

Phillips Landing Community Association DP No. 270051
RULES FOR HIRING OF THE CAPTAIN'S CLUB

1. Phillips Landing By-Laws

Residents and their guests must comply with DP270051 Rules and By-Laws including Captains Club By-Laws 43 to 56 of the Management Statement.

2. Bookings

- (a) Residents wishing to use the Captains Club must make a booking through Premier Strata Management PH: 9630 7500 (M-F between 9:00am -5:00pm) prior to the function being held.
- (b) Bookings must be made 14 days prior to the function.
- (c) A booking fee of \$60.00 is payable to Premier Strata Management 7 days prior to the function.

2. Supervision

The resident who hired the Club must be in attendance throughout the time of the function.

3. Decorations

- (a) Place decorations only WITHIN the Club & remove before leaving,
- (b) Use only BLU-TAC – no tape of any kind,
- (c) Ensure decorations are not taken into the pool area as they can block the filtration system.

4. Courtesy & Safety

- (a) Do not leave the swimming pool gate open,
- (b) Do not allow anyone to enter the Club in wet swimming attire,
- (c) Ball games not permitted,
- (d) Do not allow children to play in the gardens,
- (e) Show concern for other residents by keeping noise to a minimum

5. Checklist before Leaving

- (a) Remove decorations,
- (b) Clean and vacuum all Club areas,
- (c) Replace chairs and tables in the storeroom,
- (d) Remove rubbish,
- (e) Lock **all** doors (including toilet doors if tennis court or pool not being used).

6. Keys

The key is to then be returned to your Owners Corporation (Strata Representative) immediately after the function.

Thank you for your cooperation in leaving the Club tidy for other residents.

Approved at Association Committee Meeting 31/8/2026

Captain's Club – By-Laws

(These by-laws for part of the Phillips Landing Management Statement)

43. Subject to these rules, the Captain's Club ("the Club") may be used for the usual and lawful purpose of a casual club house by no more than 10 people at any one time. When properly reserved for a private function the Club may be used by up to 40 people at a time. When properly reserved for a community function open to all residents there is no prescribed limit to the number of people who may be present.

44. The Club may only be used between the hours of 8.00 am and 10.00 pm (except for cleaning purposes), with no noise to be audible outside the Club after 9.00pm. The Club may not be used:

- i. On public holidays and special calendar days (e.g. Christmas Eve);
- ii. Twice by the same resident within any 14 day period; or
- iii. for more than seven consecutive hours.

45. The Community Association must provide each Owners' Corporation with a key to access the Club.

46. Each Owners' Corporation must maintain a sign-out log of the occasions on which the key to which it has custody is used and make the log available to the Community Association upon demand.

47. A person may reserve use of the Club in the following manner:

- i. the reservation must be made through the Community Association's managing agent not less than two weeks before the date on which the Club is required or less at the discretion of the Community Association;
- ii. within 7 days of confirmation of the reservation, the person must pay to the managing agent a fee and a bond in a sum set by the Community Association; and
- iii. the person must obtain access to the Club by way of the key held by the Owners' Corporation from where the resident comes.

No person other than the person who makes the reservation and that person's invitees may use the Club during a period in which it has been reserved.

48. No damage must be caused to the Club and the Club must be left in a clean, tidy and well-ordered condition by persons using it.

49. Where damage is caused during a reserved period, the bond is held in accordance with rule 47(ii) and shall be forfeited to the extent necessary to cover such damage. Damage in excess of the Bond will be the responsibility of the resident who signed for the access key from their respective Owners' Corporation. Where damage is caused during a non-reserved period, the damage shall be the responsibility of the resident who signed for the access key from their respective Owners' Corporation.

50. The Community Association may, if it considers appropriate, limit the number of occasions within each year that a person may reserve use of the Club.

51. A person using the Club must not restrict or limit access to the adjoining pool, tennis court, gymnasium, sauna and related facilities.

52. No smoking is permitted within the Club.

53. The Club must not be used for commercial gain.

54. No furniture or equipment may be removed from the Club and its surrounds except with the approval Page 7 of 18 of the Community Association.

55. Any child under the age of 12 must not be in the Club unless under the supervision of a person older than 18.

56. The Community Association may withdraw or limit by way of conditions an Owners' Corporation key access for a reasonable period where there has been a material breach of these rules. Any such conditions must be complied with.