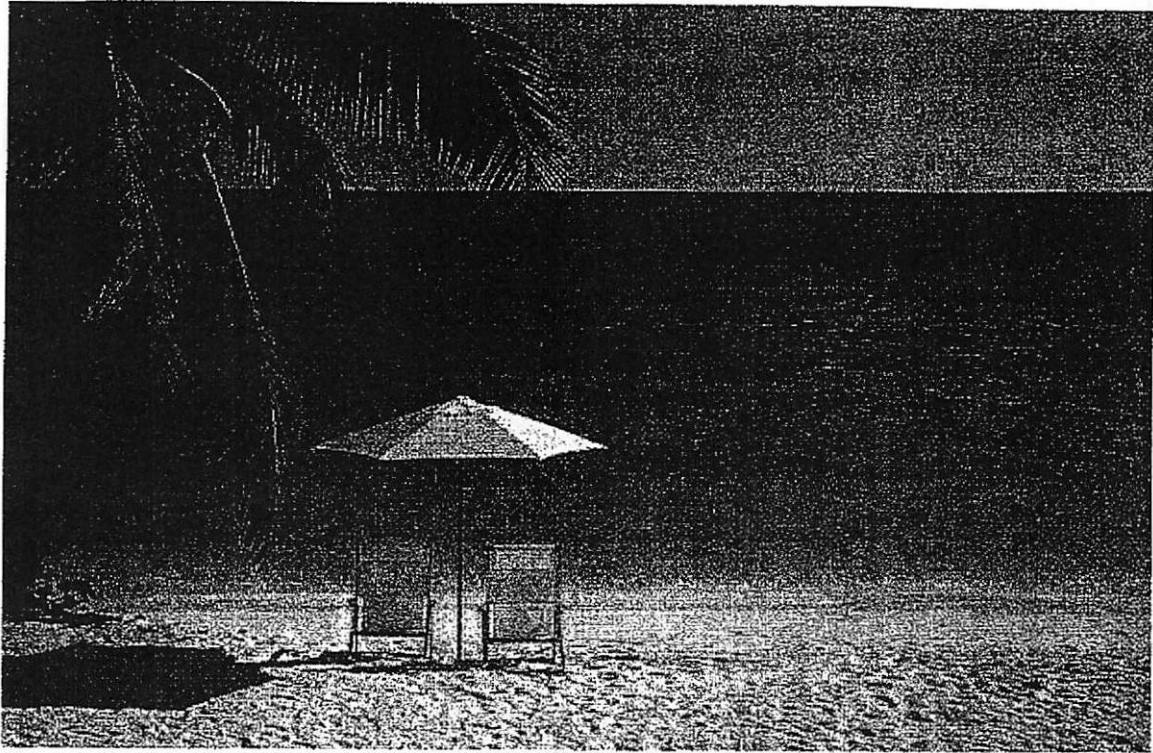


SHORES OF MADEIRA



"Rules & Regulations"

Updated August 23, 2022

SHORES OF MADEIRA RULES & REGULATIONS

Each unit owner, renter, or guest, hereinafter referred to as "Resident" of the Condominium unit, shall be governed by Florida Condominium Statutes and by the following Rules & Regulations, in addition to the obligations and duties set forth in the Declaration of Condominium and the Association's Bylaws, Articles of Incorporation and any amendments to those documents. The rules set forth in this document supersede and replace any and all "Rule & Regulations" previously adopted by the Board of Directors.

The "Rules & Regulations" have been modified, clarified, and adopted by the Board of Directors. Please become acquainted with them and explain them to your guest, family, and renters. A RENTER NEEDS TO REVIEW A COPY OF THESE "RULES & REGULATIONS" AND WILL BE RESPONSIBLE FOR THEIR CONDUCT AND ACTIONS AS TENANTS.

SECTION 1: GENERAL RULES:

1. All owners must have prospective renters complete our "Lease Application" and submit it to our Management Company and receive Board approval prior to renting.
2. All present owners prior to disposition of their condo unit will complete a "Change of Ownership Application" and submit to our Management Company and receive Board approval of prospective Buyer.
3. All renters/guests must make themselves known to the Maintenance Supervisor, no later than 9:00am,, the morning following arrival. The Maintenance Shop is located on the Northeast Front of the Building, and the Cell # is (727) 459-8221.
4. All renters, guests, and workers must sign the "Sign-In Register" located in the lobby upon arrival.
5. All renters and guests must read & acknowledge the fact that they have read a copy of our "Rules & Regulations" and will be responsible for their conduct and actions.
6. The Maintenance Supervisor has complete charge of the building and is authorized to supervise all persons on the property and to enforce the Rules & Regulations of the Association. If any person is on the property without permission, it is his duty to ask him or her to leave This includes the lobby and all areas of the pool, patio, and parking area.
7. The Maintenance Supervisor is not to be used for individual unit repairs while on duty. A renter is responsible for notifying the owner if a problem arises in the unit.
8. Each person residing in the unit must familiarize themselves with the location of the exit stair and be aware that if the alarm goes off the elevators will not operate.
9. Children under the age of fourteen 14 are not permitted in the elevators without being accompanied by an adult, eighteen years or older.
10. No dripping bathing suits, sandy or wet shoes or bare feet allowed in the lobby area or on the elevators.
11. The party room and the covered patio area can be reserved for a specific period but not the swimming pool. The use of any reserved common areas may only be between 9:00am. — 10:00pm.
12. The grills cannot be reserved exclusively, all residents are allowed to use the grills at any time during these same hours and grills must be cleaned after they are used. Gas must be

turned off. The user of party room, grill area, covered patio area and any other common area will be responsible for any damage, loss, clean up and removal of trash to dumpster.

NOTE:

13. To reserve party room or covered area, please contact management, and write name, condo number and date & time on board in Kitchen. In any event it is the responsibility of the owner to make sure that the common areas used are put back into the same condition that they were found, and that all garbage be removed from garbage pails in common areas and placed in dumpster. Should there be any damage or required clean-up by the Association, condo owner will be billed. In order to observe courtesy to owners in residence, all reserved parties with 25 or more people cannot start before 3:00pm., without Board approval.
14. All doors and gates must be kept locked at all times and NEVER left propped open. PLEASE do not open the front door to anyone that you do not know.
15. Grocery carts (in south storage area) and luggage caddy (in library area) must be returned immediately after use.
16. CALL BOX INFORMATION:
17. This system allows you to open the front door when guests call you from downstairs. After answering the phone, you will have sixty seconds to activate the door lock by holding the #9 button for one second, after pressing #9 simply hang up. If you are on the phone when a visitor calls, they will hear a busy signal. If you do not wish for the caller to enter the building, just hang up the phone.
18. All owners and renters must check and clean their dryer vent that discharges into the common area weekly.
19. Anyone borrowing tools from the "Association Toolbox" must sign the "Tool Register" and return borrowed items promptly or they will be charged for the replacement.
20. If you are a summer renter, there is a hurricane evacuation plan available upon request. Please see Maintenance Supervisor. (Remember when the bridge goes up, there is no way off and beach.
21. For the consideration of all owners/renters, any preparation or cleaning of foods must either be done outside (not in the pool area) or in your own unit. All garbage and scraps must be bagged and put into the dumpster and not in the garbage pails in the common areas.
22. Our kitchen is a working kitchen and does not meet the Fire Code for cooking purposes.
23. Fireworks of any kind, including sparklers, are prohibited on balconies, and may not be set off anywhere on Association property.
23. Gas grills or smokers of any kind shall not be permitted on the balconies. Electric grills are permitted per fire code.

24. Any railings shall be used only for the purposes intended and shall not be used for drying towels, clothes, etc.
25. No storage of visible boxes, crates, cartons, etc., shall be permitted on any balconies or common areas.
26. No holes can be drilled into waterproof membrane on the deck, without prior Board approval.
27. If any work is being done in a unit involves noise, the work being done must be conducted between the days of Monday through Friday from the hours of 8:00 am. to 5:00 pm. In addition, no outside contractor will be allowed to do any work outside of the stated days and times and will not be allowed to work on holidays. NOTE: Emergency construction will be allowed to take place at any time of day in order to minimize damage and prevent additional damage.
28. All owners and contractors work in any unit must remove all construction debris/trash from the property and clean the elevators, walkways, parking area, etc., that would cause additional cleaning by our maintenance staff.
29. No member shall be given more than three (3) minutes to speak on any one motion in any one meeting.

SECTION 2: PARKING AREA RESTRICTIONS:

1. Please park your car in the assigned numbered spot for your unit. Only a guest may park in the guest spot area while visiting, but only on the day of visit. Our parking lot cannot be used by friends going to the public beach.
2. If you have a second car during your stay, it must be parked in a guest spot,
3. No owners/renters or guest who own, commercial or lettered vehicles shall park their vehicle in any parking space except with written consent of the Board of Directors of the Association Campers, recreation vehicles, boat trailers or jet skis may be parked in our parking lot for purposes of loading and unloading but for no longer than three (3) calendar days in our designated area. (Please see Maintenance Supervisor).

SECTION 3: UNIT OCCUPANCY AND APPEARANCE REQUIREMENTS:

1. Maximum of six 6 renters in a two-bedroom unit and three 3 renters in a one bedroom.
2. No pets or animals of any kind or size are allowed at any time by renters.
3. Pets shall be leashed or carried and controlled at all times when outside of the unit and by no means can they run loose.
4. Pets shall only be walked or exercised upon these portions of the property marked "Dog Walk" and should the pet defecate in the "Dog Walk" area. The resident shall be responsible

to dispose of the pet waste in a sanitary manner. A small sealable plastic bag is recommended and should be disposed of in the dumpster.

5. Pets that disturb other "Residents" by barking, running loose or otherwise deemed to be dangerous or a nuisance shall be removed by the pet's owner if directed to do so by the Board of Directors.
6. If you cart beach items back and forth to your unit, they must be cleaned first.
7. Trash can be disposed of in the garbage room, located on the south end of each balcony, between the hours of 8:00 a.m. and 9:00 p.m. only.
8. Persons under the age of eighteen (18) will not be allowed to stay or occupy a unit either as a renter, guest or owner or guest of a lessee without an adult of eighteen years or older, present.
9. No owner may lease or sub-lease his/her unit without the written consent of the Board.
10. No lease shall be for a period of less than thirty (30) consecutive days.
11. Each unit owner intending to lease his/her unit must submit a "Lease Application" accompanied by a \$100.00 Application/Background Check Fee, payable to the Association. Lease Applications are available from the Management Company. If the same lessee (renter) returns to the Shores of Madeira within the last 12 months, no additional fee will be charged for the second visit.
12. Within thirty (30) days after receipt of the application to lease, the Board must either approve or disapprove the transaction.
13. The Management Company and Board have the authority to terminate any or all lease agreements in the event of violation or non-compliance with the Declaration of Condominium and Rules & Regulations of the Association, as well as to take any necessary action as outlined in these "Rules & Regulations".
14. "Change Of Ownership Form/Sale Application" for sale or transfer of unit may be obtained from the Management Company for the purpose of giving the Association notice of sale or transfer. The form is to be completed and given to the Management Company together with a (check) for the appropriate amount, payable to the Association for the screening fee.
15. Within thirty (30) days after the receipt of the completed "Change of Ownership Form", the Board must either approve or disapprove the proposed transaction.
16. "For Sale", "For Rent" or any other self-promotional signs, displays, or advertising by Residents shall not be permitted on any portion of the Shores of Madeira property. Only Board approved materials can be displayed.

17. Between the hours of 10: 00pm.and 8:00am., no one shall make or permit any loud or disturbing noises to be made in the Association common areas or in a unit that would interfere with the peaceful enjoyment rights, comfort or convenience of other resident. This includes, but is no limited to, construction noise, musical instruments, stereos, radios, etc.
18. No flammable, combustible, or explosive fluids, chemicals, or other dangerous substances shall be kept in any unit, balcony, or storage area except those sold and required for normal use. There is no exception for the hallway storage areas.

SECTION 4: SWIMMING POOL AND SURROUNDING DECK AREA RULES:

1. Bathing suits must be worn in pool and spa, not shorts. Swim diapers must be worn, by young children or anyone, regardless of age who are deemed incontinent. When disposing of diapers please wrap in plastic bag before putting them in the garbage dumpster.
2. Read and obey all posted signs around pool, noting in particular no lifeguard is on duty and all persons using the pool or spa shall do so at their own risk. Children under the age of fourteen (14) must be supervised by an adult when in the pool. Children unsupervised will be asked to leave the pool
3. You must shower to remove sand all tanning/sunscreen products prior to entering the pool or spa. Cover chairs with towels if you are using these products.
4. Gate beach must be kept locked at all times for insurance and security reasons. Do not let people unknown to you in from the beach.
5. Pool chairs and lounges must be put away after use, in the north storage area and must not be left out overnight. Chairs and lounges cannot be reserved by placing a towel or belongings on them. Chairs, lounges, and tables unoccupied for more than one hour shall be considered available.
6. No glasses or breakable containers, food or drinks are permitted in the pool or spa area. (Health Department Regulations) Non-breakable containers, containing either food or drink are permitted on tables.
7. No pets are allowed in the pool or spa, or in the pool or spa areas, any area within the gates. (Health Department Regulations)
8. Pool or spa controls are not to be touched by unauthorized personnel.
9. Smoking is not permitted anywhere on the property except in a private unit.
10. Excessive noise, wrestling or running are not permitted in the pool or in the pool area. No diving or jumping in the pool. We would ask you to respect our older guests.
11. Only persons in residence and their guests may use these facilities. Local friends and relatives are not permitted to use these facilities when the owner or lessee is not in residence.

12. When pool is occupied by more than two (2) people, no floats or rafts are permitted.
13. No disturbing noise, loud radios or audio devices shall be permitted at any time on any part of the property.
14. No birds shall be fed from the balcony, pool, or patio area.
15. Umbrella's need to be folded down when not in use,
16. Maximum of fifteen (15) persons in the pool at one time.
17. The pool may only be used between dawn to dusk.

SECTION 5: SPA:

1. Spa rules at poolside should be read and followed.
2. The temperature of the spa is approximately 104 degrees and is not suitable for young children.
3. Children under the age of fourteen (14) are not permitted in the spa, unless accompanied in the spa by an adult eighteen years or older.
4. Maximum of six (6) persons in the spa at one time.
5. The spa may only be used between dawn to dusk.

SECTION 6: ELEVATORS:

1. No children under the age of fourteen (14) permitted in the elevator unless accompanied by an adult eighteen years or older.
2. No dripping bathing suits, wet shoes or bare feet permitted in elevator.
3. If elevator car stops there is a button to push, and you will be able to speak directly into the maintenance company monitor. This is not a dangerous situation, and the air will continue to flow.
4. There is to be no moving of any large items in elevators without pads and flooring placed in elevator. Please notify Maintenance Supervisor (727) 418-8242, 48 hours in advance to have padding and flooring put in elevator.

SECTION 7: COMPLAINT PROCEDURES:

1. Any Resident observing a violation of these "Rules & Regulations" is encouraged to notify the Management Company or the Board, with a brief written summary of an alleged violation, including the date, time location, name(s) of the individual(s) involved, and the unit number if known.

Violations of these "Rules & Regulations" by owners or lessees (renters) can be called in to the Management Company at (727) 584-6695, 24 hours a day or to the Board. Violations should be reported to the Management Company or the Board as soon as possible.

The Board will investigate those complaints submitted in writing. Should a verbal complaint be presented, it must be followed up by a written complaint.

2. Upon review by the Board, if it is determined that a violation has occurred, the Board shall inform the violator and/or unit owner of the violation in writing, and if appropriate, the violator shall be given a period of time in which to comply.
3. Residents who may receive a violation notice may request, in writing, that the violation be reviewed with the Board, if they believe that there was no infraction or that there may have been extenuating circumstances.

SECTION 8: ENFORCEMENT ACTIONS:

1. Any flagrant or repeated breach or violation of the foregoing "Rules & Regulations" by a tenant shall result in the owner's (lessee) Application approval being revoked, the unit owner notified that the lease with the violating tenant must be terminated, and the condominium unit involved vacated with a period of time not to exceed fifteen (15) days.
2. Should a tenant fail to vacate the condominium unit within the specified time period, the unit owner shall be responsible for the cost of any eviction proceedings which may be required.

SECTION 9: RESPONSIBILITY OF MANAGER:

1. The Management Company is empowered by the Board to enforce the "Rules & Regulations" in a firm, courteous manner. Cooperation if respectfully solicited will be appreciated by the Board of Directors of the Association and the Residents of our community.