

**CHRISTMAS LAKE VILLAGE**  
**Guest Access Procedures for Member Sponsored Event**

Effective 12/08/2016

1. To best streamline guest arrival to avoid possible delays at gate, members hosting social events inside Christmas Lake Village are asked to provide guest list of attendees or utilize a challenge word. Guest list or challenge word must be provided to Gate Attendant prior to event by member. Guest list and challenge word will only be recognized for the duration of member specific event and can never exceed 24 hours.
2. **Guest List:** Member should instruct guests to utilize main gate right hand lane, once greeted guest should state their name, member name visiting (or event name), once verified guest will pull forward and license plate number will be logged with name and sponsor name.
3. **Challenge Word:** Member should instruct guests to utilize main gate right hand lane. Once greeted, guest should state name, event attending, and challenge word. Once verified guest will pull forward and license plate number will be logged with name and sponsor name.
4. Member hosting event is responsible for the behavior of all guests in attendance and for any damage to Association property.