

Private Tennis and Pickleball Lessons & Tennis Clinics Policy

Last updated at the January 25, 2024 Board Meeting

BACKGROUND

The Cowell Homeowners Association, Inc. (“CHOA”) has multiple tennis courts and pickleball courts available for residents and their guests. This policy provides information and guidance regarding private lessons and clinics.

PRIVATE TENNIS & PICKLEBALL LESSONS

Private Tennis and Pickleball Lessons (“Lesson”) are small, private instruction sessions for no more than two individuals with a professional tennis or pickleball instructor. Residents may use the CHOA tennis and pickleball courts for their own Lessons so long as the following guidelines are adhered to:

- No court may be reserved ahead of time; all courts are first-come, first-served
- All participants must follow existing tennis and pickleball court rules and restrictions
- No more than two individuals (not including the instructor) may participate in a Lesson. One guest of the sponsoring resident may participate in a Lesson (provided the total number of participants does not exceed two)
- At no time may a Lesson utilize more than a single court
- At no time may the private instructor or teacher be given a key fob for access. Access must be provided by the resident
- The resident hosting the Lesson is responsible for the actions of the instructor as well as confirming that the instructor is adequately insured, as the resident may be personally liable for any expense or damage done to the Common Areas by or as a result of a private instructor or teacher during a Lesson.

Residents do not need CHOA approval to host a Lesson at any of the tennis or pickleball courts.

TENNIS CLINICS

Tennis Clinics (“Clinic”) are group tennis lessons put on by a professional CHOA-approved, licensed, and insured tennis instructor (“Tennis Pro”) on the CHOA tennis courts for CHOA residents and their guests. All Clinics are approved and scheduled by CHOA; at no point may a resident, guest, or other third-party organize or put on a Clinic without explicit approval from CHOA.

The Clinic schedule is broken up into four Seasons:

- **Winter** – December through February
- **Spring** – March through May
- **Summer** – June through August
- **Fall** – September through November

Requests for Clinics are reviewed by the CHOA on a first-come, first-served basis. CHOA has final say on approval of instructors, all Clinic scheduling, and the number of Clinics that an instructor may provide during a Season. Proposed clinic schedules should endeavor not to interfere with busy or desirable play times (such as weekday evenings on Courts #1-4).

No more than three Tennis Pros may provide Clinics during a Season, but Tennis Pros may host more than one individual Clinic per Season if approved by CHOA (for example, a Tennis Pro might provide three Clinics in a single day, each catered towards a different age or skill level). At no time may two Tennis Pros put on a Clinic simultaneously; only one Clinic is permitted at any given time.

CLINIC RULES & REQUIREMENTS

All CHOA-approved Clinics are required to adhere to the following guidelines:

- All Clinics **must** take place on Court #1. At no point may any part of a Clinic utilize more than one court or use any court other than Court #1, and the Tennis Pro must endeavor to ensure that no other CHOA residents or guests utilizing the adjacent Court #2 are impacted by a Clinic and that Court #2 is available for all CHOA residents to use and enjoy during an ongoing Clinic.
- A minimum of 50% of Clinic participants must be CHOA residents. CHOA residents must be given registration priority, and no CHOA resident shall be denied a spot on the Clinic roster if one or more participants for the Clinic are guests or non-residents.
- The Tennis Pro must provide CHOA with the following information at the end of each month a Clinic was held:
 - Information on Clinics held, including schedule and rates
 - Number of total participants per Clinic
 - Number of residents vs non-residents, including addresses for each resident participant (for verification purposes)
- Failure to provide the required update, or an appropriate ratio of residents to non-residents may result in the immediate loss of the use of the CHOA tennis courts for Clinics.

TENNIS PRO APPROVAL PROCESS

To request approval for a Clinic and to become a CHOA Tennis Pro, the tennis instructor must submit a request in writing to the General Manager at businessoffice@walnutcountry.com, and include the following information:

- A copy of their business license and proof of filing of business name
- Proof of coverage of general liability insurance with limits of not less than \$1 million per occurrence
- A proposed Clinic schedule for the given Season, including dates and times, frequency, rates, and Clinic size
- Professional information such as a resume, website, or other documentation detailing professional experience, accomplishments, or referrals

The Board of Directors will review this request at the next regularly scheduled Board meeting, which is typically the fourth Thursday of each month. Applications should be submitted at least a week in advance of the meeting. CHOA is under no obligation to approve a Clinic request and may deny any request for any reason.

If approved, the Tennis Pro must name CHOA as an additional insured party to their general liability insurance policy as well as complete CHOA's *Professional Services Agreement and Permission to Use Common Area Facilities* prior to the start of any Clinic. The Tennis Pro will then be provided with a CHOA key fob that can be used to access Court #1 for Clinics. The Tennis Pro will be responsible for any and all activity related to this key fob. At no point may this key fob be lent out, given, transferred, or sold to any other individual, or used for any purpose other than a Clinic at Tennis Court #1. Upon termination as Tennis Pro, this key fob must be returned to CHOA in a timely fashion.

COWELL HOMEOWNERS ASSOCIATION, INC.

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The Tennis Pro may request to utilize a portion of the Common Area for storage of materials and supplies needed for Clinics, which may be approved by CHOA for an agreed-upon rental fee. This storage space may also be shared with other Tennis Pros.

CONTACT US

If you have any questions, please contact the General Manager for assistance at 925-687-9961 or by email at businessoffice@walnutcountry.com.