



GemLife[™]
PACIFIC PARADISE

Country Club & Communal Facility Guidelines

PACIFIC PARADISE HOME OWNERS

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Country Club & Communal Facility Guidelines

1. General Guidelines

1.1 Access Hours

The Country Club is open to residents 24/7, however after the hours as specified in the Resort Facility Schedule, residents will need to use their FOB to access the facilities. Residents are to be aware that during after-hours contracted cleaners will be performing their duties on specified days.

1.2 Noise Regulations

As you make the most of the Country Club, please be mindful of your noise levels. Respect fellow Home Owners by ensuring a peaceful and harmonious environment, especially when entering or leaving.

1.3 End-of-Day Procedures

If you are the last to leave the facility, please make sure to check all doors and windows are locked prior to leaving the Country Club. The main Front doors will automatically close at 7:00pm and reopen at 7:00am. Outside of these times Home Owners will need to use their FOB for access.

1.4 Reporting Issues or Damage

If you notice any damage or encounter an issue while using this facility, please let the Park Managers know right away so they can take the appropriate steps to rectify the situation. It's always good to put this in writing so that the Park Managers have a written record of the issue.

1.5 Guests

We welcome Home Owners inviting guests to enjoy the Country Club facilities, and as per your Site Agreement and the Park Rules, Home Owners must always accompany their guests. Home Owners are also responsible for the behaviour of their guests, of which is very important with respect to the use of this facility.

1.6 Cleaning Responsibilities



While weekly professional cleaning is provided, Home Owners are reminded they must tidy up after themselves when using this facility. This includes but is not limited to cleaning the tables, wiping down benches, vacuum of floors as needed, emptying bins and returning any furniture or equipment that's been moved back to its original place. The key message is to return the area to its original state and cleanliness with the next user in mind.

1.7 Smoking and Vaping

For the comfort and enjoyment of all, smoking or vaping is not permitted inside this facility, nor is it permitted within five (5) metres of any entry or exit point of the building.

1.8 Training and Equipment

We want you to feel confident and informed when using the equipment provided within the Country Club. In most cases, The Home Owners Committee have dedicated representatives that are willing to assist and train new Home Owners in the correct use of equipment and facilities.

1.9 Facility Inspections

To ensure everything is running smoothly, the Park Managers will regularly check the facilities. This includes making sure that everything is clean, well-stocked and ready for use. If you come across anything that seems out-of-order or concerning, let the Park Managers know promptly so that they can investigate.

1.10 Functions and Gatherings

Any activity that might harm or disrespect fellow Home Owners, the Park Owner, or their interests is off-limits. If you're planning an event and are uncertain whether it aligns with these guidelines, speak to the HOC and/or Park Managers.

1.11 Pets

We understand your pets can be cherished members of your family; however, they are not permitted within the Country Club and Summer House, including alfresco areas and other such shared spaces. Of course, there is an exception for certified service animals, and for Home Owners who require a certified service animal, please adhere to local regulations and register them with the Park Managers.

1.12 No D.I.Y Enthusiasts

For everyone's safety, only authorised personnel can touch any circuitry, plumbing, motors, or other mechanical equipment. Unauthorised works can lead to dangerous



situations, cause major issues and void any warranty periods. Let the Park Managers know straight away if you become aware of any faults or damages.

1.13 **Amendment of Guidelines**

- a) These Guidelines may be updated or adjusted from time to time by the HOC in conjunction with the Park Owner.
- b) Any changes will be communicated to Home Owners at least thirty (30) days before they take effect. We appreciate your cooperation in following the updated Guidelines once they've been shared.

1.14 **Site Agreement**

These guidelines are designed to complement and support your Site Agreement, which remains the primary governing document for all Home Owners. In the event of any discrepancies or conflicts between these guidelines and the Site Agreement, the terms of your Site Agreement shall take precedence and be deemed conclusive.

2. Main Function Room – Dining Hall Area, Lounges, Stage and Dressing Rooms

2.1 **Liquor Licensing**

Home Owners and their guests are more than welcome to bring their own drinks into the Country Club & Summer House (Pavillion), provided it's done outside of licensed hours and in accordance with the liquor regulations. The Liquor license is displayed in the Bar area and is available for all Home Owners to peruse. Your HOC is happy to discuss any concerns regarding the Liquor Licence.

2.2 **Event Conclusion**

Most events are generally wrapped up by the scheduled closing hours. However, on special occasions the Park Owner is happy to extend the hours upon mutual agreement between the HOC and the Park Owner.

2.3 **Private Functions & Cleaning Bond**

For Home Owners hosting a private event, a cleaning bond may be required to make sure the space is returned to the same condition it was received. The Bond should be paid to the Park Manager 48 hours before the event. Any unused portion will be returned to the event organiser as quickly as possible. Please note that private events are limited to Home Owners only and do not extend to family members or close

friends of Home Owners. Feel free to speak to your Park Managers for further information.

3. Bocce/Pétanque

3.1 Access Hours

The Bocce and/or Pétanque Court is open during the hours listed in your Resort Facility Schedule.

3.2 Usage

The courts need to be booked via the HOC website, and guests are welcome to play on the court but must always be accompanied by a Home Owner. To keep your Bocce or Pétanque Court in great shape for everyone, please wear non-marking shoes and use the court solely for bocce or pétanque games.

4. Tennis Court

4.1 Access Hours

The Tennis Courts are open during the times listed in your Resort Facility Schedule.

4.2 Usage

The courts need to be booked via the HOC website, and guests are welcome to play on the court but must always be accompanied by a Home Owner. The Tennis Room is also available for small events and as a meeting room for players, with these bookings also made through the HOC website. To help maintain your court, please wear non-marking shoes and keep the space tidy after you finish your game. If you notice any issues with the equipment or net, let the Park Managers know immediately. Remember to turn off the lights when you finish playing after dark.

5. Pickleball Court/s

5.1 Access Hours

The Pickleball Courts are open during the hours detailed in your Resort Facility Schedule.

5.2 Usage

The courts need to be booked via the HOC website, and guests are welcome to play on the court but must always be accompanied by a Home Owner. Please wear non-marking shoes to protect the court's surface and avoid removing or adjusting any equipment without permission. Where there are Home Owner villas nearby, please do your best to control noise levels.

6. Kitchen & Bar Facilities

6.1 Access Hours

The Kitchen is open for use during the hours listed in your Resort Facility Schedule.

6.2 Usage

Guests and visitors are not permitted in the Kitchen area. The Kitchen needs to be booked through the HOC Booking Website. Only trained persons with a valid Food Handlers certificate are permitted to use the kitchen equipment and must follow all kitchen rules that apply. If residents do not intend to use the equipment provided, just use the benches and sinks, there is no need for training. The kitchen must be thoroughly cleaned and returned to its original state before leaving.

6.3 Hygiene Standards

Please wear enclosed shoes, aprons, and gloves when preparing food. Please make sure that surfaces, equipment, and utensils are cleaned before and after use. There are strict food licensing regulations that apply to these areas and if you have any questions the HOC will be happy to assist.

6.4 Bar Operation

The Bar is operated by the HOC, with the hours of operation as per the liquor licence applicable at the time. The liquor licence can be found at the Bar for your perusal. Only approved Bar staff are allowed behind the Bar. Feel free to ask your Home Owners Committee about how you can become part of the dedicated volunteer group that assists in running the Bar.



6.5 Licensing Requirements

The HOC is responsible for ensuring all liquor licenses are up-to-date and in accordance with local laws and authorities.

7. Outdoor BBQs

7.1 Access Hours

The BBQ and Pizza Oven areas are available for use during the hours listed in your Resort Facility Schedule.

7.2 Usage

It is recommended that you book the Outdoor BBQ area and/or the Pizza Oven through the HOC Website. Guests must be accompanied by a Home Owner with Home Owners responsible for the actions and behaviours of their guests. For safety reasons, glass and ceramic items are prohibited in the outdoor pool BBQ areas.

7.3 Cleaning Responsibilities

After you've finished with the BBQ and/or Pizza Oven, please tidy and clean all necessary items and spaces. If the Country Club cleaner needs to clean-up after the use of a Home Owner/s, those persons may be charged accordingly. The Park Owner will cover the cost of periodic servicing and deep cleans of all communal BBQ's.

7.4 Gas Supply

Your Park Owner provides all gas bottles, but refills of the 9kg bottles are the responsibility of the HOC. The refill of 45kg bottles will remain the responsibility of the Park Owner.

7.5 Safety Measures

If you're hosting a large gathering, remember to keep the grill clean to avoid oil build-up of which can result in enlarged flames and potentially a fire.

7.6 Furniture

If you move any furniture during your BBQ, we ask that you return it to its original position when you're finished.

8. Bowls Green

8.1 Access Hours

The Bowls Green is open during the hours listed in your Resort Facility Schedule.

8.2 Usage

Guests must be accompanied by a Home Owner and must be 18 years or older. The Bowling Green needs to be booked through the HOC Website. Water and sports drinks are permitted but strictly no food or alcohol. Please wear flat-soled shoes and follow your local Bowls Code of Conduct. The lockers provided are not 'personal' lockers and are intended for use when Home Owners are using this facility only.

8.3 Mobility Devices

To protect the surface, motorised scooters, walkers, and similar devices are not permitted on The Green. Wheelchair access may be considered on a case-by-case basis, as long as it doesn't cause damage to the playing surface and complies with any regulations stipulated under our warranty. If there is any damage caused, the responsible Home Owner/s may need to cover the cost of repair.

9. Ten Pin Bowling Alley

9.1 Access Hours

The Bowling Alley is open for use during the hours listed in your Resort Facility Schedule.

9.2 Usage

Guests must be accompanied by a Home Owner. The Bowling Alley needs to be booked through the HOC Website. Drinks and snacks are welcome to be consumed at the tables only, and this area must be cleaned after use.

9.3 Safety Precautions

Walking down the bowling lanes is dangerous and prohibited! If there's an issue or something that needs fixing, just let the Park Managers or HOC Representatives know.

9.4 Footwear

For comfort and hygiene, use the bowling shoes provided with socks. Please disinfect them after each session with the spray provided or bring your own regulation bowling shoes.

9.5 Private Functions

The Bowling Alley is a shared space for everyone so private functions are not offered.

10. Cinema

10.1 Access Hours

The Cinema is open for use during the hours listed in the Resort Facility Schedule.

10.2 Usage

Guests must be accompanied by a Home Owner. The Cinema needs to be booked through the HOC Website.

10.3 Operation

To keep things running smoothly, only trained HOC Representatives should operate the equipment. If you'd like to learn, please request this with the HOC.

10.4 Food and Drink

To keep the Cinema clean and comfortable, we ask that no food or drinks (except water) be brought into the space.

11. Craft Room

11.1 Access Hours

The Craft Room is available during the hours listed in your Resort Facility Schedule.

11.2 Usage

Anyone using the equipment must be properly trained and competent. If you'd like to learn a HOC representative will be happy to train you. Guests must be accompanied by a Home Owner.

11.3 Safety

For everyone's safety and to conserve energy, all equipment should be turned off at the wall when not in use.

12. Games Room

12.1 Access Hours

The Games Room is available during the hours listed in your Resort Facility Schedule.

12.2 Usage

Guests must be accompanied by a Home Owner and must be 18 years or older. The Pool Tables and Dart Board need to be booked through the HOC Website.

12.3 Pool Tables

After using the pool tables please brush the felt, cover the tables, and put the balls and all equipment back in their correct places.

12.4 Dart Boards

Communal darts are not provided by the Park Owner or Managers, and as such, darts must be supplied by the Home Owners. Park Managers will regularly inspect this area for damage, and should regular or excessive damage occur, the Park Owner can on-charge the cost of repairs to the HOC, or those Home Owners confirmed to have caused the damage.

12.5 Private Functions

The Games Room is a space for everyone to enjoy and therefore cannot be booked for private functions. This way, it's always available for Home Owners to play a spontaneous game or two.

12.6 Food and Drink

To prevent spills and maintain the playing integrity of the tables, please avoid bringing food or drinks within one (1) metre of the tables.

13. Golf Simulator

13.1 Access Hours

The Golf Simulator is available during the hours listed in your Resort Facility Schedule.

13.2 Usage

Guests must be accompanied by a Home Owner and must be 15 years or older. The Golf Simulator needs to be booked through the HOC Website. This area must also remain tidy and clean.

13.3 Clubs

Place the clubs and balls back in their correct places.

13.4 Food and Drink

To prevent spills and maintain the playing integrity of the Golf Simulator, please avoid bringing food or drinks within the facility. Water and sports drinks are permitted for consumption at the back of the room however.

13.5 Intoxicated Patrons

Heavily intoxicated patrons are not permitted to utilise the Golf Simulator as a matter of safety.

14. Gymnasium

14.1 Access Hours

The Gym is available for Home Owners to use during the hours listed in your Resort Facility Schedule.

14.2 Usage Restrictions

The Gym is reserved exclusively for Home Owners. Should you wish to invite a qualified instructor to assist you with your training, ensure they are both certified and insured.

14.3 Footwear and Hygiene

For everyone's comfort, please wear appropriate footwear in the gym and use a towel on the equipment. After using each piece of equipment, please wipe down any surfaces to keep the space clean and sanitised.

14.4 Reporting Issues

If you notice any damage or safety concerns, please inform your Park Managers immediately. The Park Owner wants to ensure the gym remains in excellent working order for all Home Owners to enjoy.

15. Workshop

15.1 Access Hours

The Workshop is open for use during the hours listed in your Resort Facility Schedule.

15.2 Usage Restrictions

Only Home Owners who have completed an induction with an authorised HOC member are permitted to use the Workshop. This ensures that everyone knows how to safely operate the equipment correctly and safely. Guests are not permitted to undertake any work in the workshop.

15.3 Workshop Rules

To ensure safety for all, every Home Owner must abide by the Workshop Rules. A set of comprehensive rules will be shared with you during your induction session by a trained HOC representative.

16. Outdoor Swimming Pool

16.1 Access Hours

The Outdoor Pool is open for use during the times listed in your Resort Facility Schedule.

16.2 Supervision of Guests

Guests must be accompanied by a Home Owner, and Home Owners are responsible for the actions and behaviour of their guest/s.

16.3 Safety Rules

Running within the designated pool area, as well as jumping or diving into the pool, is strictly prohibited.

16.4 Prohibited Items

For safety reasons, glass and ceramic items are not permitted in the pool area which includes the undercover BBQ area.

16.5 **Cleaning Schedule**

Home Owners are asked to avoid using the pool when the cleaning signs are displayed.

16.6 **Safety Gates**

Please make sure that all safety gates around the pool remain closed. If you notice a problem or potential safety issue, please let the Park Managers know immediately.

16.7 **Furniture**

Any furniture within the pool area should remain in its designated place. If Home Owners move any furniture, they are required to return that furniture to its original place upon leaving the facility.

16.8 **Drying Off**

Before leaving the pool area, please dry-off to help prevent the risk of a slip or fall for yourself and other Home Owners.

17. **Indoor Swimming Pool and Spa**

17.1 **Access Hours**

The Indoor Pool, Spa and Sauna are open for use during the times listed in your Resort Facility Schedule.

17.2 **Usage Restrictions**

The Lap Pool and Spa area is reserved exclusively for Home Owners.

17.3 **Safety Rules**

For everyone's safety, no jumping, diving, or running is allowed in the Indoor Pool and Spa area.

17.4 **Prohibited Items**

Glass, ceramic vessels and food & drink are not permitted in the pool area. Water and sports drinks associated with exercise are permitted, however.

17.5 **Cleaning Schedule**

Please avoid using the pool or spa when cleaning is taking place.

17.6 **Furniture**

Any furniture within the pool area should remain in its designated place. If Home



Owners move any furniture, they are required to return that furniture to its original place upon leaving the facility.

17.7 Drying Off

Before leaving the pool area, please dry-off to help prevent the risk of a slip or fall for yourself and other Home Owners.

18. Sauna

18.1 Access Hours

The Sauna is available for use during the hours listed in your Resort Facility Schedule.

18.2 Usage Restrictions

The Sauna is for Home Owners only.

18.3 Use at Own Risk

While we maintain the sauna to high standards, use of the facility is at your own risk. Home Owners are permitted to have water bottles with functioning lids when using this facility. Home Owners with known medical conditions which restrict their ability to use this facility should refrain from doing so.

19. Library

19.1 Access Hours

The library is available for use during the times listed in the Resort Facility Schedule.

19.2 Computer/s and Printer/s Usage

Home Owners can use the computers and printers available in the library. The HOC covers the cost of consumables such as ink and paper. An Honesty Box is provided within this room.



20. Hairdressing Salon

20.1 Access Hours

The Hairdressing Salon is available during the hours listed in your Resort Facility Schedule.

20.2 Usage Restrictions

This service is specifically intended for Home Owners only. This area is locked and not accessible when the hairdresser is not available.

20.3 Hairdresser Engagement

The Park Owner will endeavour to contract a professional hairdresser to operate from this salon. Should the community not support the services provided by the hairdresser, the space may remain unoccupied until an appropriate provider is identified.

21. Boardroom and Consulting Rooms

21.1 Access Hours

The Boardroom and Consulting rooms are available for use during the times listed in your Resort Facility Schedule.

21.2 Usage Restrictions

Home Owners wanting to use these spaces must book them through the HOC website. Home Owners are not permitted to store personal items in these rooms and are required to return furniture to its original position after use.

22. Notice Board

22.1 Usage Restrictions

The Notice Boards are available for the Social Committee to post notices about social activities. All notices should be approved by the Park Manager to ensure they're appropriate for the resort community. Unauthorised notices are not permitted and will be removed.



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22.2 Notice Size and Removal

To keep the board tidy, notices should be no larger than A5 and should be removed as soon as they are no longer relevant.



Country Club Facility Schedule

Facility	Hours	Permitted Persons
Country Club	7:00am to 7:00pm (FOB access outside of these times)	Home Owners and 'accompanied' visitors
Bowling Alley (Tenpin)	7:00am to 9:00pm	Home Owners and 'accompanied' visitors 9 years and over
Bowls Green	7:00am to 9:00pm	Home Owners and 'accompanied' visitors 18 years and over
Cinema	7:00am to 12:00am	Home Owners and 'accompanied' visitors
Craft Room	7:00am to 12:00am	Home Owners and 'accompanied' visitors
Games Rooms	7:00am to 12:00am	Home Owners and 'accompanied' visitors 18 years and over
Golf Simulator	7:00am to 9:00pm	Home Owners and 'accompanied visitors' 15 years and over
Gym	5:00am to 10:00pm	Home Owners
Indoor Lap Pool & Spa	5:00am to 10:00pm	Home Owners
Salon	7:00am to 7:00pm	Home Owners
Sauna	5:00am to 10:00pm	Home Owners



Communal Facility Schedule

Facility	Hours	Permitted Persons
Bocce Court	7:00am to 6:00pm	Home Owners and 'accompanied' visitors
Pickleball Court	7:00am to 8:00pm	Home Owners and 'accompanied' visitors 6 years and over
Tennis Court	7:00am to 8:00pm	Home Owners and 'accompanied' visitors 6 years and over
Multi-purpose Room	7:00am to 7:00pm	Home Owners and 'accompanied' visitors
Summer House / Pavillion (General spaces)	7:00am to 7:00pm	Home Owners and 'accompanied' visitors
Outdoor Pool	7:00am to 9:00pm	Home Owners and 'accompanied' visitors
Resident Workshop	8:00am to 6:00pm	Home Owners

** Authorised Occupants have the same rights as per a Home Owner.