



**KINSTON COUNTRY CLUB
INCORPORATED**

RULES

May 7, 2009

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RULES

I. Use of Clubhouse Facilities

The facilities of the Clubhouse are for the use, entertainment and enjoyment of the Members and their families. No Member, or dependent of a Member, shall permit the use of his/her name by non-Members, nor shall such Member or his dependent act as co-host or co-hostess with a non-Member in the use of the facilities of the Clubhouse for any purpose, except in the case of a party or entertainment officially recognized or approved by the Board of Directors.

If any organization shall apply for the use of the Club for private entertainment and if the purpose, in the opinion of the House Committee and/or Board of Directors, does not come within the purpose or intent of the Clubhouse rules, they shall have the right and it shall be their duty to decline to permit the use of the Club for the purpose requested.

Any Member may reserve the facilities of the Club for social events without the payment of any fee or charge for use of the Club. However, a minimum food and service charge will be applied according to a schedule of charges, which may be obtained from the General Manager. The hosting Member may invite non-Members to such event, but the non-Members may not bear any part of the expense of such function.

Out-of-county non-Members may be allowed to entertain, when the activity is for a Member or child of a Member, by paying charges established by the Board of Directors. A schedule of charges for such may be obtained from the General Manager.

Any non-Member event sponsored by a Member requiring the closing of any or all of the facilities to Members must have approval of the Board of Directors. Fund raisers for charitable organizations are allowed at the discretion of the Board of Directors and at the fees established by the General Manager in conjunction with the Board.

II. Guests

A. Out of County Guests

1. Meals - Members may invite out-of-county guests to the Clubhouse for lunch or dinner anytime
2. Events – Members may invite out-of-county guests to any Club Event provided, reservations for Members will be taken first, then, if space permits, reservations will be taken for out-of-county guests.

B. In-County Guests

1. Meals
 - a. Members may invite in-county non-Members as guests for meals in the Club facilities during normal operating hours.
 - b. In-county guests may be invited for Friday, Saturday and Sunday meals a maximum four times per calendar year.

- c. Widows, widowers, and single Members are allowed to bring one non-Member companion for meals without limitation as to the number of visits, on any day or evening. The child of a Member may bring any non-Member companion for meals on any day or evening.
 - 2. Events
 - a. In-county guests may be invited to Club Events a maximum of four times per year. Reservations for Members will be taken first, then, if space permits, reservations will be taken for in-county guests.
- C. Guest Registration** (for use of all Club Facilities, not just the Clubhouse)
- 1. Registering of all guests is required. Registration means notification of the Club Office personnel, Golf Professional, Tennis Professional or Aquatics Manager that a Member is sponsoring a guest. Such notification is to include the Member's name and guest's name and address.
 - 2. Relatives and Exchange Student House Guests
 - a. At the request of a Member, a Member's relative and exchange student house guest may be admitted, with the approval of the General Manager based upon the individual case situation, to the privileges of the Club as a guest of the Member requesting the guest privilege for a monthly fee established by the Board of Directors. The fee covers full use of all Club facilities available to the sponsoring Member's Membership category at the prevailing Member rates. These privileges are available in one month increments only.
 - b. The right to withdraw this privilege for proper cause is reserved to the Board. The names of persons holding such privilege shall be placed on file in the Club office.

III. Clubhouse Service

A. Dining

- 1. Special luncheons will be served every Wednesday for participants in Ladies Bridge Day. Reservations are required. No cancellations will be accepted after 1:00pm Tuesday.
- 2. Take-out orders are encouraged and may be ordered by phone or in person.

B. Outside Food

No Member or guest may bring to the Clubhouse or Club facilities any food, which is or may be supplied by the Club, except for special circumstances as permitted by the General Manager.

C. Bar

- 1. No person under age twenty-one (21) shall be permitted in the Bar after 5pm unless they are a guest of a non-alcoholic function.
- 2. No Member or guest may bring to the Clubhouse or Club facilities any beverage, which is or may be served in the Club, except that private parties may bring their own wine

and/or liquor upon permission by the General Manager and paying a corking and set up fee for each party attendee.

D. Grill Room

Guests are welcome at any time and cash is accepted.

E. Alcohol

The Club will comply with all federal, state, and local laws pertaining to the sale and service of alcoholic beverages.

IV. Reservations and Cancellations for Dining Room

A. Reservations

1. Reservations for general dining in the Club facilities are not required but are strongly encouraged.
2. Reservations for private events must be made in advance, allowing ample time for the preparation of food and services.

B. Cancellations

No reservation cancellations without charge will be accepted for Easter, Mother's Day and Thanksgiving holiday meals and other Club Events so denoted unless the cancellation is received by 11:00am two days prior to the date of such holiday meal or Event.

C. Reservations / Cancellation Procedure.

During normal office hours reservations and cancellations may be made with the Office Personnel.

V. General Rules

A. Dress

1. Pine Room – Members may dine in the Pine Room in casual clothes. Tennis and golf clothes are permitted.
2. Main Dining Room – Gentlemen are required to wear coats, ladies to wear dresses or pant suits in the Main Dining Room on Sundays except as determined by the Board of Directors. Members may dine in the Dining Room at all other times in casual clothes. Certain apparel such as short shorts, athletic or jogging shorts cutoff slacks or jeans, frayed, ripped or tattered jeans, tee shirts, tank tops, halter-tops and fishnet tops are considered inappropriate casual wear in the Pine Room or Dining Room. The General Manager, the Food and Beverage Manager, or the Dining Room hostesses shall use their own judgment in applying this rule.
3. Member Property – The Club will endeavor to protect the property of Members and guests in the Club and its facilities, but will not be responsible for any loss or damage to such property. Hats, coats, equipment and other personal articles must not be left about the Club. Coat rooms and coat racks are provided for the convenience of Members and guests.

B. Receptions/Parties

1. Exclusive use of the Dining Room, Ballroom and/or Bar will be limited to Members and their children unless previously approved by the Board of Directors.
2. The Board of Directors will determine the minimum food and service charge requirements for exclusive use of the Clubs facilities and fees are available through the Club Office.

C. Private Parties

1. Private parties may be planned for any time.
2. Reservations for private social events must be made in advance allowing ample time for preparation for the event. Charges for these events will be based on selection of food and service required. Arrangements for special menus may be made with the Club Office and upon terms and conditions available from the General Manager.
3. Members have first priority for reserving the Clubhouse facilities for private parties. Organizations or associations will be allowed the use of the Clubhouse after Member reservations have been made. Member reservations must be made by November 15 for December events.
4. No Member may bring into the Clubhouse any food or beverage which is or may be supplied by the Club except for alcohol as specified previously or other items approved by the General Manager.
5. If a private party is cancelled after Club facilities are reserved, a cancellation fee shall be charged in accordance with the scheduled charge, which may be obtained from the Club Office.

D. Club Events

1. Dates for Club events will be published in the Club newsletter/calendar. No cancellations will be accepted after 11:00am two days prior to the date of the dance or special event.
2. The Bar will be closed for alcoholic beverage service during Club sponsored teenage/youth functions.

VI. General Clubhouse Rules

1. Members are responsible for the conduct of, or damages incurred by themselves, Members of their family, and their guests.
2. Members are responsible for all financial obligations of themselves, their family, and their guests.
3. No decorations involving the use of tacks, nails, or tape which will damage or be detrimental to the building shall be permitted.
4. No Club equipment, furnishings, or other property shall be removed from the Club for the private use of any person or organization.
5. Undesirable conduct and language directed toward employees of the Club will not be allowed.
6. All complaints against the Club, its management, or any officer or Member shall be made in writing to the Board of Directors and signed by the complainant. Complaints

against employees other than management shall be directed solely to the General Manager and may be oral.

7. Any Member violating these rules and regulations shall be subject to disciplinary action in the discretion of the Board of Directors. The Members of the Club, the Food and Beverage Manager, and General Manager are expected to report any and all violations of these rules to the Board of Directors.

VIII. GOLF COURSE AND PRO SHOP

A. Golf

The United States Golf Association Rules of Golf shall govern all play, except as modified by local rules established by the Golf and Greens Committee, Golf Professional, General Manager and the Board of Directors of Kinston Country Club.

B. Guests

1. In county and out of county guests may be invited to play an 18 hole round of golf a maximum of four times per calendar year, except Club sanctioned tournaments including, but not limited to Invitationals and Member/Guest. Guests must be sponsored and registered by a Member. In the absence of the Member the guest must be sponsored by written notification or by phone to the golf staff. Payment of guest fees and golf cart rentals must either be charged to the Members' account or paid in cash prior to beginning play.
2. There is no restriction on the number of times an out-of-county Parent, Grandparent, Child and child's spouse, or Grandchild may be invited. They must be sponsored by the Member in person, writing or by phone authorizing the golf staff to permit play and to charge family Member fees and golf cart rental to the Members' account. Cash is accepted.
3. PGA Professionals or the General Manager at other Clubs may call to arrange time(s), in which, their Members, in good standing, may play the course at Kinston Country Club. The Golf Shop staff will handle all arrangements and payment of fees. All guests must register before beginning play.
4. Members and their guest will be permitted to complete at least nine holes of golf in order to be required to pay the full guest fee. If unable to complete nine holes due to inclement weather, there will be no charge.
5. Members must assume full responsibility for the conduct of his or her guests.
6. A Social Member may be a guest of a Full Member with the same fees and restrictions as an in-county guest.

C. Golf Course Rules

1. Courtesy on the golf course is expected of all players.
2. Every golfer must register with the Golf Shop before playing. Tee times may be obtained by calling in or when registering in person. Each group must tee off on the first hole, in the order assigned by the Golf Shop, except by permission of the Golf Professional or Golf Staff. Those groups starting on the tenth hole shall give the right of way to groups who have begun on the first hole and completed nine holes of play. Also,

- any group that begins play on the tenth tee relinquishes any right of way on their first nine holes.
3. The ninety degree rule for golf carts is in effect at all times except when the Golf Course Superintendent or Golf Staff deems it necessary to invoke the "Cart Path Only Rule". The "Cart Path Only Rule" means that all golf carts must remain on the asphalt paved surfaces for the entire round unless you have been granted handicap status by the Golf Shop.
 4. Golf carts must remain on the cart paths around all greens, teeing grounds and all par 3's at all times. Golf carts are not allowed inside the green fairways posts on the par 4's and 5's. The only exception is when handicap status has been granted by the Golf Shop.
 5. No golf carts will be allowed on the practice range. Carts shall be parked on the path immediately to the east side of the practice range.
 6. Directional signs on the golf course must be adhered to.
 7. Onesomes and twosomes are not allowed until after 1:30pm on weekends and holidays except by permission of the Golf Professional or Golf Staff.
 8. Junior golfers (17 years of age and under) shall not be permitted on the golf course before 1:30pm on weekends and holidays except by permission of the Golf Professional or Golf Staff.
 9. Priority on the Golf Course.
Always allow faster players to go through. This is mandatory when there is an open hole in front of your group. In the absence of special rules, two-ball matches should have precedence over and be entitled to pass any three- or four-ball match, which should invite them through.
 - a. A single player has no standing and should give way to a match of any kind.
 - b. Any match playing a whole round is entitled to pass a match playing a shorter round.
 10. Practicing, by hitting more than two balls to a green, on the golf course is not allowed.
 11. Practice shall be limited to the Driving Range and Putting/Chipping Green. Driving Range hours will be set by the Golf Professional. Practice is limited to the teeing area on the Driving Range as marked or defined. This will be the only designated hitting area and only the Golf Staff is authorized to make adjustments.
 12. Driving Range balls are to be used on the Driving Range only and are not to be taken onto the Golf Course
 13. Pull Carts- Pull carts must be kept outside of the green side bunker line.
 14. Between the first Sunday in April and the last Sunday in October, the golf carts must be returned to the Golf Shop by 8:30pm. From November through March carts are to be returned by 5:00pm or other hours as posted by the Golf Shop.
 15. All footprints and other marks shall be raked and smoothed over before exiting the bunkers. Do not exit the bunkers by walking up the banks. Leave rakes in the bunkers face down.
 16. Golf Course Dress Code
Shirts with collars, crew or turtle necks, and shoes are required on the Golf Course and in the Golf Shop at all times. No tank tops and no sleeveless shirts will be permitted. Proper golf shorts are allowed. Ladies are required to wear proper fashion golf attire.

Juniors must also adhere to the dress code, however, the Golf Professional and Staff may make certain exceptions for juniors 13 years of age or younger.

17. Greens friendly spikes only on the Golf Course. No metal spikes are allowed.
18. Wet bathing suits and Bare feet will not be allowed in the Golf Shop.
19. Players shall avoid leaving dropped bottles, cans, paper or other litter on the Golf Course.
20. All dogs shall be kept off the Golf Course between 8:00am and 8:00pm. Only leashed dogs are allowed at other times. Dog walkers are expected to clean up behind their dogs.
21. The Golf Course, Golf Cart Paths, and Parking Lots are not to be used by Members, their families or guests for exercise walking or jogging during the hours of 8:00am to 8:00pm. Roller skating, roller blading, skateboarding, bicycling or operating of vehicles not designed for Golf Course use is not permitted on the Golf Course or Golf Cart Paths except for transportation to and from the Tennis facilities. Further, roller skating, roller blading, skateboarding or bicycling is not permitted in or across the Parking Lots, except bicycling for transportation to and from the Club, Pool and Tennis facilities.
22. All golf cart riders, including children over the age of five, will be charged regular golf cart fees. Walking golfers must pay regular cart fee if cart is hauling his/her Clubs.
23. Only two persons are allowed to ride in a cart.
24. No person under the age of 16 may operate a Golf Cart.
25. Repair all ball marks on all putting surfaces.
26. Every Tuesday is designated as Ladies Day. The ladies have the right of way.

D. Rules Breach

Breach of the above mentioned rules will result in the following measures:

1. An initial letter of warning describing the infraction.
2. A second violation within a three-month period after the initial letter of warning will result in a \$50.00 fine.
3. A third violation within the three month period after the initial letter of warning will carry a suspension of golf privileges for six months and a \$100.00 fine.
4. Continued violations will bring a suspension of Membership privileges.

E. Reporting Rules Violations

Infractions of the rules should be reported to the Golf Professional, General Manager or Golf and Greens Committee by the Members witnessing such activities. Action will be taken by the Board of Directors.

VIII. TENNIS

A. Regulations

1. In-county and out-of-county guests may be invited to participate in tennis activities a maximum of four times per calendar year. Guests must be sponsored and registered by a Member. In the absence of the Member the guest must be sponsored by written notification or by phone to the tennis staff. Payment of guest fees must be charged to the Members' account. There is no restriction on the number of times an out-of-county

Parent, Grandparent, Child and child's spouse, or Grandchild may be invited. There are fees for these relatives which have been established by the Board of Directors.

2. Proper tennis clothing, including shirts and smooth soled tennis shoes must be worn.
3. Members must vacate the courts during at mid-day or as otherwise directed so that tennis employees can irrigate and roll the courts.
4. All tennis guests must be sponsored by a Club Member and must be registered with the Tennis Pro.
5. Guest fees will be charged in accordance with the scheduled charge which may be obtained from the Tennis Professional.
6. Non-Members and/or Social Members may participate in leagues only if needed to complete a team. In that occurrence, the Non-Member or guest will be charged a fee for their participation as determined by the General Manager.

B. Rules

1. Players may reserve a court in 2 hour blocks and then must relinquish the court if courts are full and players are waiting.
2. On weekdays - after 5:00pm - and during the entire day on Saturday, Sunday, and holidays, players age 18 and over have priority over all young players. Juniors (players under 18 years of age) may only reserve the Hard Court during peak playing times (Sunday afternoons, Saturday mornings). Hard Court reservations will be considered permanent reservations and cannot be bumped by adults. Adults will have priority over juniors when competing for clay courts.
3. No one, other than players, is allowed on the tennis courts.
4. During Club sponsored tournaments or Round Robins those persons not participating will relinquish the courts.
5. Ball machine rental periods will be for 60 minutes unless Tennis Pro approves extended time. Ball machine cannot be reserved if the 3 clay courts are reserved around it. If ball machine use will interfere with match play of any kind, ball machine use will not be allowed.
6. Online reservations hold precedence over all phoned and e-mailed reservations when competing for last courts. Please see restrictions at www.kinsontennis.com.
7. Issues/disputes arising with tennis play shall be handled by the Tennis Pro.
8. A Social Member may be a guest of a Full Member with the same fees and restrictions as an in-county guest.

IX. SWIMMING POOL

A. Authority for Pool Area

The Aquatics Director and lifeguards are in complete control of activity inside the fence around the swimming pool area. They are delegated, with complete authority, to maintain discipline and good conduct at all times. The safety of the swimmers is their prime consideration.

B. Rules

1. The swimming pool will be open from 10:00am to 8:00pm Monday through Sunday from Memorial Day to Labor Day. Additional open days may be made available as approved by the Board of Directors.
2. Specific swimming pool rules are posted on the boards in the swimming area will be strictly enforced.
3. Only supervised water sports and games are permitted. No boisterous and rough play is allowed.
4. No one will be permitted to use the pool without a lifeguard on duty unless approved in advance by the Aquatics Manager.
5. In-county and out-of-county guests may be invited to swim a maximum of four times per calendar year. Guests must be sponsored and registered by a Member. In the absence of the Member the guest must be sponsored by written notification or by phone to the pool staff. Payment of guest fees must be charged to the Members' account. There is no restriction on the number of times an out-of-county Parent, Grandparent, Child and child's spouse, or Grandchild may be invited. There is no fee for these relatives.
6. A parent or adult Member must accompany children under 13 years of age. Babysitters may accompany children if authorized by the parent in writing to the Aquatics Manager or General Manager. Children shall not use the swimming pool without appropriate supervision.
7. Swimming instructions may be arranged with the Aquatics Director or lifeguards.
8. The Grill Room, operated in conjunction with the Swimming Pool, must be kept clean at all times. Paper, trash, bottles, etc., are to be put in containers placed in the area for that purpose.
9. No glass containers of any kind are permitted within the pool enclosure.
10. Arrangements for the use of Grill Room service for parties must be made with the Office prior to the party.
11. Courtesy is to be observed at all times around the swimming pool.
12. Kinston Country Club shall not be responsible for any personal property, including valuables, left on or about the deck of the swimming pool or in the dressing rooms.
13. Kinston Country Club shall not be liable for any claims, costs, expenses, or damages arising from injuries or death sustained while swimming on the premises. Nothing herein should be construed to impose or establish any liability on Kinston Country Club for injuries or death occurring during established swimming hours.

X. CLUB PROPERTY

1. Each Member shall do his part in keeping the area clean and free of litter.
2. By necessity, several areas have been marked with "NO PARKING" signs including those areas designated for handicapped parking only. Observe these signs. Fines may be imposed by the Board of Directors for parking violations.
3. No street vehicles are permitted on the brick area between the Clubhouse and the Swimming Pool at any time except as required for maintenance of the facilities.
4. Damage and abuse to Club facilities and equipment will not be allowed.