

Requirements to follow at all STMA Facilities

The Sea Trail Master Association requires all property owners to take responsibility for observing all requirements pertaining to use of STMA facilities, including the COVID 19 requirements listed below. Property owners are asked to review all requirements listed below before the use of any STMA facility. **Failure to comply with these requirements will result in some form of action by the STMA. Property owners are asked to closely review and observe the COVID 19 requirements.**

General Requirements

1. A PROPERTY OWNER MUST BE ON PREMISES FOR THE ENTIRE LENGTH OF ANY RESERVATION.
2. The buildings are not to be used for political, business or service groups in accordance with the STMA Rules & Regulations.
3. No wet bathing suits are allowed in any rooms.
4. The use of any tobacco, smoking, chewing, or vaping is not permitted inside or outside of our properties.
5. When using the grills, return the cover after they have cooled down. Do not wash grill/grates in the dishwashers.
6. Helium balloons, tape on windows, nails, staples, or thumb tacks in walls are not allowed.
7. Open flame candles are not permitted.
8. Vacuum Carpets sweep vinyl floors, clean tabletops, counter tops, and appliances.
9. Do not leave anything that you brought into the building (this includes food, dishes, drinks etc.) in the kitchen refrigerator or any other area of the building. Do not leave ice in the beer coolers or freezer.
10. Empty the trash receptacles into the outside trash containers using the black trash bags. Put a new bag in the trash receptacle. Empty the recyclable pail into the outside recycle container. The outside trash & recycle containers are located in the fenced in area behind the BBQ grills. Do not use a bag in the recycle receptacle.
11. Replace chairs and tables back to their original location.
12. If you have used the stacked chairs, please return them to the closet in the Pink Palace, Sunset room, multipurpose room, and MAC. This is a Fire Dept. code violation.
13. No glass allowed in the pool area.

14. Do not access the pool area after 9:00 PM, close all umbrellas and pick up all refuse and dispose into the receptacles. The STMA pools CANNOT be reserved for any function.
15. If you have used the audio/video equipment turn everything off and return the remote controls to the charging stand in the Pink Palace only. If the microphones were used, remove the batteries and place them in the charging stand.
16. Check the men's and ladies' bathrooms to see that they are left clean.
17. Make sure all doors and windows are locked before leaving.
18. Lock the bathroom doors and the door to the ice machine and return key to drawer (Pink Palace only). Lock the doors to the porch at the MAC. Lock the doors to the pool area at the Creekside Building's Multipurpose Room.
19. Turn off all lights and fans.
20. A reminder list of these procedures is posted in all buildings.
21. Pool monitors are direct representatives of the STMA. Instructions from the pool monitors shall be obeyed. Failure to do so may result in your removal from the facility and the suspension of the property owners access privileges.

COVID 19 Requirements

1. All persons entering the Facilities must have completed the [STMA Facilities Usage Waiver](#). Hosts and other persons in charge of groups are responsible to communicate to all persons who will be entering the facility that they must file a Facility Usage Waiver before entering the facility.
2. The number of persons allowed in any room, except the Fitness Room, is currently limited to no more than 25 people. The Fitness Room is currently limited to no more than 8 persons.
3. Persons allowed in the Facilities are limited to property owners and other persons with waivers on file with the STMA.
4. All persons should wear a face mask while inside the facility and observe 6 feet social distancing. Routine exceptions from wearing a mask include reasons of consuming items or for medical reasons. All persons are to use the hand sanitizer stationed at the entry immediately upon entry into the room.
5. No outside Food Catering Business/Service will be allowed in the facilities. Food brought into the facilities should be limited to small snack and pastry type items.
6. Persons will NOT use the kitchens, coffee machines, iced tea machines, utensils, ice machines or drinking fountains. Beverage coolers/refrigerators can be used to store beer, soda, water, etc. but all beverages must be removed from these units before

everyone leaves the facility. Everyone should use hand sanitizer prior to opening these coolers.

7. If any member feels ill (headache, coughing, fever, head cold, flu-like symptoms, temperature, etc.), he or she should not enter the facility or rooms.
8. Persons in charge of groups and other persons hosting events must ensure that tables and high touch areas (i.e. door handles on all doors in the room, bathroom hardware, and cooler/refrigerator handles if used etc.) are cleaned with sanitizer products that are available in the facility before leaving. Hosts may also want to bring their own sanitizer products in the event the supplies in the facility are empty.
9. Outside vendors are NOT allowed to enter the facilities to teach a class or provide individual instruction.