service, 4.), unless authorized by the General Manager in writing.

The appropriate Professional or Manager must enforce all Rules.

EXECUTIVE MEMBERSHIPS

- 1. The number of Executive Memberships shall be no more than fifty.
- 2. An Executive Membership shall be limited to no more than two adults living together for at least six months in a year, and who do not reside or maintain a residence, ownership or leasehold interest in any property within Boca Woods, and have not resided or maintained a residence,

ownership or leasehold interest in any property within Boca Woods for at least five full fiscal years,

3. Individuals seeking an Executive Membership must submit an application to the Membership Office, as determined by the General Manager, together with an application fee as determined from time to time by the Board.
4. An Executive Membership terminates on October 31 following the commencement of an Executive Membership.
5. Annual Fees and other costs for an Executive Membership shall be established by the Board.
6. On or about August 1, the Club will notify in writing each Executive Membership that it must advise the Club in writing on or before September 1 as to whether they wish to renew their Executive Membership for the next fiscal year commencing November 1.
7. Executive Members wishing to renew their Executive Memberships must notify the Membership Office in writing of such request for renewal on or before September 1.
8. The Board will notify persons seeking to renew their Executive Memberships of the acceptance or rejection of the request for renewal by October 1, in writing, at their address or email address as maintained by the Membership Office.
9. Executive Memberships are subject to all of the applicable Bylaws and Rules of the Club and the Boca Woods Property Owner's Association, Inc. (the "POA").
10. The Board has the right to temporarily, or permanently suspend the rights of an Executive Membership if the Board determines that the Executive Membership is inconsistent with the purposes of this Rule, or if the Executive Members are attempting to combine into a single Executive Membership what should otherwise be separate Executive Memberships.

ALUMNI MEMBERSHIPS

1. Individuals seeking an Alumni Membership must be a Resident Golf Member or Social /Racquet Sports Member in good standing, that sells his or her home (the "Sale"), and prior thereto submits an application to the Membership Office, in a form as determined by the General Manager.
2. In the application, the Membership seeking an Alumni Membership may elect the class of Membership that is either a Golf Membership or a Social/Racquet Sports Membership.
3. The Alumni Membership will have the same applicable dues and other charges as those for a Golf Membership or a Social/Racquet Sports Membership.
4. Alumni Memberships will have the same minimum dining room charges as applied to other Members.
5. Alumni Memberships will not be entitled to vote on any matters voted upon by Golf Members or Social/Racquet Sports Members of the Club.
6. Alumni Members shall not be permitted to hold any elective office or serve on any committee of the Board.
7. Upon the Sale, the redemption of the applying Member's bond shall be deferred.

8. Upon the resignation of the Alumni Membership, the resigning Member shall be entitled to the payment on the bond based on the deferred priority redemption as set forth in Section 3.03 of the Club's Bylaws, calculated as of the date of the Sale.
6. Alumni Members are subject to all of the applicable Bylaws and Rules of the Club and the POA.

APPLICATION FOR SOCIAL/RACQUET SPORTS MEMBERSHIP

1. Members with a Regular Golf Membership applying for Social/Racquet Sports Membership pursuant to Section 2.05 B. of the Bylaws can do so by submitting an application in the form provided by the Membership Office to the Membership Office on or before September 30 of the year or years prior to which they seek the change in Membership status.
2. On or before October 10 of each year, the Membership Office will notify such Members in writing at their address or email address as maintained by the Membership Office if their application for a change in Membership status will be effective as of the ensuing November 1.
3. Members, whose change in Membership status will become effective as of November 1, will become Social/Racquet Sports Members, unless they notify the Membership Office in writing on or before October 31 that they decline to accept the change in Membership status.
4. If after October 10 and before November 1, additional Memberships become eligible for a change in Membership status effective as of the ensuing November 1, such Membership will be notified in writing at their address or email address as maintained by the Membership Office, that change in status will become effective November 1, unless they notify the Membership Office, in writing within 10 days of the date of such notice, that they decline to accept the change in Membership status.

GUEST RULES

1. **General Rules for Guests:**
 - A. Former Members of the Club who left the Club with a past due balance due the Club cannot be a guest.
 - B. Anyone with a past due balance due the POA cannot be a guest at the Club.
 - C. Except as otherwise provided in General Rule 13. a. of the Rules, homeowners and/or residents in Boca Woods, who are not Members of the Club, cannot be a guest at the Club.
 - E. All guests must follow the Rules regarding dress codes and general conduct. Domestic workers and health care aides cannot be a guest, except a healthcare worker may be a Dining Guest.
2. **Guest Registration:**
 - A. Regular Golf Guests (as defined below in paragraph 3. A.) must be registered pursuant to procedures established by the General Manager.
 - B. Regular Racquet Sports Guests (as defined below in paragraph 4. A.) must be registered pursuant to procedures established by the General Manager.
 - C. Regular Fitness Center Guests (as defined below in paragraph 5. A.) must be registered pursuant to procedures established by the General Manager.
 - D. Regular Card Room Guests (as defined below in paragraph 6. A.) must be registered pursuant to procedures established by the General Manager.

- E. Registered House Guests (as defined below in paragraph 7.) must be registered and must obtain a Registered House Guest Pass (as provided for below in paragraph 7. C.) pursuant to procedures established by the General Manager.
 - F. Immediate Family Guests (as defined below in paragraph 8.) must be registered and must obtain an Immediate Family Guest Pass (as provided for below in paragraph 8. G.) pursuant to procedures established by the General Manager.
 - G. Single Equity Member Guests (as described below in paragraph 9.) must register as follows:
 - 1. If playing golf, at the Pro Shop pursuant to procedures established by the General Manager;
 - 2. If playing racquet sports, at the Pro Shop pursuant to procedures established by the General Manager;
 - 3. If utilizing the Fitness Center, at the Fitness Center pursuant to procedures established by the General Manager; and
 - 4. If using the Card Room, pursuant to procedures established by the General Manager.
 - H. Pool guests do not need to be registered.
 - I. Dining Guests (as described below in paragraph 11. A.) do not need to be registered.
3. **Regular Golf Guests:**
- A. A Regular Golf Guest is a person **who is not:**
 - 1. An Immediate Family Guest;
 - 2. A Registered House Guest;
 - 3. A Single Equity Member Guest; or
 - 4. A Designated Companion (as described below in paragraph X.)
 - B. The same person can only be invited as a Regular Golf Guest a total of no more than:
 - 1. Three times in a calendar month; **and**
 - 2. No more than 10 times in a calendar year.
 - C. The limitations set forth in the preceding paragraph apply notwithstanding if the person is being invited as a Regular Golf Guest by different Members.
 - D. A Regular Golf Guest must always be accompanied on Club property by the host Member.
 - E. Tee times for Regular Golf Guests shall, unless otherwise provided for by the Director of Golf or the General Manager, be no earlier than 11 am.
 - F. Persons invited as a guest to events sponsored by the Club, which include the use of the golf courses, shall not be treated as a Regular Golf Guest.
 - G. Regular Golf Guests are not permitted to participate in tournaments other than events that specifically permit guests.
 - H. The host Member is obligated to pay the Regular Golf Guest fees in an amount as established by the Board.

- I. Violation of this Section 3 may subject the host Member to the grievance process set forth in the Bylaws.

4. **Regular Racquet Sports Guests:**

- A. A Regular Racquet Sports Guest is a person **who is not:**
 - 1. An Immediate Family Guest;
 - 2. A Registered House Guest;
 - 3. A Single Equity Member Guest; or
 - 4. A Designated Companion.
- B. The same person can only be invited as a Regular Racquet Sports Guest a total of no more than three times in a calendar month.
- C. The limitations set forth in the preceding paragraph apply notwithstanding if the person is being invited as a Regular Racquet Sports Guest by different Members.
- D. Regular Racquet Sports Guests must always be accompanied on Club property by the host Member.
- E. Playing times for Regular Racquet Sports Guests shall be set by the Racquet Sports Professional or the General Manager.
- F. Persons invited to events as a guest to events sponsored by the Club which include the use of the racquet sports courts shall not be treated as a Regular Racquet Sports Guest.
- G. Regular Racquet Sports Guests are not permitted to participate in tournaments other than events that specifically permit guests.
- H. The host Member is obligated to pay the Regular Racquet Sports Guest fees in an amount as established by the Board.
- I. Violation of this Section 4 may subject the host Member to the grievance process the Club's Bylaws.

5. **Regular Fitness Center Guests:**

- A. Regular Fitness Center Guest is a person **who is not:**
 - 1. An Immediate Family Guest;
 - 2. A Registered House Guest;
 - 3. A Single Equity Member Guest; or
 - 4. A Designated Companion.
- B. There is no limitation on the number of times a person can be a Fitness Center Guest.
- C. The host Member is obligated to pay the Regular Fitness Center Guest fees in an amount as established by the Board.
- D. Violation of this Section 5 may subject the host Member to the grievance process the Club's Bylaws.

6. **Regular Card Room Guests:**

- A. A Regular Card Room Guest is a person **who is not:**

1. An Immediate Family Guest;
 2. A Registered House Guest; or
 3. A Designated Companion.
- B. Regular Card Room Guests are permitted during the hours of 11 am through 4 pm, unless otherwise modified by the General Manager.
- C. During the period November 1 through May 31, Regular Card Room Guests are permitted as follows:
1. Regular Card Room Guests are permitted only on Monday, Tuesday, Thursday and Friday.
 2. Regular Card Room Guests are not permitted on Wednesday and Saturday.
 3. Members may invite up to four Regular Card Room Guests in each calendar month.
 4. The four Regular Card Room Guests referred to in the preceding paragraph may be invited on the same day or on separate days.
 5. The same person may be invited as a Regular Card Room Guest only once each calendar month, notwithstanding who is the hosting Member.
 6. Notwithstanding any of the provisions of paragraph 6. C., Single Equity Members may invite Regular Card Room Guests as follows:
 - i. One (1) guest each day;
 - ii. In addition to the preceding paragraph, once a month a Single Equity Member may invite up to four guests on the same day.
 - iii. The same person may be invited only twice in a calendar month as a Regular Card Room Guest.
 - iv. The Regular Card Room Guest of a Single Equity Member cannot be the guest of another Member in the same calendar week.
 - v. Regular Card Room Guest of a Single Equity Member are only permitted on Monday, Tuesday, Thursday and Friday.
 - vi. Regular Card Room Guest Guests of a Single Equity Member are not permitted on Wednesday or Saturday.
- D. During the period June 1 through October 31 Regular Card Room Guests are permitted on any day when the Card Rooms are open as follows:
1. No more than four Regular Card Room Guest may be invited on the same day.
 2. The same person may be invited once a week for the months of June, July and August, as a Regular Card Room Guest.
 3. The same person may be invited only twice each calendar month as a Regular Card Room Guest for the months of September and October.
 4. The same person may be invited by different Members on different days as a Regular Card Room Guest, but in no event may the same person be invited

more than a total of once a week in June, July and August and twice a calendar month in September and October as a Regular Card Room Guest.

- E. Violation of this Section 6 may subject the host Member to suspension and/or fines pursuant to Chapter 617 of the Florida Statutes and Section 6.02. D. of the Bylaws.

7. **Registered House Guests:**

- A. The host Member must be in residence during the time a Registered House Guest Pass is effective.
- B. The person receiving the Registered House Guest Pass must be staying with the host Member.
- C. No person may receive Registered House Guest Passes (i) from the same host Member which taken together exceeds 14 days in a calendar year or (ii) which in the aggregate exceeds 30 days in a calendar year, notwithstanding who is the proposed host Member.
- D. The minimum number of days for which a Registered House Guest Pass will be issued is three (3) days.
- E. During the time a person is a Registered House Guest, that person may use the Club's facilities that the host Member may use, without the necessity of the Host Member being present except that the host Member must accompany a Registered House Guest when such guest is using the golf course.
- F. A person with a Registered House Guest Pass must carry the Registered House Guest Pass whenever using the Club's facilities.
- G. Guest fees applicable to a particular Club facility shall apply to the use of such facility by the Registered House Guest, and all charges incurred by such person shall be charged to the host Member's account.
- H. A Registered House Guest cannot invite guests.
- I. The Board, in its discretion, may establish a fee for the issuance of Registered House Guest Passes.
- J. Violation of this Section 7 may subject the host Member to suspension and/or fines pursuant to Chapter 617 of the Florida Statutes and Section 6.02. D. of the Bylaws.

8. **Immediate Family Guest:**

- A. Immediate Family shall mean a Member's parents, stepparents, grandparents, step grandparents, children, stepchildren, grandchildren, step grandchildren, great grandchildren, step great grandchildren, brothers, stepbrothers, sisters, stepsisters and their respective spouses or otherwise determined by the General Manager/ Director of Golf.
- B. The host Member does not need be in residence or in the company of a person to whom an Immediate Family Guest Pass has been issued and is in effect.
- C. No person may receive Immediate Family Guest Passes /or a Registered House Guest Passes (discussed in Section 7 above) which in the aggregate exceeds thirty (30) days in a calendar year notwithstanding who is the proposed host Member.
- D. The minimum number of days for which an Immediate Family Guest Pass will be issued is three (3) days.

- E. During which time a person has an Immediate Family Guest Pass, that person may use the Club's facilities that the host Member may use, without the necessity of the Host Member being present, including the use of the golf facilities.
 - F. A person with an Immediate Family Guest Pass must carry the Immediate Family Guest Pass whenever using the Club's facilities.
 - G. Guest fees applicable to a particular Club facility shall apply to the use of such facility by a person with an Immediate Family Guest Pass, and all charges incurred by such person shall be charged to the host Member's account.
 - H. A person with an Immediate Family Guest Pass may invite guests, subject to the Rules.
 - I. The Board in its discretion, may establish a fee for the issuance of an Immediate Family Guest Pass.
 - J. Violation of this Section 8 may subject the host Member to suspension and/or fines pursuant to Chapter 617 of the Florida Statutes and Section 6.02. D. of the Bylaws.
9. **Single Equity Member Guests:**
- A. Single Equity Members are entitled to invite one guest per day without paying any guest fees.
 - B. The guest must be accompanied by the Member.
 - C. There is no limitation on the number of times that the same person may be invited as a Single Equity Member's guest (except for Regular Card Room Guests as provided in Section 6.)
 - D. All other Guest Rules must be observed except as modified as follows:
 - 1. The non-paying guest of a Single Equity Member may play golf as arranged by the Director of Golf or the General Manager.
 - 2. The non-paying guest of a Single Equity Member may use the Fitness Center as determined by the Fitness Center Director or the General Manager.
 - 3. The non-paying guest of a Single Equity Member may play racquet sports at any time as arranged by the Racquet Sports Professional or the General Manager.
 - 4. All guests of Single Equity Members may use the Pool during all hours of operation, subject to classes or other events during which use of the Pool is limited to participants.
 - E. Members whose Membership has been transferred pursuant to the "LEASES AND ASSIGNMENT OF MEMBERSHIP PRIVILEGES" Section of the Rules are not permitted as a guest under this Section 9.
 - F. A Single Equity Member who has named a Designated Companion pursuant to Section 10. below is not entitled to invite any Single Equity Member guests.
 - G. If a spouse of a Member is permanently incapacitated and unable to use any of the Club's facilities, the Board may grant the other spouse, Single Equity Member status.
 - H. Violation of this Section 9 may subject the host Member to suspension and/or fines pursuant to Chapter 617 of the Florida Statutes and Section 6.02. D. of the Bylaws.

10. **Designated Companion:**

- A. Once in each fiscal year a Single Equity Member may name a Designated Companion, who must reside with such Member in Boca Woods.
- B. The Single Equity Member must complete a Designated Companion Registration Form, available at the Membership Office.
- C. A Designated Companion may use the Club's facilities in the same manner as the designating Member.
- D. A Designated Companion may not serve on any Club or POA Committee the Board and may not vote.
- E. A Single Equity Member who has named a Designated Companion is responsible for the full dining room minimum and service charges for the fiscal year and is responsible for all expenses incurred by the Designated Companion.
- F. Notwithstanding any of the foregoing, Designated Companions so designated and approved prior to January 1, 2015, shall not be required to reside in Boca Woods.
- G. Suspended Members, former Members with a past due balance due to the Club or the POA, domestic workers and health care aides cannot be a Designated Companion.
- H. A Single Equity Member who has named a Designated Companion is not entitled to invite non-paying guests pursuant to Section 9 above.
- I. It is the purpose of this Rule to permit a Single Equity Member to name a Designated Companion in accordance with the following criteria:
 - 1. One adult who is in a "couple" relationship with the Single Equity Member; or
 - 2. One adult Immediate Family person residing with the Single Equity Member.
- J. The Board has the right to temporarily, or permanently, suspend the rights of a Designated Companion for any violation of the Rules, or, if the Board determines that, the designation is inconsistent with the purpose of this Rule.
- K. The provisions of this Section 10. shall not be used to create a "Joint Membership."
- L. A Designated Companion can bring guests, subject to the provisions of these Rules.
- M. A Designated Companion, living with a Single Equity Member at the time of the Single Equity Member's death, may continue to live in the Single Equity Member's residence and enjoy Club the privileges enjoyed by the deceased Single Equity Member, upon the written consent of the legal representative of the deceased Single Equity Member's Estate or Trust.
- N. If a Designated Companion is utilizing paragraph M. above, the Club will consider the Estate or Trust to be a Lessor and the Designated Companion to be a Lessee, regardless of whether or not any monetary consideration is paid by the Designated Companion during the time of his/her occupancy of the residence.
- O. The occupancy of the residence and the use of Club privileges will be subject to the Rules, except the Rule on limitation of transfer of Membership rights.
- P. The Designated Companion may not use the Club's facilities until the Designated Companion Registration Form has been completed, the application fee (as determined by the Board) has been paid, and the three officers of the approve the application.

- Q. A Designated Companion may not name a Designated Companion.
- R. Violation of this Section 10 may subject the host Member to suspension and/or fines pursuant to Chapter 617 of the Florida Statutes and Section 6.02. D. of the Bylaws.

11. **Dining Guests:**

- A. A person who is not a Member using the dining facilities of the Club is a Dining Guest.
- B. Except as limited by General Rule 13. a. of these Rules, there is no limitation with respect to the number of times a person can be a Dining Guest.
- C. An Immediate Family person, who is not a Member and who resides with a Member, may have unaccompanied, unlimited dining-only privileges for a fee equal to a Single Equity Member's monthly service charge. Such person: (a) will sign for charges with the resident Equity Member's number; and (b) cannot not bring guests.
- D. Health care aides may be Dining Guests.

HOUSE (DINING) RULES

1. **Charges**

- A. Each Membership will be subject to an annual minimum charge for food and beverage as established by the Board (the "Dining Minimum").
- B. The cost of dining and beverages for a party of more than 12 people, 10 or more of which are not Members ("Large Parties"), will not be credited towards the host Membership's Dining Minimum.
- C. For Large Parties, the host Membership will be charged a 20% gratuity.
- D. For each Large Party of less than fifty people, the Membership hosting such event must agree to a contract or Function Sheet, provided by the Food and Beverage Department.

2. **Service**

- A. Members are responsible to review their reservation confirmation emails. The details within the email confirmation represents a commitment by the Member. For events where the promotional materials state that there is a cancellation policy in effect, any cancellations must be made prior to the specified date, or charges may apply. Cancellations or changes will be confirmed by receiving an email confirmation or number from the Club for such event.
- B. Dinner dining requires reservations to ensure seating. Member walk-ins (without reservations) will not be guaranteed seating and will be seated at the discretion of Management at a time and location that will not interfere with reserved reservations.
- C. In its discretion, Management may enforce dinner reservation times.
- D. Management may refuse service to a person in the main dining room, bar/lounge area, card rooms, Sunset Terrace and Cabana Grille (the "Food and Beverage Areas") whose demeanor is offensive.
- E. Entrance to the Food and Beverage Areas requires compliance with the applicable Dress Code. The applicable Dress Code shall be set forth in the promotional material relating to events.

- F. Attendance at any evening special event by persons under 14 years of age requires approval of Management.
- G. Persons must be at least 21 years of age to order, buy or consume alcoholic beverages on Club property.
- H. More than one person sharing one order of food is not permitted in the Food and Beverage Areas.

3. **Conduct**

- A. Food or beverages (exclusive of bottled water or food for infants) shall be brought onto Club property only if provided by the Club or approved by Management.
- B. Food obtained from buffets, salad bars, carving stations, candy, fruit and pastry displays, and the site of special events, may not be removed from the Clubhouse, Cabana Grille, Racquet Sports Pavilion or site of the special event unless approved by Management; food at paid special events is for paying participants only.
- C. Smoking is prohibited in all indoor facilities of the Club, outdoor dining areas and within 75 feet of any entrance to the Clubhouse or the Cabana Grille.
- D. Athletic equipment is permitted in the Cabana Grille and the Sunset Terrace, but not in the other Food and Beverage Areas.
- E. Talking on cellular telephones is prohibited in the Food and Beverage Areas. Cell phones must be silenced in the Food and Beverage Areas.
- F. Management is to be notified in advance of the need for service animals in the Food and Beverage Areas. Staff may make limited inquiries as permitted under the Americans with Disabilities Act (ADA) or Florida law.

4. **Events**

- A. The General Manager reserves the right to limit the number of people in attendance at specific events or dinners, which limitations shall be set forth in the promotional material relating to such event or dinner.
- B. Any event hosted by a Member on Club facilities involving dining and beverages for 50 or more people, must:
 - a. Be approved in writing by the General Manager;
 - b.
 - c. Only use food and beverages provided by the Club unless otherwise approved by Management.
- C. Any event not hosted or paid for by a Member must be:
 - d. Be approved in writing by the General Manager; **and**
 - e.
- D. Any event which includes the closing of any of the Club's facilities must:
 - f. Be approved in writing by the General Manager and the Executive Committee;
 - g. Only use food and beverages provided by the Club; and

- h. Be subject to a written agreement approved by the Chairs of the Legal Committee.

5. Dress Code

The Board has established the following dress code standards to promote the level of expected decorum at the Club. It is the responsibility of each Member to adhere to these standards and to inform their family Members and guests of the dress code policy. Management is empowered to enforce these standards and request adherence to the dress code policy. In instances of differing opinions, Members shall abide by the interpretation of Management.

Standards of Dress

The following standards of dress apply to the various range of activities throughout the Club:

- The dress code applies to all persons 13 years of age, and older.
- **Relaxed Attire (“RA”)** – The minimum accepted casual dress within the Clubhouse.
- **Daily Attire (“DA”)** – The accepted attire for events designated as DA.
- **Club Attire (“CA”)** – The accepted approach to dress after 5 PM within the Clubhouse from November 1 through May 31, except that in the bar area, the Daily Attire acceptable for Golf Activities (as described in the Specific Rules for Golf Activities, Pickle ball, Racquet Sports and the Fitness Center) is acceptable at all times other than (i) Fridays after 6:30PM, (ii) during special events requiring Club Attire or Country Club Attire, or (iii) as otherwise posted.
- **Country Club Attire (“CCA”)** – A higher standard of dress, applied to various events and activities befitting a higher level of decorum.

Management will inform Members of the standard of dress applicable to each activity throughout the Club if it varies from the standards.

THE FOLLOWING LISTED ATTIRE ARE **NOT ACCEPTABLE**, AS LISTED FOR THE VARIOUS STANDARDS OF DRESS:

Unacceptable attire for the Cabana Grille:

- Undershirts (but tee shirts including logo and/or graphic tee shirts are permitted)
- Swimwear (unless hidden by a cover up)
- Exposed undergarments
- See-through clothing that reveals undergarments or that fails to conceal private body areas
- Golf shoes with metal spikes
- *Note: Clothing and footwear are required*

Unacceptable Relaxed Attire (RA) within the Clubhouse (10471 Boca Woods Lane):

- Anything that is unacceptable for Cabana Grille

- With the exception of entering and exiting the North door (breezeway) for the purpose of access to the locker rooms, the following are unacceptable attire for the Clubhouse:
 - Undershirts, logo and/or graphic tee shirts; exception, Boca Woods tee shirts
 - Sleeveless shirts or tank tops for men
 - Swimwear
 - Wet and/or sweaty exercise clothing
 - Gym shorts, basketball shorts and bicycle shorts
 - Medical scrubs
 - Flip flops of any kind and slide on rubber or plastic sandals. (This does not include leather or other “stylish” thong sandals)

Unacceptable Daily Attire (DA):

- Anything that is unacceptable Relaxed Attire
- Running shorts, gym shorts or bicycle shorts
- Backwards hats or visors
- Exercise clothing

Unacceptable Club Attire (CA):

- Anything that is unacceptable Daily Attire
- Shorts
- Any jeans that are frayed, torn, ripped, and/or have holes (including designer distressing)
- Sports hats/ caps and visors
- Fitness spandex (with the exception of plain black or white spandex not worn as a top layer)

Unacceptable Country Club Attire – Special Events/Holidays (CCA):

- **Anything that is unacceptable Club Attire**
- Blue jeans and cargo pants
- Athletic tank tops for ladies (as noted above, tank tops for men are unacceptable Relaxed Attire)

6. Specific Rules for Golf Activities, Pickle ball, Racquet Sports and the Fitness Center

The following Rules apply specifically to golf activities (playing golf and use of the practice facilities), pickle ball, Racquet Sports and the fitness center. These Rules apply to all ages, including persons under the age of 13, when engaged in these activities:

Golf Activities

- Daily attire as described above is required, except that jeans, Racquet Sports shorts, Racquet Sports skirts, cargo shorts and cargo pants are not permitted.

- Men's shirts must have sleeves and a collar.
- Women's shirts must have sleeves or a collar (but can have both); collared tank top-style golf shirts are permitted for women
- Golf shoes or athletic shoes are required, sandals are not permitted

Pickle ball and Racquet Sports

- Shirts are required
- Men's shirts may be sleeveless but must be finished at the shoulder and not be cut.
- Tank tops are not permitted for men
- Women may wear tank tops, but sports bras are not permitted as a top.
- Proper flat bottom footwear is required for the har-tru (clay) Racquet Sports courts
- Non sole marking/black bottom shoes are required for the pickle ball courts

Fitness Center

- Closed toed athletic shoes are required in the cardio and weight areas of the fitness center

Notable Exceptions:

Management reserves the right to assign the standards of dress for the various activities and events held by the Club. Management may temporarily adjust the dress code, with notice.

In the interest of promoting an environment of hospitality, Management discretion applies to the Sunset Terrace where exceptions to the code may, at the sole discretion of Management, be allowed.

During the summer season, June 1 through October 31, unless otherwise specified by management, Daily Attire is the prevailing standard of dress after 5pm within the Clubhouse.

CABANA GRILLE RULES

1. Food purchased at the Cabana Grille may not be consumed in the Clubhouse.
2. All bathers must wear a cover up and footwear in the Cabana Grille. Bathrobes are only appropriate in the Pool area and Cabana Grille until 11:00 AM. No wet bathing suits, or other wet clothing, is allowed in the Cabana Grille.

LOCKER ROOM RULES

1. The Club is not responsible for loss of valuables, clothing, shoes, golf and/or racquet sports equipment or other personal property from lockers or the Locker Room.
2. Consumption of and/or storing of food or beverages in the Locker Rooms is prohibited.
3. Bath, face towels and cosmetics supplied by the Club are for use in the Locker Rooms only and are not to be removed.

4. Only Members and their guests are permitted to use the Locker Room facilities.
5. The Locker Room Manager or Locker Room Attendants will assign all lockers.
6. Members may not share lockers.
7. Members and guests must wear clothes, proper wraparounds or robes before or after showering or while shaving, etc. while in the Locker Rooms.
8. Signs, notices or the like may be posted on the Locker Room bulletin boards only, and only with the approval of the General Manager or Club Officer.
9. Card playing in the locker rooms is prohibited, unless authorized by the General Manager.
10. Shoes and other items of clothing must be clear of the aisles at all times.

CARD ROOM RULES

1. The Board shall have the right to prohibit the playing of any games on Club property that may be inappropriate or detrimental to the interests of the Club.
2. Children under eighteen 18 are not permitted in the Card Rooms.
3. The reserving of tables in the Card Rooms is prohibited.
4. Only food and beverages provided by the Club for card players are allowed in the Card Rooms.
5. Use of radios, talking on cell phones, portable TVs or any other electrical device is not permitted in the Card Rooms.
6. Members and guests must refrain from using loud, abusive or profane language. Consideration of your fellow card players is required.

POOL RULES

1. Only swimming attire is permitted in the pool.
2. Cover-up clothing and footwear must be worn to and from the pool area.
3. Children not toilet trained are only permitted in the pool wearing swim diapers.
4. Children under sixteen 16 years of age are not permitted in the pool area unless they are under the supervision of an adult who is present.
5. Swimming is permitted only during posted hours.
6. The pool may be closed by the Fitness Center when an exercise class is in progress.
7. Showering is required before entering the pool.
8. Bathers who have left the pool area for a short time must wash their feet before using the pool again.
9. Running or other dangerous behavior is prohibited.
10. Media devices, radios and TVs will be permitted if their operation does not disturb others.
11. Beverages are permitted in the Pool area only in non-breakable containers.
12. The Club will not assume and shall have no responsibility for any injuries incurred on the premises, or for any loss or damage to personal property.
13. Only food provided by the Club, or food for children under 3 years of age, shall be brought into

the pool area.

14. Smoking is not allowed in the pool area.

PARKING LOT RULES

1. Parking is permitted only in the designated areas.
2. Parking of automobiles on the grass by Members or guests is prohibited.
3. Cars may not park in the semi-circular driveway at the front entrance of the Clubhouse.
4. The Club is not responsible for damage to any parked vehicle, or any valet-parked vehicle.
5. Members are prohibited from parking in the employee parking lot on the south side of the kitchen.
6. Handicap parking is available only when the designated handicapped person is transported a vehicle with a valid Florida handicap tag.

GOLF RULES

1. USGA Rules of Golf will govern all play unless modified by Local Rules. The Golf Professional shall interpret those Rules as necessary.
2. Each player shall be required to have his own set of clubs and two players or more shall not play with the same set or from the same bag.
3. All golfers must check in with the Starter or Golf Shop before each round of golf. All golfers who have not paid annual Trail Fees and golfers with guests must register in the Golf Shop.
4. The Golf Governing Committee, in conjunction with the Professional Staff, shall have charge of all play and shall supervise all starting arrangements.
5. Any person assigned a starting time is encouraged to call to cancel by 4:00 PM the day before if he or she is unable to play.
 - A. Only Members may play before 11:00 AM. However, the Golf Professional may permit a non-Member to play before 11:00 AM.
 - B. Guests must be registered at the Golf Shop. If the Golf Shop is closed, a Member must leave a voice mail with the Golf Shop advising that the Member is playing with a guest or guests.
6. All play must originate on the 1st or 10th tee of each course (except for shotguns) as determined by the Golf Staff or the Starter.
7. Twosomes will not be permitted on the courses without the permission of the Golf Staff. The Starter will try to arrange threesomes or foursomes whenever possible. Fivesomes, or more, will **NOT** be permitted on the courses without permission from the Golf Staff.
8. No practicing is permitted on or from fairways, greens, or bunkers. Practice areas are provided for these purposes.
 - A. Slow play is detrimental to the enjoyment of golf. Slow players, with a clear hole ahead of them, must invite the group behind them to play through.
 - B. The Golf Staff has full authority to ensure proper pace of play and etiquette, and to report infractions.

- C. Players must keep pace with the group ahead.
 - D. To insure proper pace of play, when there is a hole open in front of a slow group, the Golf Staff shall have the authority to ask the slow group to speed up play, to stand aside and allow the following group to play through or to pick up their balls and proceed to the next tee.
 - A. Players stopping for lunch or refreshments during the course of a round will lose their position; they must notify the Starter when they stop. Players must get permission from the Starter to resume play.
 - B. In the absence of the Starter, the alternate feed system will prevail.
9. Golfers are required to:
- A. Enter and leave a bunker at the lowest point, and carefully rake all depressions before leaving.
 - B. Repair all ball marks on the greens.
 - C. Fill divots with top dressing.
13. All golfers are required to wear proper golf attire when using any of the golf facilities, including practice areas. Women are required to wear tops with sleeves or collars. Men are required to wear shirts with sleeves and collars. In addition:
- A. No blue jeans, blue jean shorts, T-shirts, halter-tops, tank tops or undershirts are permitted.
 - B. No Racquet Sports or running shorts are permitted.
 - C. No bathing attire is permitted on the golf facilities.
 - D. The Golf Staff shall be the arbiter of proper Golf Attire.
14. Changing of clothing must be done in the Locker Rooms.
15. Fishing is forbidden in areas affecting golf play.
16. Unless authorized by the General Manager, the golf courses shall not be used for any purpose other than playing golf.
17. Driving range balls are for use on the driving range and practice bunker. At no time is their use on the golf courses permitted.
18. Loud, abusive or profane language, club throwing or hitting balls indiscriminately are prohibited on the golf courses.
19. Ball hawking is prohibited on the golf courses when the golf courses are open for play.
20. All complaints, comments and suggestions with respect to golf course procedures must be in writing, signed and addressed to the Golf Governing Committee Chairperson.
21. Pets are not allowed on the golf courses.
22. **Women's Golf Committee and Men's Golf Committee**
- A. Women's Golf Committee ("WGC")

- i. The WGC will administer all women’s golf events other than those administered by the Golf Professional Staff (as provided in these Rules) and the weekly tournaments described in the next section.
 - ii. The WGC shall create a Women’s Golf Association (“WGA”) which will be a voluntary association with the power to collect dues from its members and to establish weekly golf tournaments and events exclusively for its members.
 - iii. The WGA may create its own governance rules, so long as such rules are not in conflict with the Club’s governing documents or due process under Florida law. Notwithstanding the foregoing, nothing in these Rules preclude any officer or Executive Committee member of the WGA from being the chair or a member of the WGC.
 - iv. The WGA Executive Committee will establish dues for the WGA.
- B. Men’s Golf Committee (“MGC”)
 - i. The MGC will administer all men’s events other than those that administered by the Golf Professional Staff (as provided in these Rules) and the weekly tournaments described in the next section.
 - ii. The MGC shall create a Men’s Golf Association (“MGA”) which will be a voluntary association with the power to collect dues from its Members and to establish weekly golf tournaments and events exclusively for its Members.
 - iii. The MGA may create its own governance rules, so long as such rules are not in conflict with the Club’s governing document or due process under Florida law. Notwithstanding the foregoing, nothing in these Rules preclude any officer or Executive Committee member of the MGA from being the chair or a member of the MGC.
 - iv. Dues for the MGA will be established by the MGA.
- 23. For the purposes of the Bylaws Section 4.02 Social/Racquet Sports Members, while taking a golf lesson with a Golf Professional or an authorized Golf Professional, the golf course shall be considered as a practice facility.

GOLF CART RULES

- 1. Anyone using a golf cart¹ on Club property (the “User”) must exercise good judgment and reasonable care in the operation of such cart and to abide by the Rules of the Club governing their use of such cart on property of the Club (the “Club Property”).
- 2. A User of a cart owned or leased by the Club (“a Club cart”) will promptly return it following the completion of its authorized use. Such cart must be returned in the same condition as received and to reimburse the Club for any damage to such cart.
- 3. The User of a Club cart agrees to indemnify and hold harmless the officers, directors and employees of the Club from all damages, judgments, court costs, attorney’s fees or other

¹ For purposes of these Rules, “Golf Carts” or “Carts” include but are not limited to single passenger vehicles and two passenger three wheel vehicles.

expenses incidental to, and incurred by the Club, arising from the use and operation of any such cart.

4. A User must be at least 14 years old and must be familiar with the operation and use of golf carts.
5. The use of a golf cart is mandatory to play golf on the Club's golf courses, except as provided in the Golf Walking Rules. In addition, alternate modes of transportation are allowed, only if approved in writing by the Director of Golf.
6. Only carts owned by or leased by the Club, or owned or leased by Members, are permitted on the Club's golf courses.
7. Users must obey all traffic signs.
8. Effective January 1, 2024, carts may not be driven on Club property at night unless they are fitted with running lights and brake lights and the lights are in use.
9. All Members must register and pay a cart rental fee for all guests.
10. A Member with a paid current trail fee may use a Club golf cart without paying a rental fee if his or her golf cart is under repair, or in use by a co-owner. A daily cart fee will apply if use during the repair exceeds 30 days.
11. Golf cart instructions posted at the starting area must be observed.
12. A cart must not be driven through or into a hazard, or on the slopes of bunkers, lakes, or waterways. A cart must not be driven on the approach fairway area between the markers.
13. Users shall be careful to avoid soft or low areas on fairways, especially after rains. Whenever wet conditions prevail, carts must observe indicated traffic directions.
14. Users driving to or from the Club must use the streets of the Boca Woods Property Owners' Association, Inc., or designated entry and exit routes as follows:

Enter or Exit:	#1 Woods (Anytime) #9 Lakes (Anytime)
Enter only:	#8 into #9 Woods (Anytime) #18 Woods (Anytime) #9 Lakes (Anytime) #18 Lakes (Anytime)
Exit only:	#1 Woods into #2 Woods to Highland Circle (Anytime) #10 Woods into #11 Woods to Boca Woods Lane (Anytime) #10 Lakes to #11 to Boca Woods Lane (Anytime)
15. All golf carts entering or exiting the golf courses must stop and yield to playing golfers. If behind playing golfers, wait for them to hit, follow behind at a safe distance or, if waved through, proceed quickly to allow them to continue with a proper pace of play.
16. If golfers are on a green, stop at a reasonable distance away and wait for them to hole out. Do not ride through this area until golfers are finished or have waved you ahead.

17. Member owned golf carts used on the golf courses will be allowed in sold stock colors from EZ-Go, Yamaha and Club Car. All other colors require approval from the Golf Governing Committee.
18. Effective January 1, 2024, User's carts must have the User's Membership number on both sides of the cart. User's carts must also have the Member's name(s) on the cart, which may be first name, nickname and/or last name.
19. No more than two adults, (individuals 16 years of age or older), may ride in a cart on the golf courses.
20. Cart restrictions noted on rental or borrower agreements must be observed.
21. Annual Trail Fee Program:
 - A. A Membership who acquires and maintains a golf cart in compliance with these Rules may pay an Annual Trail Fee in lieu of a daily fee.
 - B. The Board will set the Annual Trail Fee.
 - C. Annual Trail Fees (and applicable sales taxes) are an annual charge, billed in October. Memberships have 30 days to accept or decline the Annual Trail Fee privilege by notifying the Accounting Office.
 - D. Trail Fees will not be prorated for existing Memberships and may not be discontinued during the Club's fiscal year.
 - E. New Memberships wishing an Annual Trail Fee will have that fee prorated.
 - F. Members who sell their home and elect not to remain a Member of the Club will have their Annual Trail Fee prorated.
 - G. New Memberships have 12 months from their closing date to take advantage of a prorated Annual Trail Fee. Fees will be prorated as of the first day of the enrollment month.
 - H. All golf carts on the Annual Trail Fee Program must display the Annual Trail Fee decal on both sides of the cart.
 - I. A Membership without a paid current Annual Trail Fee must register and pay a fee for each daily golf play, which fee will be set from time to time by the Board.
22. Any damage to Club property by the use of a golf cart by any Member or his/her guest will be charged to the Member.
23. Except for golf carts or Low Speed Vehicles ("LSV") with a valid State issued handicap card sticker or placard that is displayed in the golf cart or LSV, golf carts or LSVs may not park in designated Handicap motor vehicle parking spots ("Handicap Spots") or in the clearly striped areas next to the designated Handicap Spots is prohibited. Violations will result in a \$250.00 fine for each violation and will be added to the violating Membership's Country Club Statement.

GOLF WALKING RULES

- A. Golfers will be allowed to walk a golf course or portion of a golf course designated by the professional golf staff.
- B. Walking golfers must check in with the golf shop or cart barn before beginning play and will be responsible for the same fees they would otherwise be responsible for if they were using a golf cart.

C. Walking golfers under this Rule are obligated to comply with all other golf rules as provided herein.

GOLF HANDICAP RULES

Handicapping will be in accordance with the USGA Golf Handicapping System. The Handicap of any player, who does not record all scores or otherwise does not observe the spirit of the USGA Handicapping System, may have their Handicap adjusted by the Handicap Committee.

GOLF TOURNAMENT RULES

1. Participation in a Club tournament requires a Boca Woods Handicap or an approved USGA Handicap Index.
2. Membership in the MGA or WGA is required to participate in any golf tournament sponsored by either of these groups.
3. All Members who wish to participate in a tournament must sign up in the Golf Shop in order to play.
4. In tournament play, entrants must play in their assigned spot.
5. Children living in a Boca Woods household that has golf privileges can participate in Club tournaments, providing they have an official USGA Handicap and are certified by the Golf Professional.

PRIVATE GOLF TOURNAMENTS

Charity and outside private golf tournaments must be approved by the Golf Governing Committee and the Board.

CHILDREN'S GOLF RULES

1. Children under 12 years of age may use the driving range, chipping area and putting green under adult supervision, or with permission from the Golf Professional.
2. Guests 18 years of age and under may play golf after 2:00 PM with no guest fee when accompanied by an adult Equity Golf Member or Executive Member or at the discretion of the Director of Golf, except that any applicable golf cart rental fees apply.
3. Children under 12 years of age must be approved by the Golf Staff for play on the course.

RACQUET SPORTS RULES

1. Membership in the Racquet Sports Club is required to participate in all tournaments and/or events sponsored by this group.
2. The Racquet Sports Committee, in conjunction with the Racquet Sports Director, will plan, arrange, and manage all racquet sports tournaments. Unless otherwise specified by the Racquet Sports Director, tournament and league play are open to Members only and renters with Club privileges. However, the Club Championship is limited to Club Members only.
3. The Racquet Sports Director shall determine court scheduling and whether courts are playable.
4. Doubles play will have priority from 8:00 AM to 12:00 PM daily.
5. Members must register their guests for racquet sports and are responsible for the Racquet Sports Guest Fees.
6. Reciprocal agreements will be honored on specified days only.

7. Children's Racquet Sports Rules:
 - A. Children five (5) years of age and under are not permitted in the Racquet Sports area pavilion unless supervised by an adult.
 - B. Children between the ages of six (6) and twelve (12) must play in the presence of an adult.

CODE OF CONDUCT & RACQUET SPORTS ETIQUETTE

1. Proper racquet sports attire must be worn on the racquet sports courts.
2. Proper racquet sports etiquette shall be observed on the racquet sports courts.

FITNESS CENTER RULES

1. All Members and guests must register in the Fitness Center as determined by the Fitness Director or the General Manager ("Management").
2. Proper footwear must be worn at all times in the Fitness Center.
3. Perfumes and colognes shall not be worn in the Fitness Center.
4. Members and guests must clean each piece of equipment, after using, with the provided wipes.
5. Members and guests must use a provided towel when participating in classes and using equipment.
6. No eating or drinking is permitted in the Fitness Center, except for sports bottles or other restricted-flow containers.
7. Talking on cell phones is not permitted anywhere in the Fitness Center.
8. The Board will set the guest fees for the Fitness Center.
9. Cancellation fees regarding personal training and massage sessions will be set, from time to time, by the Board.
10. Management has the right to: (a) set time limits for use of the equipment; and (b) set policy for classes and other events sponsored by the Fitness Center.
11. Notwithstanding the provisions of any Guest Rules, no one under 8 years of age can use the Fitness Center.
12. Members 8 to 12 years (the "Permitted Child Members") are permitted to use the Fitness Center:
 - A. Under the direct supervision of his or her parent, legal guardian, an approved adult, or a Boca Wood's trainer;
 - B. For the purposes of this Rule 12, an "approved adult", can only act as such for one Permitted Child Member at a time.
 - C. In conformity with the Fitness Center Policies as established from time to time by Management; and
 - D. The parent's or legal guardian's:
 - i. Written permission authorizing specific the types of training;
 - ii. Signed liability waiver in the form specified by the Club;

- iii. Delivery to the Fitness Director of a written statement from a medical doctor authorizing specific types of training; and
 - iv. Receipt of prior written approval of Management, which approval will set out the specific conditions under which Permitted Child Members may use the Fitness Center.
13. Members or guests 13 years of age or older are permitted to use the Fitness Center.

LEASES AND ASSIGNMENT OF MEMBERSHIP PRIVILEGES

1. All Leases, or extensions or modifications of existing Leases (hereafter “Leases”), submitted for approval, as provided in these Rules, after September 1, 2017, purporting to transfer the Lessor’s privileges in Club shall be in writing. All Leases:
- A. Must be approved in writing by the POA pursuant to (i) its Rules, and (ii) the Amended Declaration of Covenants, Restrictions and Easements for Boca Woods; and
 - B. Must contain the following clause:

Lessor by this Lease assigns and transfers to Lessee for the term of this Lease, all of Lessor’s Membership rights and privileges regarding Boca Woods Country Club Association, Inc. During the term of this Lease, Lessor shall not have any Boca Woods Country Club Association, Inc. privileges (other than Membership rights derived through ownership of another property in Boca Woods). However, Lessor retains all voting rights as a Member of the Boca Woods Country Club Association, Inc. Notwithstanding any of the Lease’s provisions, the Lessor shall remain liable for all Boca Woods Country Club Association, Inc. dues, assessments, minimum spending requirements as well as all charges incurred by the Lessee. Lessee agrees to abide by the Boca Woods Country Club Association Rules & Regulations (the “Rules”) and agrees to be subject to any disciplinary actions under the Bylaws of the Boca Woods Country Club Association, Inc. and/or the Rules.
2. In addition to the foregoing:
- A. For Lessees who have not enjoyed Membership rights or are a Lessee in a lease executed and submitted for approval after September 1, 2017, the maximum period of time a Lessee may enjoy Membership rights and privileges in the Club shall be one year. For the purposes of this Section 2, a Lessee includes anyone who enjoys Membership privileges under a Lease subject to this Rule;
 - B. Lessees who have had Membership rights or are a lessee with rights in a lease executed and submitted for approval prior to September 1, 2017, the maximum period of time a Lessee may enjoy Membership rights and privileges in the Club shall be two years;
 - C. The term of the Lease and the period of time of the transfer of Membership must be the same;
 - D. All Lessee’s charges for dining shall be applied to Lessor’s minimum spending requirement;
 - E. Except as provided in paragraph 2.F. below, a transfer fee of \$1,500 plus tax must accompany all Leases submitted for approval;

- F. As of April 1, 2016, all Leases purporting to transfer a Lessor's privileges in the Club, which Lease is not the first Lease of Lessor's property on or after April 1, 2016, are subject to a transfer fee of 20% more than the transfer fee required in connection with the Lease of Lessor's property subject to the Lease immediately prior to such Lease. However, in no event, will the transfer fee exceed \$3,500.
- G. Any Lease in existence as of April 1, 2016 shall not be subject to paragraphs 2.E. and F. above.
- H. Property purchased in the Boca Woods community for which the closing of title occurs on or after October 1, 2017 shall be allowed no more than one lease of not less than 6 months nor longer than 12 months during the three year period commencing with the closing of the title on such property. Such lease shall be subject to all other provisions of this Rule.
- I. Any Lease, which is terminated for any reason, will not result in the restoration of the Lessor's Membership privileges in the Club until at least six months have elapsed in the term of such Lease.
- J. A representative of the Membership Committee shall interview each prospective Lessee and provide them with a copy of the Club's and POA's Bylaws and Rules and Regulations.
- K. The Board may deny Membership privileges to a prospective Lessee, if such Lessee has a criminal record and such denial is otherwise compliant with Federal and State law.
- L. Lessees may join the Men's and Women's Golf Association and Racquet Club. Lessees are not eligible to participate in the major championship tournaments.
- M. If any Lease provides for the payment of more than the first month's rent, the last month's rent and one month's security, the Lessor shall, prior to the Lessee being eligible to enjoy Membership rights and privileges of the Club pay to the Club the dues for all months for which prepayment has been received by the Lessor.
- N. Notwithstanding any other provisions of these Rules, no temporary assignment of the rights and privileges associated with the Club is effective unless made in conjunction with a Lease pursuant to POA's Declaration (as amended from time to time), Bylaws and Rules and Regulations.

RULES REGARDING THE PURCHASE OF A SECOND HOME

1. DEFINITIONS

The following terms have the indicated defined meaning for the purposes of this Second Home Rule:

- A. "Club Member" means a holder of title to a Home (defined below) or his/her or its designee that is Member of the Club.
- B. "Exempted Transfers," means transfers of title to a Home to the persons or entities described in Sections 3.07 and 3.08 of the Bylaws.
- C. "First Home" means the Home in which the Purchaser (defined below) has title prior to the Second Home Closing (defined below).
- D. "Governing Documents," means the Amended Declarations of Covenants, Restrictions and Easements for the Club.
- E. "Home" means a "Unit" as defined in the Governing Documents.

- F. "Homes" mean the First Home and the Second Home (defined below).
 - G. "Membership" means a Membership in the Club.
 - H. "Purchaser" means a current holder of title of a Home who purchases a Second Home.
 - I. "Qualified Rental" means the rental of either of the Homes pursuant to the Governing Documents and these Club Rules.
 - J. "Second Home" means the Home purchased by the Purchaser while still holding Title to the First Home.
 - K. "Second Home Closing" means the closing of title on the Second Home.
 - L. "Seller" means the seller of title to the Second Home.
 - M. "Seller's Bond" means Seller's Bond respecting the Seller's Membership.
2. All transfers of title to a Home, except Exempted Transfers, are required to include a Membership necessitating the payment of the costs applicable to the Club's: (i) Bond; and (ii) initiation fee.
 3. Purchases a Second Home the following Rules apply:
 - A. Prior to the Second Home Closing, the Purchaser must pay for a Bond as applicable to the Second Home or there must be written agreement: (a) between the Purchaser and the Seller to defer redemption by the Club of Seller's Bond, which agreement must be approved in writing by the Club; or (b) between Purchaser and the Club to pay the Club an amount sufficient to permit the Seller's Bond to be redeemed, with the balance, if any, of the Seller's Bond, to be deferred under the conditions in *Paragraph G* below, which agreements must be substantially in the form maintained by the Club and available for inspection at the Club's offices during its normal business hours.
 - B. Prior to the Second Home Closing, the Purchaser must pay the Club initiation fee applicable to the Second Home or there must be written agreement between the Purchaser and the Club to defer the payment the Club initiation fee under the conditions in *Paragraph H* below.
 - C. The Purchaser shall present one of the signed agreements referenced in *Paragraph A* and the agreement referenced in the immediate preceding paragraph to the Club's Controller and tender all required payments at least three (3) business days prior to the Second Home Closing.
 - D. Notwithstanding any of the above, this Second Home Rule shall only apply if title to the First Home has been in the name of the Purchaser for no less than 12 months.
 - E. Notwithstanding any of the above, if the Seller's Bond is not eligible for redemption, the Purchaser's obligation respecting 3. A. above may be deferred under the conditions described in *Paragraph 3. G. below*, pursuant to a written agreement with the Club, substantially in the form maintained by the Club, which is available for inspection at the Club during its normal business hours.
 - F. The Purchaser's failure to: (a) sign the applicable agreement described in *Paragraphs 3. A., B. and E.*; or (b) tender all required payments to the Club, shall be deemed a waiver of all rights under this Second Home Rule, in which event the Purchaser shall pay for a

Bond and pay the Club initiation fee (both at current rates) within three (3) business day's written notice.

- G. Deferment of the Bond payment on the Second Home provided for by the agreements described in Paragraphs 3. A. or E. expires upon the earlier of: (a) the sale of either of the Purchaser's Homes; or (b) a maximum of one year from the date of the Second Home Closing.
- H. Deferment of the initiation fee payment on the Second Home provided for by the agreement described in Paragraph 3. B. expires upon the earlier of: (a) the sale of either of the Homes to a new Club Member who has purchased a Bond in connection with such new Club Member's purchase; (b) the rental of either of the Homes that is a Qualified Rental; or (c) a maximum of one year from the date of the Second Home Closing.
- I. If the First Home is sold to a new Country Club Member within one year from the date of the Second Home Closing and: (a) neither of the Homes have been the subject of a Qualified Rental and (b) the Purchaser has timely paid (i) the Bond applicable the Second Home and (ii) all other obligations to the Club and the POA are current, the Purchaser shall not be required to pay the initiation fee on the Second Home.
- J. Notwithstanding any other provisions of this Second Home Rule, during the time the Purchaser owns title to the Homes, the Purchaser is responsible for Club dues, fees and assessments for the Homes, but will not be required to meet and pay the Club dining room minimum or service charge on the Second Home.
- K. Notwithstanding any other provisions of this Second Home Rule, Qualified Rentals do not relieve the Purchaser of the obligation to pay all Club dues, fees and assessments charged on the Homes and the Purchaser will also be obligated to meet and pay the Club dining room minimum and service charge on the Homes.
- L. If the Club Member purchases one or more additional Homes in addition to the Second Home, this Second Home Rule does not apply and the benefits of this Second Home Rule are not available.
- M. Any written notices required by this Second Home Rule to be given by the Club to the Purchaser shall be by first-class United States Postal Service mail or overnight delivery to the address the Club sends its bills to the Purchaser.
- N. A Club Member may purchase a Home in which the Owner does not have a Club Membership under this Rule, under the following terms and conditions.
 - i. The Purchaser shall, in addition to the requirements contained herein, pay the Club the sum the Club is required to pay the Owner of the non-Member Home pursuant to the Club Governing Documents (six thousand dollars [\$6,000] for sales to Social/Racquet Sports Members and ten thousand dollars [\$10,000] for sales to Golf Members) which sum is nonrefundable.
 - ii. At the time of the purchase, the Home shall become a Social/Racquet Sports or Golf Member as agreed between the Purchaser and the Seller and the Purchaser shall pay the Club dues, fees and assessments pursuant to Paragraph 3. J hereof.

- iii. Payment of the Bond and initiation fee shall be deferred pursuant to paragraphs 3. A through I hereof.

EXPLANATION OF THE LEGAL/BYLAWS/RULES AND REGULATIONS COMMITTEE'S DUTIES AND RESPONSIBILITIES

1. The Committee shall consist of no less than five (5) members, including the Chairperson;
2. The Chairperson shall be appointed by the President, subject to approval of the Board;
3. If the Chairperson is not a Member of the Board, he or she shall be a Member in good standing of the Club and shall meet all qualifications, credentials, and standards set forth by the Board;
4. The Chairperson shall appoint all remaining members on the Legal Committee, in conformity with all required qualifications, credentials, and other standards as set forth by the Board, and submit them to the Board for approval;
5. The Committee shall be responsible for the following tasks and duties:
 - A. At the request of the Board, a Committee Chairperson or senior management of the Club, review and provide recommendations to the Board, a Committee Chairperson or senior management regarding the legal aspects of such contracts;
 - B. At the request of the Board review and provide recommendations to the Board regarding any legal actions taken against or by the County Club;
 - C. At the request of the Board, provide recommendations to the Board regarding any matters concerning the Club's compliance with any State, local, or federal law, rule, regulation, or ordinance;
 - D. At the request of the Board review the Club's compliance with any and all applicable State, local or federal law, rule, regulation or ordinance;
 - E. At the request of the Board, provide recommendations on any other legal matter involving, or which could potentially involve the Club, including but not limited to, lawsuits against the Club; lawsuits intended to be brought by the Country Club; lobbying; compliance with any rule, law, regulation or ordinance; the Club's governing documents; the Club's corporate responsibilities, and any other matter involving the laws, rules, regulations, codes, and ordinances of Palm Beach County, the State of Florida, or the United States of America;
 - F. At the request of the Board, communicate with and where applicable, aid the Club's attorneys on any matter involving any of the foregoing listed in subsection 5; and
 - G. Develop and recommend revisions and supplements to the Bylaws and Rules and Regulations and Regulations of the Club submitted by the various committees of the Club.
6. Notwithstanding paragraph 5, the Board may refer all of the foregoing to outside counsel.
7. All of the foregoing provisions are subject to change from time to time upon the requisite procedures and vote by the Board.
8. Except for providing recommendations to the Board as set forth above, no member of the Legal Committee who is not licensed to practice law in the State of Florida or in the federal courts located in the State of Florida shall provide legal advice or otherwise engage in the practice of law in Florida, unless otherwise provided by court order.

GRIEVANCE MEDIATION RULES REGARDING GRIEVANCES FILED BY CLUB MEMBERS AGAINST OTHER CLUB MEMBERS

Club Members who file a grievance against Club Members, and the Members subject to the grievance may agree, in writing, by signing a form prepared and approved by the Grievance Committee and the Board, which the grievance will be subject to the mediation process set forth in this Rule (the "Mediation Process").

Mediators must not be members of the Board. Both the Grievance Committee and the Board must approve who may serve as a Mediator. Mediators will attempt to resolve the grievance through the Mediation Process.

This Rule does not apply to grievances filed: (1) by the General Manager against a Club Member on behalf of staff; (2) pursuant to the Bylaws or Rules & Regulations of the Boca Woods Property Owners' Association, Inc.; and (3) against a Member of the Board.

The Grievance Committee and the Board may approve as many Mediators as they deem appropriate and those appointed Mediators shall continue to serve as long as the Grievance Committee and the Board both desire that such Club Member be a Mediator.

The Grievance Committee shall maintain a list of approved Mediators. When requested, the Chair of the Grievance Committee shall appoint a Mediator. A Mediator must not be related to the parties to the Mediation Process (the "Parties") and must not be in a relationship with either Party that would create the appearance of bias or would actually result in the Mediator being biased.

Participation in the Mediation Process shall be voluntary, and no Club Member is compelled to participate in the Mediation Process or will be coerced into pursuing the Mediation Process in lieu of the grievance procedure described in Section 5 of the Club's Bylaws.

The Parties waive all rights that they have pursuant to Section 5 of the Club's Bylaws as long as the Parties continue to agree to proceed with and participate in the Mediation Process.

Club Members may agree to participate in the Mediation Process at any time during the grievance procedure prior to the time the Grievance Committee conducts a hearing and either imposes a sanction or decides that a sanction is not appropriate or required.

Unless otherwise approved by the Grievance Committee, the Mediation Process must be complete within sixty days of the Parties' election to participate in the Mediation Process.

At any time during the Mediation Process, a Member may decide to terminate mediation and resume the grievance process. A Member that terminates the Mediation Process shall so notify the Mediator. Upon receipt of such written notice, the Mediator shall notify the Grievance Chair. Upon receipt of such written notice, the Grievance Committee shall recommence, resume and pursue the grievance procedure as set forth in Section 5 of the Club's Bylaws.

The Parties may agree in the Mediation Process to any sanction(s) or to no sanction and dismissal of the grievance.

The Mediator shall report the results of the Mediation Process, in writing, to the Grievance Committee (the "Mediated Result"). The report must be signed by the Parties and shall confirm their acceptance and approval of the Mediated Result.

The Grievance Committee shall accept the Mediated Result. If the Mediated Result includes a sanction, the Parties agree that the Mediated Result shall have the same impact as if it were the Committee's determination pursuant to Section 5 of the Club's Bylaws and the disciplined Member shall be deemed

to have waived the right to appeal the Mediated Result to the Board.

Mediated Results and the Mediation Process shall be subject to the confidentiality provision of Section 5 Paragraph F of the Club's Bylaws.

CODE OF CONDUCT FOR MEMBERS OF THE BOARD OF DIRECTORS FOR THE BOCA WOODS COUNTRY CLUB ASSOCIATION, INC.

Each member of the Board of Directors (the “Board”) of the Boca Woods Country Club Association, Inc. (the “Club”) shall abide by the following Code of Conduct. Failure to abide by any provision of this Code of Conduct will be deemed a breach of this Code of Conduct.

A Board member shall:

- Obey all applicable laws and act consistently with the Club’s Governing Documents;
- Not engage in dishonest or unethical conduct;
- Disclose any actual, likely or perceived conflict of interest on any matter before the Board and recuse himself/ herself at the earliest possible time from any involvement with that matter;
- Act in the best interests of the Club and not use information obtained as a member of the Board for personal gain;
- Refrain from any action that undermines the authority of the General Manager to perform the duties assigned or delegated to the General Manager by the Board or the Governing Documents²; and
- Keep confidential all non-public Board and Executive Committee discussions and documents (including, but not limited to, e-mails and text messages) relating to any matter that is designated as confidential or as “Attorney Client Privilege” or that at the time of discussion is designated as confidential, including without limitation Club staff and Club legal matters.

Nothing herein shall require a Board member to violate a law, commit a dishonest act or acquiesce in the commission of a violation of law or a dishonest act. A breach of confidentiality shall be deemed a Breach of Conduct and shall enable the Executive Committee and/or the Legal Chair(s) to forbid the offending Board member from attending any confidential discussion or see any document deemed to be confidential.

The obligation of confidentiality shall not apply to (i) information that is already publicly available (other than through a breach by that member of the confidentiality requirement), or (ii) information that the member of the Board has a duty to disclose under applicable law, provided the member first notifies the Chair(s) of the Legal Committee in writing of the information to be disclosed and the basis for disclosure.

Remedy for Breach of the Code of Conduct

Should three (3) or more Board members believe that another Board member has committed a breach of the Conduct Code of Conduct, they shall notify the President, Chair(s) of the Legal Committee and the offending member in writing of their concern.

The Legal Chair(s) will determine whether the facts alleged, if assumed true, would constitute a breach of the Code of Conduct. If the Legal Chair(s) determine that the facts alleged, if assumed true, would not constitute a breach of the Code of Conduct, the matter does not proceed.

If the Legal Chair(s) determine that the facts alleged, if assumed true, would constitute a breach of the Code of Conduct, the matter shall then be reviewed at a closed meeting of the Board. This meeting shall

² The Governing Documents for purposes of the Code of Conduct are; the Amended Declaration of Covenants, Restrictions and Easements for Boca Woods as recorded with Clerk of Palm Beach County, the Club’s Bylaws, Rules & Regulations and Board Resolutions.

be attended by the Chair(s) of the Legal Committee, and the Board member accused of a breach of the Code of Conduct, who shall be able to present his/her explanation why there was no breach of the Code Conduct.

If following that review a minimum of five (5) members of the Board believe that there has been a breach of the Code of Conduct, the President (or First Vice-President of the Board if the President is unavailable or is the potentially offending Board member) shall file a grievance complaint with the Grievance Committee Chair. The Grievance Committee according to the Rules governing its conduct of grievances involving Club matters shall then handle the matter.

Notwithstanding the foregoing, if the alleged breach of the Code of Conduct involves a confidential matter (as determined by the Legal Chair(s)), the matter shall be handled by five (5) members of the Grievance Committee, selected its Chairperson e(the "Hearing Committee"). The Hearing Committee shall confidentially handle the matter and render its decision, including any sanction permitted under the Governing Documents and/or Fla. Stat. 617, as though the entire Committee rendered it.

The decision of the Grievance Committee shall not be appealable.