

2. When entering the Sky Club, one must pass the key fob in front of the black wall plate to the right of the glass entry door. This action provides the Sky Club attendant with a photograph of the Member and confirms the Member's eligibility to enter.
3. Key fobs (ONE PER RESIDENT WHO ARE MEMBERS OF CLUB) are available from the Sky Club staff at a cost of \$20 each, payable by check or money order payable to: "322 West 57th Street Condo, Inc."
4. Unit Owners' Tenants (listed on BuildingLink) can purchase additional key fobs at a cost of \$20 each via check made payable to 322 West 57th Street Condominium.
5. Members under the age of 16 do not need a key fob but must be accompanied by an adult 18 years or older. The adult must remain with the minor at all times.
6. Membership to the Sky Club is not transferable.

Guests

Sponsor Unit Rental Tenants' Registration Procedure: According to the Sponsor's Club Membership Agreement, "Club Members or Occupants may have Guests. All Members are required to register their Guests and pay a Guest fee (\$15.00 per person/per day) prior to admission and usage of the Sky Club. The Guest Fee is for use of the entire Sky Club. However, only RESIDENT Members are permitted to rent out or reserve the party lounges. Member is responsible for each Guest's conduct. Management reserves the right at any time to limit the number of Guests. Guest fee payments are made payable by personal check, by the Member, to 322 West 57th Street Condominium. No Guest reservations will be allowed. Please see the Sky Club staff to register your Guest(s)."

Accompanied Guests

1. Members must always accompany their Guest(s) into the Sky Club to sign them in. Guests under the age of 16 must remain with the Member.
2. Children over the age of 6 months are counted as a guest.
3. Any Guest entering the Sky Club must have a signed Sky Club waiver on file with the Sky Club.

Registering Guests -- Unaccompanied Guests

1. If a Member has Guests staying with him/her at the Sheffield for a number of consecutive days, the houseguest may be registered and provided use of the Sky Club without being accompanied by the Member upon each visit. **The Member must register Guests by doing the following:** accompanying the Guest upon his/her initial visit, signing the waivers (both the Guest and Members must do this). The Guest will then be put on the registered Guest list for the designated amount of time or a **maximum of two (2) weeks**.
2. The Member does not have to sign the Guest in each additional day after the first day up to a maximum of fourteen (14) consecutive days, nor will the Guest(s) receive a key fob.
3. If Guests will be visiting on and off over time, the Member must sign Guests in or inform the Sky Club manager via email that the Guest will be using the facility. The Guest will not be required to sign the waiver again.
4. Written consent from a Member is acceptable only for Guests who have gone through the initial registration process with the Member present.

General Rules of Conduct – in addition to the Sky Club Policies

1. Members are responsible for the behavior and actions of their Guests.
2. Members and their Guests shall not participate in inappropriate or offensive behavior in any area of the Sky Club.
3. **Smoking is not permitted in the Sky Club or any common area of the building.**
 - a. For any violation of this rule, the Residential Board of Managers may impose a fine on any Member or Member's Guest.
 - b. Such fine may not exceed \$250.00 for the first offense and shall not exceed \$500.00 for the second or any subsequent violation of this rule by the Member or Member's Guest.
 - c. In addition to any fines imposed on the Member, if three or more violations of this rule are committed by a Unit Owner's Tenant or that Tenant's Guest, it shall be grounds for eviction of the Unit Owner's Tenant.
4. Pets are not allowed in the Sky Club.
5. Carriages and carts are not permitted anywhere other than directly outside of the Children's Playroom.
6. Bicycles, scooters, tricycles and other such sports equipment for any age are not permitted in the Sky Club.
7. Plastic bottles of water or energy drinks only may be brought into the Fitness Center.
8. Music is allowed in the Sky Club only when headphones are used.