

OCEANTREE CONDOMINIUM ASSOCIATION, INC.
3400 NORTH OCEAN DRIVE
SINGER ISLAND, FLORIDA 33404
561-845-6050

RULES AND REGULATIONS

All communities need rules and regulations to ensure orderly process and equal enjoyment by all the residents. The Rules and Regulations of OceanTree Condominium Association, Inc. have been established to provide owners with a clear understanding of what is expected in condominium life and they are intended for the good of all residents within the community. It is every owner's right & responsibility to help promote adherence to our rules. It is the sincere hope that a positive atmosphere will prevail throughout the Condominium and with the view that the few will not disconcert nor inconvenience the majority.

From time to time owners or their guests will violate some of these rules. When this occurs, the violation will be documented and presented to the owner or their guest as a request for voluntary compliance. Generally, this reminder will resolve the situation. In the rare case where no resolution can be reached the Association must "resort to formal enforcement". The Condominium Act gives Florida Associations limited fining authority as a tool in the enforcement process. However, no fine can be levied unless the owner, tenant or guest has been given reasonable notice of the violation and an opportunity for a hearing before a committee of non-Board Member unit owners. No fine can exceed \$100 per day nor can the accumulated total exceed \$1000 per occurrence.

COMMON COURTESY and a concern for the others enjoyment will make the Rules basic and easy to follow. Cooperation by all residents of OceanTree Condominium will be appreciated.

ABSENCES OF UNIT OWNERS

For extended absences (more than 48 hours), owners must advise the concierge desk when leaving and provide an expected date of return. For extended absences a step by step check list covering appliances, water, air conditioning, balconies, etc. for closing the unit should be followed. The check list is available at the concierge desk. Owners should be aware that failure to turn off the main water valve upon leaving the unit could result in

water damage to their property as well as the property of others. Any damage caused by the water will be the sole responsibility of the negligent owner.

BALCONIES

1. Each resident shall keep his balcony in a good state of preservation and cleanliness and shall not allow any debris to accumulate thereon.
2. Towels, laundry lines, antennas or other unsightly articles shall not be placed on the balconies or any of the common areas at any time. Sweeping of dust, sand and debris over the edge of the balcony is prohibited. No shaking of rugs, etc. from the balconies. No cigarette butts, lighted or unlighted, are to be thrown from balconies. Please consider other residents and eliminate the possibility of fire.
3. Balconies should not be hosed off and water should not be allowed to run down to the balconies below.
4. If radios are played on balconies, they are to be kept at a low volume in order not to disturb other residents.
5. All balcony furniture must be made from non-rusting and heavy materials because of the strong winds that are prevalent on oceanfront property.
6. BBQ grills of any type are not permitted on the balconies.
7. New balcony tile installation must be pre-approved by the Manager.
8. It is not permissible to feed birds. This attracts birds to your neighbor's balconies and other common areas and creates a cleanup problem.

BICYCLES

1. Bicycles must be stored in the designated bike storage room on the first floor or the bike rack on the 4th floor in the garage.
2. Bicycles may not be ridden in any building or on any walks. If storing your bike in your unit, it must be collapsible or carried into the building and down the hallway. Owners who bring their bikes into the building must use the freight elevator only to reach their floor.
3. (Blue) ID tags, provided by the Concierge, must be on all bicycles in order to use the Association storage racks. Please see front desk for a Bicycle Registration form & Tag. Bike clean out is conducted by our staff on an annual basis. All bicycles without ID tags or in disrepair will be discarded.
4. Skateboards and roller blades are not permitted on the common area of the property or building.

GROCERY AND LUGGAGE CARTS

1. Carts are for the convenience of all residents. There are a limited number of carts available so be courteous to other residents and return carts promptly.
2. Carts are to be used only for the purpose for which they are intended, i.e. for transportation of luggage and groceries.
3. All carts must be returned to the storage room in the south entrance immediately after transporting goods and materials. Residents may place carts in the Freight Elevator and send it down to the lobby. The concierge will remove the carts from the elevator and store away but residents must advise the concierge that a cart is on the elevator.
4. Carts are not to be left in the hallways or in the elevators or stored for any length of time in a unit.
5. When transporting items in the carts, use only the freight elevator.

CARS

1. The number of cars allowed to be maintained on the property shall be equal to the number of residents in a unit who are permanent occupants of that unit and who have a valid operator's license. In no event shall the number of cars maintained on the property by the occupants of a unit exceed three (3).
2. No cars shall be stored on the property, except in the unit owner's assigned space in the garage or in a guest space on the 4th floor. A resident's car may be stored in another unit owner's assigned space in the garage with the permission of that unit owner. A letter of agreement must be submitted to the management office before the commencement of the storage. A key for the stored car must be left with the Association during any extended absence (48 hours or more).
3. All cars maintained on the property shall be in good repair and have current year's license displayed.
4. Non-resident vehicle may not be stored on the property.
5. Vehicles leaking oil must be repaired within 10 days of notice to owner or a drip pan must be used.
6. All vehicles must have an OceanTree parking decal or visitor pass displayed.

DAMAGE TO ASSOCIATION PROPERTY

Any damage caused by moving and/or carrying articles into the building shall be paid for by the responsible owner or lessee. Owners must notify the front desk at least 24 hours in advance of large deliveries.

FIRE HAZARD

1. No unit owner, his agent, servants, employees, licensees or visitors shall at any time bring into or keep in his apartment, storage area or air conditioning room any flammable, combustible or explosive fluid, material, chemical or substance, except that which is used for normal household cleaning.
2. Fire doors at East and West ends of building must be kept closed and locked at all times.

GUESTS AND FAMILY MEMBERS

1. All guests, including children, must observe the rules and should be apprised of them by the owner. For your convenience, a one-page sheet containing the most important rules for Guests is available at the concierge desk. Owners please make sure this sheet or your booklet is made available to them.
2. All owners must notify the management in advance of the arrival of guests. No family member, guest or service personnel will be admitted to the unit nor be given a key to the unit unless the proper paper work is on file at the concierge desk, TELEPHONE CALLS ARE NOT ACCEPTABLE.
3. All daily guests not accompanied by a unit owner must register at the concierge desk. The proper forms are as follows:
 - a) BLUE FORM: Used for family members. This form is valid until revoked by the owner and is used to allow "anytime" entry by immediate family members, namely: children, grandchildren, parents and siblings.
 - b) YELLOW FORM: Used to authorize a specific, one-time occupancy of the unit by friend(s), business associate(s) and others who are excluded from the "Blue Form". Please note the dates of occupancy on this form are specific. Also, NOTE: Any occupancy extending beyond ten (10) days will constitute a lease. As such, the Leasing Rules & Regulations will be in effect. A fee of \$100 will be due and the minimum three (3) month lease term will be applicable. During the three (3) months of the lease term, no person, other than the lessee, and his/her guests when he/she is in residence, will be allowed to use the unit. A new form shall be submitted for each separate occupancy. Lease periods are for a minimum of three (3) months and not more than two (2) times per year.
 - c) GREEN FORM: Used to authorize entry to a unit for maids, deliveries, trade persons, realtors, etc. This form is valid for six (6) months. It is the responsibility of the unit owner to replace or bring the form current at the expiration date.

d) In the event entry to the unit must be gained and no form is on file, a Fax or email will be accepted. The fax number is 561-845-0158. Faxes will be accepted at any hour. At owner request, the Association can fax the forms Monday — Friday from 8:00 a.m. — 4:00 p.m. or you may download the forms from the Website oceantree.org. Our email address is oceantreesi@gmail.com

4. Under no circumstances may more than six (6) people, including children, occupy a unit overnight when the owner is not present.

KEYS AND LOCKS

1. A key to the unit shall be placed in the Management Office in case of emergency. Failure to follow this rule will result in a charge by the Association to the owner to rekey the lock to the master.
2. If the unit's Medeco keys are entrusted by an owner, or by a member of his family, or by his agent, servant, employee, licensee or visitor, or to any employee of the Association, the acceptance of the key shall be at the sole risk of the unit owner; and the Association and its Directors or employees shall not be liable for any injury, loss or damage of any nature directly or indirectly resulting there from or connected therewith. These keys will only be issued to authorized visitors if an authorization is on file at the concierge desk.
3. Keys are not to be distributed or passed out to unauthorized users.
4. Owners needing to rekey their lock may do so, but cannot change the hardware. The unit owner must leave a key for the new lock with the Management Office.
5. Medeco keys and FOBS are available for purchase for \$50 at the concierge desk.

SALES AND LEASING OF UNITS

The Rules and Regulations concerning leases have long been a controversial subject in Florida condominiums. As a result of the many differences of opinion concerning leasing, a large body of law has been developed. The OceanTree Condominium Board of Directors has adopted the following rules with regard to the Florida law and with the best interest of the majority of owners in mind.

1. Leases on any unit in OceanTree Condominium shall be for no less than three (3) months and no more than two (2) leases on any unit shall permitted in one calendar year. NO EXCEPTIONS. No lease shall be for more than one (1) year. Renewals of annual leases must be submitted to the Association for approval.
2. All lessees must have a personal or phone interview with the Association Sales/Leasing Committee and or the General Manager before approval of the lease or sale transaction. All transactions are subject to Association approval.

3. Owners forfeit their right to use the amenities during any lease period.
4. Penalty invoked for any violation of the foregoing rules shall be:
 - a. In the case of owner violation: Loss of rental privileges for a period of one year from the commencement of the lease in question.
 - b. In the case of a real estate agent, who knowingly misrepresents any contract, the loss of representing all owners for rentals for one (1) year following the date of the infringement of the rule shall be in force. Determination of the violation by the Board of Directors of OceanTree shall be considered final as cause for penalty enforcement.
5. When the unit owner is not in residence the following rules apply:
 - a. Owner must submit the approved application form for guest or lessees prior to their arrival. Telephone requests will not be honored.
 - b. If a guest stays for a period in excess of ten (10) days, then this period will be considered a lease even though there is no payment of rental monies involved; and this period will be considered as one of the two times per year the apartment is available for lease.
 - c. If the same guest stays beyond ten (10) days, the unit owner will be obligated to submit a leasing application, and be subject to the \$100 processing fee or remove the guest immediately.
 - d. The same guest, upon vacating the premises on or before the ten (10) day allowed guest period, cannot return to the same apartment as a guest for a period of thirty (30) days.
 - e. When a lessee is NOT in residence, the following rule applies:
Guest of lessees cannot occupy the unit or use the amenities unless the lessee is in residence.
6. No more than six (6) people, including children, may occupy the leased unit overnight at any time.
7. Lessees who have been in residence within the last year are not required to submit names of individuals for reference. An "in house" profile of the prospective lessee(s) would be adequate. Application processing fee is \$100.
8. Unit owners who sell their units and then immediately lease back the same or different unit are not required to submit names of individuals for reference. Their "in house" profile will be adequate. The application fee is \$100.
9. On occasion, a unit owner will attempt to gain early entrance to the unit for his lessee by stating that the lessee is a guest, and then submitting a lease application to run consecutively with the guest admittance. This is obviously a devious way to gain early admittance, and a way to shortcut our leasing procedures. Therefore,

the Association takes the position that this practice is not allowed and that the lease is to be rejected.

10. A lease must be signed by all adult applicants.
11. Guests may be allowed in the unit if their names are listed on the application, or if not listed, the approval must be obtained from the Association. The same guest is not allowed to stay in the unit overnight for more than thirty (30) days in any three (3) month lease period. The immediate family of the lessee is not subject to this rule.
12. All occupants must submit an "Application for Occupancy" and submit an application fee of \$100 each.
13. All sales applications must be submitted to the Association for processing.
14. The application must be filled out completely and signed.
15. An Estoppel fee will be charged according to the Florida Statutes. This will cover the cost of administrative work in connection with estoppels, background and certificate of approval.
16. All sales applications must be signed by all purchasers.

MOVING, DELIVERIES AND CONSTRUCTION

New moving and construction regulations are in effect with the approval of these rules and regulations by the Board of Directors. Please review the requirements which are set forth below to avoid delays in moving, deliveries and construction projects.

1. Commercial or private moving vans will be permitted to commence unloading or loading after 8:00 a.m. and must be completed by 4:30 p.m. on weekdays and furniture store deliveries are permitted from 8:00 a.m. until 12:00 noon on Saturday only. NO SUNDAY ACTIVITY PERMITTED.
2. Only the freight elevator may be used for moving of furniture, appliances and personal and household effects. Padding, supplied by the Condominium, must be used in the freight elevator.
3. Commercial or private moving vans are allowed on the property on weekdays only, excluding holidays.
4. Owners must fill out the appropriate moving and delivery form available at the concierge desk. This form must be submitted to the Association prior to any move or delivery so the pads can be put up for you. The form must be accompanied by a \$100 refundable deposit. This deposit will ensure that the movers or delivery personnel adhere to the rules and regulations of the Association and that there is no damage done to common areas during the move or delivery.

5. All construction projects are subject to the rules and regulations set forth in the attached form. Deposits and paperwork must be in place prior to the commencement of work in any unit (see form).

NOISE

Noise must be kept to a minimum to preserve tranquility to which others are entitled particularly before 8:00 a.m. and after 11:00 p.m.

PARKING

GENERAL

1. All decals for parking permit shall be affixed to the lower left side of the rear window except in the case of convertibles. All decals must be visible.
2. Motor homes, boats and trailers are prohibited from parking on OceanTree property.
3. Parking is allowed only in designated areas. No parking is permitted anywhere on OceanTree roadways or under the canopy at the north entrance to the building.
4. The north entrance to the building, under the canopy, is primarily for the pick up or discharge of passengers. Vehicles will not be permitted to stand for an unreasonable length of time under the canopy.
5. If there is sufficient luggage or groceries to require the use of a cart, then loading or unloading should be done through the south entrance, with the exception of inclement weather.
6. No commercial deliveries of any kind are permitted through the north entrance, except US mail.
7. All unidentified or unauthorized vehicles parked on the property are subject to towing. Only one warning will be given before towing.
8. Residents must use their reserved and numbered garage parking spaces. Reserved spaces shall be for the use of the designated unit only. These spaces are assigned by the Condominium Documents and may not be traded, swapped or rearranged.
9. If someone is permitted to use your parking space, notify the office in writing, of the make of car, owner and license plate number.
10. Park front end in (not backed in) and up to the stop.
11. Every vehicle must have either a decal or visitor card issued by OceanTree and must be registered with the concierge.
12. Guests and handicap spaces are on a first come first served basis and none of these spaces are reserved. These are for short term parking only and vehicles with permitted handicap decals.

SOUTH PARKING AREA (uncovered)

1. Every vehicle must have either a decal or visitor card issued by OceanTree and be registered with the concierge. Daily visitors must register with the concierge and provide make, color and parking location.
2. Parking of commercial vehicles and trucks is allowed only on Monday through Friday between the hours of 8:00 a.m. and 4:30 p.m. No contractors are permitted in the building between the hours of 4:30 p.m. and 8:00 a.m. or on weekends and holidays.
3. Vehicles must be parked in appropriately color coded areas, facing forward (not backed in) as follows:
 - a. Residents in area with stops painted white.
 - b. Daily visitors in area with stops painted yellow. Extended term guests of owners and lessees must use the garage.
 - c. Trades people and commercial vehicles in the area with stops painted green Monday through Friday only. Resident and their guests may use these spaces during the hours of 4:30 p.m. and 7:30 a.m. Monday through Friday and on weekends.
 - d. Vehicles with authorized handicap tag in area with stops painted blue. These spaces are for short term parking only, defined as less than 24 hours.
 - e. The spaces immediately adjacent to the dumpster storage area are designated as loading and unloading zones and have a thirty (30) minutes limit for their use. The stops are painted yellow.
 - f. Car wash area is to be used only for washing of vehicles. Waxing, drying, vacuuming is to be done elsewhere. No parking is permitted in this area.
 - g. No storage is permitted. Cars must be in working condition and currently licensed.

PENALTIES

The following penalties may be imposed for violations of the parking rules and regulations:

1. A parking violation notice will be issued and a copy placed in the owner's file. Only one warning will be issued before towing at the owner's expense.
2. Unauthorized vehicles parked in a reserved garage space are subject to towing at the owner's expense.

PETS

No animals or pets of any kind shall be kept in any unit or allowed on the property.

SAFETY

Loitering, playing or running in the halls, lobbies, stairways, elevators or parking ramps is not permitted. Skateboards, scooters, in-line skates or roller skates are not allowed to be used in the common areas. Owners/lessees are responsible for any damage caused by them their children, or their guests and will be required to pay for the same.

POOL AND POOL AREA

The following Rules and Regulations are for the protection of all to ensure safe and sanitary operation of the pool and facilities. Your cooperation in abiding by these conditions will afford pleasant relaxation and recreation for all concerned. Pool temperatures are maintained at 84 degrees.

1. All persons using the pools, Jacuzzi and pool area do so at their own risk and sole responsibility. There is no lifeguard on duty. All non-swimmers and/or small children should be accompanied by an adult while in the pool area and while using the pool/Jacuzzi. Persons using the pool, pool area and Jacuzzi covenant and agree with the Association to make no claims against the Association or Management for or on account of any loss of life or personal injury or damage to personal property except where such loss, injury or damage can be clearly proven to have resulted from and have been caused by the direct negligence of the Association in the operation, care of maintenance of the pools and the pool areas.
2. Children under twelve (12) must have adult supervision when using the Jacuzzi. (FS 64+9.010)
3. Pregnant women, small children, people with health problems and people using alcohol, narcotics or other drugs that cause drowsiness should not use spa pools without first consulting a doctor. (FS 64E-9.010)
4. Persons needing diapers must wear approved swim diapers.
5. Bottles, glassware and other breakables shall not be permitted in the pool area. Plastic water bottles are allowed.
6. Floats, rafts, toys, surfboards or other similar items are not permitted in the pools. However, swim noodles, life jackets, and other similar safety devices are permitted.
7. No running, "horseplay", jumping or diving shall be permitted in the pool, Jacuzzi or pool area.
8. Food and beverages are not allowed in the pool area. Owners and their guests are to keep food and beverages in the gazebo area.

9. All pool users must wear shirts, robes, jackets or other cover-ups and footwear when going to and from the pool area. Bathers may not enter the building unless thoroughly dry. All persons dressed in bathing attire and carrying towels, beach chairs, umbrella and beach and pool paraphernalia must exit and enter the building through the bather's entrance or the south entrance.
10. NO PERSONS WITH OPEN WOUNDS, SCABS, OR BANDAGES ARE ALLOWED IN THE POOL OR JACUZZI.
11. FIRST AID KITS AT THE POOL ARE FOR EMERGENCY USE ONLY.
12. Pool hours may be set by the Board of Directors of the Association and so posted at the pool areas. Use of the pools other than the posted hours is prohibited.
13. All persons must shower thoroughly before entering the pools or Jacuzzi.
14. Non-residents (off site guests of owners) may not use the pool unless the owner is present in the Condominium.
15. The Jacuzzi may not be occupied by more than seven (7) persons at one time. Do not stay in the Jacuzzi more than fifteen (15) minutes at a time as this could be harmful to your health.
16. Litter and refuse of any kind must be placed in the receptacles provided. Resident and guests will cooperate in keeping the pool and pool area clean and presentable at all times.
17. No chairs can be reserved before arriving and when leaving the pool; towels, shoes, books or other objects may not be left on chairs or lounges to reserve them.
18. Radios must be battery operated and may absolutely not be plugged into electrical outlets. Earphones are mandatory.
19. The barbeques in the pool area must be reserved in advance. No cooking will be permitted prior to 5:00pm. Residents are responsible for cleaning barbeque grills after use. The south grill is now available for residents to cook out between 11:00am – 1:00pm. No reservations are necessary.
20. Do not put grill cover on while grill is still hot. Be sure to turn off gas valve when finished cooking.
21. One grill reservation per party will be allowed. In order to make the facilities available to as many as possible, time is limited to two hours.
22. Reservations may be made twenty-four (24) hours in advance. The North gazebo and grill may be reserved up to thirty (30) days in advance with a \$50.00 refundable deposit. If the reservation is not used, one half of the deposit is forfeited.

23. The Management has the right to refuse entry to the pools or pool area or deny pool privileges to anyone who abuses pool privileges or does not abide by these rules and regulations.
24. PLEASE NOTE: Pool and Jacuzzi condensed rules are posted in the pool area and must be obeyed.

SHUTTERS AND WINDOWS

Effective December 14, 2006 the following rule applies to all owners at OceanTree Condominium Association, Inc. Each unit owner agrees to install hurricane shutters, or hurricane impact glass which is in compliance with applicable building codes, on or for all glass doors and windows of, or appurtenant to, the owner's unit. The hurricane shutters and/or impact glass installed shall be consistent with the guidelines and specifications as may be made and amended from time to time by the Board of Directors, meet applicable building codes and have prior written approval of the Association. The cost of installing, maintaining, repairing, replacing and operating the hurricane shutters and/or hurricane impact glass (including without limitation, the frame, hardware and locking mechanisms thereof) shall be the responsibility of each unit owner. All unit owners must have installed or ordered hurricane shutters or hurricane impact glass by May 1, 2007. Any purchaser of a unit after the May 1, 2007 shall be required to adhere to the above rule.

All shutter installations will require Association approval as to type, color and contractor. Owners are required to maintain shutters and windows in good working order.

SIGNS AND LIGHTS

No signs, notices, or illuminations shall be inscribed on or exposed at any window or other part of the building except holiday lighting. Please check with Management for restrictions.

SMOKING

Smoking is not permitted in any common area of the building, garage or pool area except in designated smoking area (bench to the east of garage).

STAIRWELLS, HALLWAYS, ETC.

1. Stairways, hallways and corridors shall not be obstructed or used for any purpose other than ingress and egress from the units. No running or games permitted in the hallways.
2. Open beverage containers and uncovered food plates are not permitted in hallways, elevators or lobby.

ATTIRE

1. The relaxed atmosphere and recreational facilities at OceanTree encourage the wearing of bathing suits and informal attire. Discretion and good taste must prevail.
2. Residents and their families and guests shall wear street clothes in lobbies, corridors, club room and on the grounds except when using the swimming and tennis facilities.
3. Footwear must be worn in the building at all times.
4. Pool users must wear shirts, robes, jackets or cover-ups and footwear when going to and from the pool.

CLUB ROOM

The club room is designated for a wide variety of functions. For the enjoyment of all it is important to comply with the following rules:

1. All areas are designated for family and social functions. It is expected that the furniture and equipment will be used with care and discretion.
2. The resident making reservations will be responsible for cleaning the room immediately after use. A \$300 deposit is required for service and cleanup and is refundable if the room and facilities are cleaned. If repairs or cleaning are required, the deposit will be used to defray expenses. The resident will be liable for any damage.
3. Owners who desire to use the club room for private gathering should make reservations with the management stating the purpose and date desired.
4. Parties shall not go beyond 12:00 midnight and no loud music after 11:00 p.m.
5. The remote for the TV and DVD must be signed out and returned to the concierge desk. Owners will be responsible for damage or loss of these devices.

CARD ROOM

The card room, which contains the library, is for the use and enjoyment of all residents. Return all borrowed books.

1. All paper and other refuse must be placed in the receptacles provided.
2. All residents and guests will cooperate with the management to see that the card room is kept clean, neat and presentable at all times.

EXERCISE ROOM AND SAUNAS

These amenities are provided for the use and enjoyment of the residents and their guests. In order to ensure equitable use of the equipment and cleanliness of the facility, the following rules must be observed:

1. Anyone who uses the Exercise Room, the equipment in the Exercise Room, and its facilities, including the saunas does so at their own risk. Knowledge of proper use and safety precautions is required in order to use the Exercise Room and its facilities. Those individuals without knowledge of proper use and safety precautions should be supervised at all times while in the Exercise Room or its facilities. Absolutely no "horseplay" is allowed in the Exercise Room and its facilities.
2. Towels, clothing, etc. must not be left in the exercise, sauna or shower area. They should be removed by user after the use of these facilities.
3. No weights or other equipment may be removed from these rooms.

GARBAGE

1. All rubbish disposed of in chutes is to be securely tied in heavy duty bags.
2. Boxes and cartons are not to be placed in chutes but should be broken down and carried to the trash room next to the South entrance on the first floor. This area is also for all items too large for the trash chute. The door to the trash room is unlocked during the day. The concierge desk has a key in the event the trash room is locked,
3. Grease, fats and other foreign matter such as paper, cigarette, string, etc. should not be put in the garbage disposal. Grease, fats, etc. should be hardened in containers in the refrigerator and disposed of in a trash bag or similar container.
4. ALL RECYCLEABLE MATERIALS should be placed in the appropriate bins. Food cans and bottles must be rinsed before they are placed in the bin.

HALL DECORATIONS

1. No changes may be made to the halls, by any owner, including wallpaper, lighting, colors and carpeting.
2. Door decorations shall be limited to wreaths, bronze and ceramic plaques not to exceed 12x4 (no plastic), decorative door knockers, and mezuzahs. Nothing shall be permanently affixed to the doors or walls.

SHUFFLEBOARD AND BOCCE COURT

The shuffleboard and Bocce courts are open the same hours as the pool. Equipment and/or keys to the facilities must be checked out at the concierge desk.

TENNIS COURTS

1. Courts will be open at hours posted. Play will be limited to 1 ½ hours. Tennis shoes and proper tennis apparel must be worn on courts. No bare chests.
2. Courts may be reserved at the concierge desk. Phone calls are accepted.

EMPLOYEES

Residents are not to give orders or directions to any employee of the Association. All requests for service shall be directed to the General Manager.

In case of a controversy between a unit owner and an employee, the unit owner will discuss his/her grievance with the General Manager rather than directly with the employee and vice versa.

Complaints regarding the operation of the Condominium or services of the building, grounds, etc. shall be made in writing to the General Manager. A Suggestion Box is located in the mail room for any comments or suggestions.

STATE OF FLORIDA MANDATED RULES

Notice of Board of Directors Meeting — All notices of Board of Directors Meetings will be posted on the bulletin board in the mail room no less than forty-eight (48) hours in advance of the meeting. All notices will be accompanied by a copy of the proposed agenda. In the event the proposed meeting will deal with a change of the Rules & Regulations, the notice will be mailed to all owners fourteen (14) days in advance of said meeting.

Notice of Owner Meeting — All notices of owner meetings will be posted on the bulletin board in the mail room in addition to any other notice requirements in the State Law or Condominium Documents.

Owner Participation at Board Meeting — Any owner may speak at a Board of Directors Meeting regarding any agenda item. Owners will be recognized in an orderly manner, after Board discussion of the matter, by the Chairperson of the meeting and will limit their remarks to three minutes.

Records Inspection — Any owner may request an inspection of the Association records with one week notice to the Management office. Records may be copied at the owner's expense, but the originals may not be removed from the office, or the designated inspection site. Records may be inspected during regular office hours, Monday through Friday, 9:00 a.m. to 4:00 p.m.

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