HARBOUR VILLAGE™

Community Rules and Regulations

Harbour Village Golf & Yacht Club

INCLUDING CONSTITUENT ASSOCIATIONS

- **Harbour House**
- **Links North**
- **Links South**
- **Harbour Village Marina**
- **Oak Hammock**
- **Rivers Edge Condo**
- **Riverwalk Condo**
- **Riverwalk Courtyard Homes**

Adopted by the Board of Directors on May 15, 2015, effective July 1, 2015; amended March 15, 2021 and amended February 18, 2022; amended June 28, 2022; amended August 22, 2024

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HARBOUR VILLAGE CSA
AND
SUB ASSOCIATION MANAGEMENT

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DEFINITIONS AND PURPOSE

The benefits of living in a condominium community are many the wealth of amenities, the sheltered environment, a shared community spirit and camaraderie. The criteria outlined in these rules and regulations were created to capture and build on the shared community spirit and to assist each individual homeowner to enjoy their homes in peaceful and amicable harmony with their neighbors. Such guidelines are vital to preserving the value of every home and every collective amenity for the common good of all condominium members.

Association - Any reference to "the Association" specifically refers to the Harbour Village Golf & Yacht Club Community Services Association, Inc., (The Master Association or Harbour Village CSA) a/k/a HVCSA.

Associations – Any reference to "the Associations" specifically refers collectively to the Harbour Village CSA, Harbour House, Links North and Links South, Oak Hammock, The Marina Association, River's Edge, Riverwalk Condo and Riverwalk Courtyard.

Association Member – Any person who owns a condo unit within the Associations known as **"**Harbour House, Links North and Links South, Oak Hammock, The Marina Association, River's Edge, Riverwalk Condo and Riverwalk Courtyard".

Board of Directors – Any reference to the Board of Directors refers to the elected persons serving on the Board of the Harbour Village CSA, Harbour House, Links North and Links South, Oak Hammock, The Marina Association, River's Edge, Riverwalk Condo and Riverwalk Courtyard.

The Boards of Directors of Harbour Village CSA, Harbour House, Links North and Links South, Oak Hammock, The Marina Association, River's Edge, Riverwalk Condo and Riverwalk Courtyard Associations are responsible under the Declaration of each Association and therefore have established the following rules and regulations for the use and enjoyment of the facilities owned or controlled by them.

These rules and regulations are vital to preserving the value of the amenities for the common good of all Residents and Guests. They are subject to change by the joint approval of the entities stated above, as they deem necessary, and will be enforced uniformly.

Common Areas – All property as defined in the Declaration of Condominium that is held by the Associations and exclusive of that owned by the Unit Owners.

Guests– Those persons invited onto the property by a Unit Owner or a resident Lessee.

All Residents and Guests entitled to use certain Common Properties and facilities shall comply with these regulations. All Association Members are responsible for the actions of their lessees/tenants, invitees and guests at all times while on common property. All of these rules and regulations shall apply to all Unit Owners, Guests, Lessees, even if not specifically so stated in portions hereof.

Harbour Village Event – a/k/a HVE are those events to which all HV owners (which include guests or renters) are invited to attend. HVEs can be sponsored either by the CSA or by one or more unit owners.

Invitees and Guests of Residents – Are referred to as Guests.

Lessees/Tenants - Are referred to as Residents.

Management – Refers to the management company and its employees who are hired to manage the Harbour Village CSA, Harbour House, Links North and Links South, Oak Hammock, The Marina Association, River's Edge, Riverwalk Condo and Riverwalk Courtyard.

Resident – Refers to Association Members and all Lessees/Tenants, legally domiciled individuals such as family members, etc.

Permanent Resident – Non-owner residing in the unit full time. Must prove full-time residency by presenting a driver's license with name and unit address on it. A spouse, not listed on the deed, is automatically considered a full-time resident. Does not apply to minor dependents.

Unit Owner – Refers to an individual, corporate entity, or boat slip, either privately or collectively, within the Harbour Village CSA, Harbour House, Links North and Links South, Oak Hammock, The Marina Association, River's Edge, Riverwalk Condo and Riverwalk Courtyard Associations.

These rules and regulations shall be cumulative with the covenants, conditions and restrictions set forth in the Declarations of Condominium, Articles of Incorporation and By Laws of all Associations.

Nothing contained in these rules will serve to take precedence over the documents of each Association's individual Declaration, Article of Incorporation and Bylaws or the Florida Statutes, and the governing documents take precedence over any contradictory or interpretive issues.

Website Forms available for download:

1. All Architectural Review Forms for interior modification to your unit.
   See tab on the website at **https://harbourvillagecsa.hoaspace.com** for selection of the appropriate form.

2. Specific Charters/Rules and Policies adopted by the CSA Board of Directors.

   HV CSA Board and Committee Structure – adopted February 26, 2018
   Architectural Review Charter – adopted February 26, 2018
   Procurement Policy – adopted December 15, 2017
   Pass and Tow Policy as it relates to the CSA Building Parking Lot – adopted October 20, 2017
   Tennis Court Rules and Regulations – adopted October 20, 2017
   Vehicle Pass and Enforcement Policy – adopted July 28, 2017

RULES REGARDING USE OF COMMON PROPERTY
(as applicable to CSA and/or Building Association)

The establishment of reasonable standards for use of Common Property serves to preserve and protect those areas for the benefit of all Associations members and those others that are permitted to use or access them. The Common Property is not to be used by any Resident or

Guest for any purpose other than that which it was designed and intended for, or in any manner that would unreasonably interfere with reasonable use by others.

This document is not intended to be all inclusive of the recorded governing documents for the Associations.

All Association Members, Guests, Residents, Lessees and Unit Owners shall treat all other Association Members, Guests, Residents, and Lessees, Associations' staff, employees, management, and maintenance and security personnel with respect. And as such, shall refrain from, and be prohibited from engaging in any behavior and/or conduct which may be construed as threatening, abusive, profane, or defamatory (as reasonably determined by the Associations' Boards of Directors).

1. The sidewalks, entrances, passages, and like portions of the Common Property shall not be obstructed nor used for any purpose other than for ingress and egress to and from the Common Property; nor shall any carts, bicycles, carriages, chairs, tables or any other objects be stored therein, except in areas (if any) designated for such purposes. The hallways/walkways of all condominium buildings, sidewalks, driveways, and stairways shall not be obstructed or used for any purpose other than ingress and egress from the residence. Doormats, shoes, or other items shall not be placed or stored in the hallways/walkways, unless allowed by the individual Building Association.

2. Toys and vehicles, such as tricycles, bicycles, skates, scooters, hoover boards and Segway scooters and the like which are ridden or propelled shall not be utilized on any balcony, or in any of the common areas of the grounds other than those areas which may be specifically designated for their use. The operation of such equipment in the garage area is prohibited at all times.

3. Bicycles are not permitted in the elevators or lobbies at any time, except to take bicycles to and from lessee's or owner's condominium. At present, bicycles may be stored in the areas so designated by the individual condominium.

4. No person shall be permitted to loiter or play in the stairways, walkways, lobbies, clubrooms, fitness center, elevators, or garage areas.

5. For the safety of all residents, there is to be no skateboarding or riding on a skateboard on any Harbour Village properties, but not limited to common areas such as boardwalks, pavilions, walkways, roadways, railings, pool areas, tennis courts, garages or parking lots.

6. No sign, advertisement, notice or other graphics or lettering shall be exhibited, displayed, inscribed, painted, or affixed in, on or upon any part of the Common Property, except signs used or approved by the HVCSA Board. The above rule is not to prohibit commercial vehicles parked temporarily on common property for the purpose of providing service to the association or residents.

7. HVCSA Board, or their designee, is solely responsible for the placement of all community notices and announcements in the appropriate message centers on property. Common Property and Message boards within the Building Associations are governed by that Association's Rules and Regulations.

8. The HVCSA Board shall be solely responsible for directing and supervising employees of the Harbour Village Association. HVCSA employees are not to be utilized by Residents or Guests for personal errands.

9. Minor aged children are the direct responsibility of their parents or legal guardians, including full supervision of them while within the Harbour Village Property and Associations, ensuring full compliance by them with all of these Rules and Regulations.

10. Bathers are required to wear footwear and a dry cover over their bathing suits before entering enclosed recreation facilities, building lobbies or elevators. No wet bathing suits are permitted on the furniture in the lobbies or Clubhouse, Beach Club or on any Fitness Center equipment.

11. Any personal belongings left unattended in or around the common property of the Associations will be collected and held by the Association. Any belongings not claimed within 30 days shall be disposed of or donated to a local charity.

12. Smoking is prohibited in all indoor areas of the associations' common properties including the elevators and punishable by State Law in accordance with the Florida Clean Air Act, Section 386.201 Florida Statutes. Elevators should be kept clean and free of sand and debris. Proper attire must be worn at all times (e.g. shoes, shirts, and cover-ups).

13. The equipment and furnishings of the Associations have been provided for the use and enjoyment of all Residents and Guests. Please use and enjoy them in a responsible manner, and do not remove them from their designated areas.

14. Responsibility for repair of damage caused to common areas including but not limited to elevators, walls, landscaping, appurtenances, properties or equipment will be that of the owner of the unit whose family, guest, or lessee caused such damage. The owner will be responsible for all costs.

15. Except for holiday lights, strict rules apply towards the display of all items on balconies and patios at any association.

    a. No signs, signals, or advertisements are allowed at any time.

    b. Holiday lights/decorations are allowed on patios, balconies, railings, and floors only during the following specified times of the year:
        i) From mid-November until mid-January of the next year.
        ii) For Easter, July 4th, Halloween, and Valentines Day, the display of lights/decorations shall not exceed14 days total display time for each occasion.
        iii) On other federal holidays, lights/decorations may be displayed the day before until the day after the holiday.

    c. Flags: As per state statute, any unit owner may display one portable, removable (not affixed to HV walls), cloth/nylon/polyester United States flag in a respectful way all year long, and on Armed Forces Day, Memorial Day, Flag Day, President's Day, Independence Day, Patriot's Day, and Veteran's Day, may display in a respectful way one portable, removable (not affixed to HV walls) flag that officially represents the United States Army, Navy, Air Force, Marine Corps, Space Force,

or Coast Guard. No flag shall be larger than 4½ feet by 6 feet. NO other flags are allowed at any time.

d. Illumination: Free standing LED solar lights (i.e. flicker/torch lights, decorative lights) are allowed on balconies and patios at any time. These lights must not be spot or pulsating and must not be affixed to walls, ceilings, floors, or railings.

16. No outside shades, awnings, or window guards shall be used, except those put up or approved by the Associations.

17. There shall be absolutely no flying of any type of remote-controlled device while on CSA common property or over such property from within a residential condominium or public areas outside of the property without the approval from the Management Office.

18. Absolutely no feeding of birds or wildlife is permitted anywhere on HVCSA Association Property.

19. While fishing is permitted from the pier (boardwalk), no bait boxes, crab traps or other containers are to be tied to/off the boardwalk and left attached to the boardwalk after fishing. All items must be removed.

20. No parking of boats, trailers or recreational vehicles is permitted on the Common Property unless such parking was to be specifically designated by the HVCSA Board for such purpose. No parking of any vehicle without a current valid registration and tag is permitted. This rule shall not prohibit the parking of otherwise prohibited vehicles in the course of providing services to the Association property.

21. No repair of vehicles shall be made on common property except in case of an emergency.

22. All persons shall obey all posted traffic signage in and around the community and park only in designated parking areas.

23. Names or signs are not permitted, except in the space provided on the door of each residence. The Association will specify and procure identification signs for this use on the mailbox, directory, and intercom panel.

24. Common areas and limited common areas shall not be used for the storage of furniture or other personal property.

25. Beach and swimming attire may be worn only with appropriate cover-up in the elevator and in the lobbies.

26. The exterminator must be permitted entrance into each condominium by owners or occupants to insure maintenance of adequate control of bugs and insects.

27. Eating of food, drinking of beverages, and littering of any kind is prohibited in the lobby, elevators, walkways, and common indoor areas.

28. The Association and staff are not available to let workmen or decorators in your unit. Owners must make arrangements directly with work crews.

29. Scaling or the cleaning of fish in the common areas (including in the garage area) is strictly prohibited.

30. Unit owners may NOT adjust TEMPERATURE controls on pools and spas. Please notify the Association if there is an issue with the temperature.

31. Keep your units secure; however, the Association must have reasonable access for repairs and immediate access for emergencies.

32. Owners who are absent should turn off the main water valve, water heater and small appliances.

33. Umbrellas located at the pools must be securely anchored, closed and tied when not in use.

ARCHITECTURAL CONTROL AND MAINTENANCE STANDARD:

1. The Board shall establish an Architectural Control Committee consisting of (5) members who need not be owners.

2. No building exterior, wall or other exterior structure shall be modified, constructed, changed, or altered without the express approval of the ARC Committee.

3. No change or alteration to any exterior landscaping will be permitted without the express permission of the HV CSA Landscaping Committee and HV CSA Board's approval.

TRASH & GARBAGE

1. Everything going into the trash chute MUST BE BAGGED in plastic and tied securely.

2. Incorrect disposal of garbage and/or trash may create a health hazard as well as creating noxious and unpleasant odors within a building. The following items must not be placed in the trash chute:

    a) Wet or raw garbage
    b) Items which are not bagged in plastic or otherwise securely wrapped.
    c) Large bottles.
    d) Cardboard cartons, including pizza boxes.
    e) Untied or un-bagged diapers of any kind.
    f) Paint or other hazardous materials.
    g) Un-bagged animal waste.
    i) Plants or wood.
    j) Newspapers.
    k) Construction materials of any type.

3. Cardboard cartons and items too large to fit easily into the garbage chute (including boxes) must be carried to the trash room in the garage.

4. Large cartons, wooden boxes or crates, and bulky packing materials should be neatly stacked in the dumpster

5. The trash chute may not be used between the hours of 10:00 pm - 6:00 am.

6. Recyclables are to be picked up as per the posted schedule in the trash room. Dumpsters are not available for recyclable that day.

PETS

1. Unit owners may have pets appropriate to condominium living.

2. Indoor pets include cats, fish aquariums, and birds. They are limited to the confines of the unit within the boundary of the balcony.

3. Outdoor pets may include dogs and cats. A maximum of two outdoor pets per unit is allowed. The demeanor of the animal must be appropriate to condominium living.

4. Any pet leaving a condominium unit shall be adequately constrained or leashed while in the common areas. A responsible person must always accompany the animal while the pet is outside of the unit and within common areas. Such areas include common area pedestrian walkways where so designated for access from buildings to sidewalks.

5. Dogs are not to be walked within 10 feet of a condominium building except for egress/ingress of condominium property. Dogs can however be walked on any sidewalk. No pet is allowed at the pool areas, clubhouses, Pub, beach club, golf course, tennis courts, or any other common amenity area, unless if provided for under the law.

6. Pet owners are responsible for cleaning areas soiled by their pet(s), and must pick up all solid wastes from their pet(s) and dispose of them in designated containers provided throughout the property. Inside trash receptacles are not designated containers.

7. No pet shall be bred for commercial use.

8. The condominium unit owner shall be responsible for damage caused by his pet or the pet of his guest to the common areas.

9. Outside pets must have required immunization and vaccination shots as recommended by the American Veterinary Association. Proof of shots must be shown on request.

10. Any pet that creates a nuisance to residents must be removed.

11. Renters, guests, and family members using a unit owner's unit are subject to the same rules of the owner. If you have pets, please encourage others not to bring pets when they visit and to keep the number of pets per unit at no more than two. A unit owner can restrict renters from bringing pets to the unit while renting.

POOL AND HOT TUBS

1. Rules for the pool and pool area will be posted at the pool area and will be enforced by the Community Services Association or the Building Association.

2. Pool hours: Dawn to Dusk. These pools are located at the Marina Club (adjacent to the Pub), the Beach Club located on South Atlantic Avenue and the small pool in the Riverwalk Courtyard Homes.

3. A gathering of 20 or more people in the pool deck area is not allowed without notice to the CSA Management Office and entering into a private event agreement with the Association. If this occurs without authorization, a facility use fee of $200.00 will be charged. HVCSA parties are exempt.

4. Pool may be used by the owners, renters, and guests.

5. No lifeguard is on duty. Use the pool/spa at your own risk.

6. NO DIVING.

7. Incontinent persons or persons who are not toilet trained must wear tight fitting rubber briefs or pants, designed to protect against leakage while swimming.

8. Persons under 12 are the direct responsibility of their parents or legal guardians, including full supervision of them while within the Harbour Village Property and Building Associations, ensuring full compliance by them with all of these Rules and Regulations.

9. Shower off sand and saltwater before entering the pool or building. Tar and oils must be removed from feet or shoes at beach entrance when using the Beach Club pool deck, prior to entering the pool area.

10. Breakable containers are not permitted on the pool deck/spa area. By Florida Health Code, only bottled water in plastic bottles is allowed on the pool wet deck (as defined as the area within 4 feet of a pool or spa) for pool patron hydration. Plastic, non-breakable containers for drinks are permitted and food is allowed on the other deck areas. Absolutely no eating or drinking in the pool or spa.

11. Patrons of the common area pools are allowed to toss approved toys in the water. Approved toys are soft, cloth-style balls designed for pool use. Beach balls, smaller than 24 inches in diameter, are also permitted. Diving rings and diving sticks may be used if they are dropped rather than thrown. Nerf balls, footballs, and other sports balls, frisbee style discs, remote controlled toys and other toys not specifically designed for pool use will NOT be allowed. No running, rough play or throwing of any other objects is allowed in the pool or on the pool deck.

12. Fun noodles and life vests, children swim floaters and single person floating mesh pool chairs (not to exceed 29 inches) are permitted in the pool.

13. Animals are not allowed in the pool, pool area, or on the beach.

14. Hair longer than shoulder length must be tied up or worn in a cap.

15. Only bathing suits are to be worn in the pool.

16. Only battery-operated devices are allowed in the pool area. Radio, audio or electronic devices must be maintained at a low volume as not to disturb others. Personal headsets are suggested.

17. Do not remove furniture from the pool area.

18. Cover chairs and lounges with towel or cloth when sunbathing.

19. Placing towels or other objects on chairs/lounges, except when you are in the pool cannot reserve pool furniture.

20. Smoking/vaping (if allowed) is only allowed in desingatued smoking areas as marked. Cigarettes must not be stubbed out on the pool deck and must be disposed of in an ashtray, which then must be emptied into a trash container. Cigarette butts must not be left in the pool area.

21. All pool gates must be closed and locked at all times for safety and security.

22. No one, at any time, may climb or jump over a fence on community grounds. This specifically includes the pool and hot tub areas.

23. Only AUTHORIZED personnel can adjust the pool or hot tub thermostats and controls. Unit owners, guests, and visitors tampering with controls at the pool (other than the timer on the hot tub) are specifically prohibited. Contact the Association Management for temperature adjustments.

EXERCISE ROOMS, SAUNA AND STEAMROOM:

1. Hours of operation are:

   Beach Club Exercise Room/Sauna is 5:00 a.m. to 11:00 p.m. - Daily
   Marina Club Exercise Room is 7:00 a.m. to 12:00 p.m. - Daily

2. Persons under 12 are the direct responsibility of their parents or legal guardians, including

3. full supervision of them while within the Harbour Village Property and Associations, ensuring full compliance by them with all of these Rules and Regulations.

4. The use of exercise machines is at your own risk.

5. No radios or other audio devices (except which has been provided by the facility) are permitted. Personal headsets are acceptable.

6. All weights must be returned to their appropriate racks when not in use. The placing of a weight on an exercise machine or device to further increase its inherent resistance is strictly prohibited.

7. Never leave weights on bars.

8. Wipe down equipment after use.

9. Report damage or inoperable equipment to the CSA immediately.

10. The sauna is available for use between 6:00 am and 9:00 pm.

11. If you are inexperienced in using the sauna, it is important that you seek the advice of your doctor before you use it.

12. No person should use the sauna alone. There should be two or more people present while the sauna is being used for your own safety.

13. You must leave the sauna clean, turn all controls to zero, and turn off all of the lights.

RULES AND REGULATIONS FOR THE USE AND RESERVATION OF THE BEACH CLUB, MARINA CLUB AND COMMUNITY CENTER

GENERAL:

1. It is strongly recommended that persons under 12 years of age be supervised by a responsible adult, parent, or guardian while inside any club or pool area to ensure compliance with all established use guidelines is required.

2. Employees and/or subcontractors of the Association shall not be expected to supervise minor aged persons of residents and/or guests.

3. No animals will be allowed in the Beach Club, Marina Club or Community Center, with the exception of service animals.

4. CSA assumes no liability for personal items that are lost, stolen or damaged while at the Beach Club, Marina Club or Community Center.

BEACH CLUB SPECIFIC:

Hours of operation are from 5:00 a.m. - 11:00 p.m. daily.

1. All persons must be appropriately attired including footwear, clean of sand, shirts and/or coverups over bathing suits. No one wearing a wet bathing suit may enter the clubrooms or Exercise Rooms of the Beach Club.

2. No skateboards or rollerblades are permitted in the Beach Club or within the parking lot area.

3. Food products left in the refrigerator will be disposed of on a daily basis. Residents using the kitchen facilities are expected to clean up after themselves.

4. Lockers are for day use only. If locks are not removed daily, CSA may have the lock cut and all items inside will be removed and bagged for pick up at the CSA management office. There will be a 30-day holding period at which time the items will be disposed of.

5. The Beach Club, including the pool and deck area is designated as a non-smoking/non-vaping facility.

6. Private functions must be reserved through the Management Office. Refer to Clubroom reservation policies.

MARINA CLUB SPECIFIC:

1. Hours of Operation are from: 7:00 a.m. to 12:00 p.m.

2. All clubroom activities and parties are to conclude by 12:00PM, except for New Year's Eve.

3. Unless otherwise reserved, the clubroom will be closed and locked from 12:00PM until 7:00AM. NO ONE is permitted in the clubroom during these hours.

4. Wet swimwear, bare feet, and sporting equipment are not allowed in the clubroom.

5. All food and drink containers and other trash must be removed by the users.

7 Pool table equipment must be handled with care and replaced in appropriate place when finished.

7. Shuffleboard table is owned by the Pub Operators and must be unlocked and relocked by Pub Staff. Shuffleboard equipment must be checked out at and returned to the Pub Bar using their defined security protocols. Food and/or drink will not be set on top of the shuffleboard table at any time, nor shall anyone sit or stand on the table or the pool table.

8. NO SMOKING/VAPING

9. If the television is used, the user must turn it off when finished and return the remote to the table.

10. Decorations may not be attached to the walls, ceiling, or painted surfaces by tape, push pins, nails, or any other fastener that may cause damage or discolor to the surface.

11. Private functions must be reserved through the Management Office. Refer to clubroom reservation policies.

COMMUNITY CENTER SPECIFIC:

1. Food products left in the refrigerator will be disposed of, on a daily basis. Residents using the kitchen facilities are expected to clean up after themselves.

2. All food and drink containers and other trash must be removed by the users.

3. NO SMOKING/VAPING

4. Decorations may not be attached to the walls, ceiling, or painted surfaces by tape, push pins, nails, or any other fastener that may cause damage or discolor to the surface.

5. Private functions must be reserved through the Management Office. Refer to clubroom reservation policies.

HARBOUR VILLAGE EVENTS:

Harbour Village Events (HVE) are those to which all HV owners (which include guests or renters) are invited to attend. HVEs can be sponsored either by the CSA or by one or more-unit owners. Reservations for HVEs made up to four months in advance. An HVE is exempt from closing times.

a. An HVE shall have the right, once the event begins, to have exclusive use either the entire CSA Clubroom, Marina Clubroom (excluding pool area) or Beach Club facility, (including the pool area). Sponsors and organizers of an HVE may begin preparations for the event up to five (5) hours prior to the formal commencement of the event. To qualify as an HVE, the event must be for the sole use and benefit of HV residents and their guests and not for the benefit of or from sponsorship by an outside organization or vendor.

b. No rental fee or clean up deposit shall be required for an HVE. However, the sponsors or organizers of the HVE shall personally agree to be financially responsible for damage, stains, breakage and similar occurrences not able to be restored by normal cleaning processes.

PRIVATE EVENTS:

The Board of Directors recognizes that from time-to-time Residents may wish to utilize any of the three (3) club facilities for private events. Private events are those parties or functions that have restricted or limited invitations lists and are not open to the Associations' general membership.

October 1st – May 15th: Any of the Clubs may be reserved for a Private Event, excluding any holidays which fall during these months, upon application to the Management Office.

May 16th – September 30th: Any of the Clubs may be reserved for a Private Event, excluding any holidays which fall during these months, upon application to the Management Office for up to two weekend events per month (which may not occur on the same weekend). A weekend event would be one held on a Friday, Saturday or Sunday night.

Private Events which are scheduled Monday through Thursday must be during normal operating hours.

a. It is the Board's intention to limit these private events so the amenities will be sufficiently available for the use and enjoyment of all Residents.

b. While the entire CSA Clubroom including the kitchen area or the Marina Clubroom (excluding the pool area), can be reserved, only the Beach Club main area and kitchen area may be reserved for private events by Residents. The other areas of the Beach Club will remain open for other Residents' use during such events and cannot be reserved. The pool and exterior patio and deck areas cannot be reserved for private events. This includes the exercise room, sauna and steam bath/locker rooms.

c. Schedules for HVCSA authorized and sanctioned events will take precedence over private event requests. A resident may entertain a maximum of 20 guests in any of the clubrooms without having to enter into a private event agreement with the Association. This is defined as a gathering with no catering, no entertainment or table set up that

would seat more than 20 persons. If this occurs without authorization, a facility charge of $200.00 will be charged.

d. Reservations for private events may not be made more than three months (90 days) in advance. No CSA authorized event will take precedence over a private party event which is fully registered with the management office.

e. Holiday and Extended Holiday Weekends are exempt from private event reservation.

f. Reservations are on a first come, first serve basis. Private events held in any of the clubrooms will be limited to four (4) hours. Decorating for a reserved event shall not occur more than (3) hours in advance of the reservation.

g. A Private Event Agreement must be executed by the Resident or tenant desiring to reserve any of the clubrooms for a private event. All provisions contained within the Private Event Reservation Agreement must be met.

h. The event shall be hosted by the Resident who signed the Agreement and who shall be held responsible for the conduct of his or her guests.

i. **RESERVATION FEE:** A non-refundable fee of $100.00 will be charged for each private event.

j. **SECURITY DEPOSIT:** A refundable damage deposit in the amount of $300.00 is required a minimum of five business days in advance of the party.

After the event, the deposit will be returned following determination by the CSA Management that there has been no damage to the facilities. The cost for any damage or the need for special cleaning or repair due to the event will be deducted from the amount of the deposit. Damages beyond that amount are the responsibility of the Resident -host who signed the Private Event Agreement.

k. Post-party clean-up is the responsibility of the Resident-host immediately following the event.

l. The maximum numbers of persons for a private event will be limited by the Fire Marshall's occupancy rating as posted in each of the clubs.

m. Neither the Beach Club, Marina Club or CSA Clubroom can be reserved for commercial purposes, including fund-raising events, merchandise parties, and business events other than those sponsored or sanctioned by the Association. Private catering of HV events as well as private scheduled events is a permitted use at any of the clubrooms.

SPECIAL REQUEST EXEMPTIONS:

HV owners may petition the CSA Board of Directors for exceptions to the days, hours or frequency of either HVEs or Private Events. Such exceptions, if considered, shall attempt to balance the needs of all homeowners or enjoyment of and access to the Beach Club, as well as take into account security, safety, protection of property and expense associated.

CSA CLUBROOM, MARINA CLUBROOM and BEACH CLUB RESERVATION POLICY

A gathering of 20 or less people in any of the Clubrooms is allowed without notice or regulation other than by the general rules but is not entitled to exclusive use of the room, which can only be obtained through a reservation or as part of an HVE Event.

RESERVATION FEE:

There will be a $100.00 nonrefundable fee to cover the use of CSA furniture, kitchen equipment, etc. The maximum number of persons allowed will be limited to the Fire Marshall's occupancy rating as posted in the facility.

SECURITY DEPOSIT:

A security deposit of $300.00 is required to reserve the requested date of reservation. After the event, the deposit will be returned following determination by the CSA Management that there has been no damage to the facilities. The cost for any damage or the need for special cleaning or repair due to the event will be deducted from the amount of the deposit. Damages beyond that amount are the responsibility of the Resident -host who signed the Private Event Agreement.

The clubrooms may be reserved a maximum of 90 days in advance. The CSA, on an individual basis, may grant special dispensation for weddings, bar mitzvahs, and other events that require more than 90 days of preplanning, if formally requested in writing. When the clubroom is reserved for wedding receptions, the bride or groom must be an immediate member of the resident's family, (i.e.: father, mother, sister, brother, son or daughter).

The property owner or lessee who must attend must make reservations. Owner or lessee will be held responsible for all aspects of the event being held. No reservations will be accepted for outside groups such as: civic, religious, political, or private clubs. No reservations will be accepted for commercial events. Alcoholic beverages shall not be served to minors (as defined by the State of Florida, Division of Alcoholic Beverages) and shall not be set up at an events primary set up for a minor's enjoyment. Reservations for the clubroom do not include the use of the pool area.

The Community Service Association will not be held responsible for supplies, equipment, food, beverage, furniture, etc., provided for the event before, during, or after the event.

Only one application per day for the clubroom will be accepted. The clubroom can be reserved only by the CSA on New Year's Day, New Year's Eve, Easter Sunday, Memorial Day, July 4th, Labor Day, Halloween, Thanksgiving, Christmas Eve, or Christmas Day. A copy of this POLICY is provided for each person reserving the clubroom.

HARBOUR VILLAGE PUB (GRILLE)

The Pub is an amenity unique to Harbour Village that operates under a private club liquor license. The Pub is owned by Harbour Village CSA and is operated independently by a

private operator. The operator can change from time to time. The operation of the Pub is set forth in a contract between the parties (Operator and Owner).

It is therefore important that CSA comply with the restrictions of the license while keeping the Pub a welcoming place for all Owners, Residents and their guests.

A member registration process is as follows:

The wait staff will ask you for your Name and Member Number along with the number of guests in your party. Your member number will be a combination of your building and unit. For example:

Harbour House Building 700 Unit 999 = HH7999

Links North Wing B Unit 999 = LNB999

Links South Wing A Unit 999 = LSA999

Oak Hammock 9999 = OH9999

Rivers Edge Building 600 Unit 100 = RE6100

Riverwalk Condo Building 800 Unit 100 = RW8100

Riverwalk Courtyard = RWCTYD4353 (Your house No.)

It is necessary to provide your invited guests access for gate entry since the Pub will not be providing access to your guests.

USE OF THE GOLF COURSE:

1. It is impossible to list every rule in this manual, so golfers must always follow common golf etiquette.

2. This private golf course is set aside for open play by owners, renters, and guests. No reservations are required.

3. Golf course hours will be restricted from sunrise to sunset (with exceptions approved by management).

4. No pets are allowed on the golf course.

5. No recreational golf carts, bicycles, baby strollers, skateboards, rollerblades/skates, wagons/carts, etc., are allowed on the course.

6. No non-golf recreational activities allowed on the golf course, i.e. playing tag, jogging, playing in the sand traps, physical workouts, playing catch, etc.

7. Walking is allowed on the golf course. However, though walking is not prohibited, walkers assume responsibility for the risk involved and must give way to golfers on the course. Walkers are encouraged to use the sidewalk surrounding the HV property.

8. Only golf with normal clubs and golf balls is to be played on the course. No soccer or frisbee golf.

9. New golf leagues shall be pre-approved and registered with the Management Office prior to the commencement of the league play.

10. During special golf events planned and announced, the course may close to open play.

11. The golf course is not a practice facility. Please limit hitting to no more than three (3) golfs balls per hole per person.

12. Golfers must move to the next hole after playing a hole.

13. Golfers must use a tee when teeing off on any tee box. It is requested that artificial turf areas, where available, be used for teeing off. Tees and scorecards are available on the first tee.

14. Golfers must repair all tee box divots with supplied sand/seed.

15. Golfers must only putt on the greens. No chipping.

16. Golfers must repair ball marks on the green.

17. Golfers must rake the sand trap after hitting out of the sand.

18. Golf balls hit into the trees/bushes and wood mulch should be picked up, placed on the grass, and play continued from that spot.

19. If standing water is on the course, no play is permitted.

20. Golfers must not interfere with the auto-mowers.

USE OF THE TENNIS COURTS

1. Only tennis is to be played on the tennis courts. No skateboards, rollerblades, bikes, or scooters are allowed on the tennis courts. No pets allowed in court area.

2. Hours of use of the tennis courts will be restricted to 8:00 a.m. to 10:00 p.m. Prime Time is defined as Monday thru Friday mornings 8:00 a.m. – 12:00 noon.

3. Court times may be set aside for designated open play (open play is available to all HV residents and guests that show up to play). The times and number of courts allotted will vary according to season, demand, and availability and will be determined by a representative committee of tennis players chaired by a CSA Board member.

4. During night play, turn off court lights upon completion of play. The lights will shut off automatically at 10:00 p.m.

5. Tennis players on the courts must wear shirts, shorts, or comparable appropriate tennis attire in cooler weather, and rubber-soled tennis shoes. Wearing of sandals or flip flops on the courts shall not be permitted.

6. To preserve the condition of the courts, no smoking or eating is allowed on the tennis courts.

7. Residents may reserve courts in blocks of two hours, up to seven days in advance.

8. Play, other than league play will be limited to two hours when others are waiting and all courts are in use.

9. Leagues shall be pre-approved and registered with the Management office a minimum of 30 days prior to the commencement of the league play. League Tennis Teams will be restricted to no more than 3 or 33% of non-resident guests on the roster, whichever is less.

10. If team (league) play is scheduled, league play takes precedent over member play. Leagues may only use two (2) courts at a time for matches during Prime Time.

11. Team Captains are responsible for signing up their team on the reservation board for their scheduled matches. The CSA office will post a monthly league schedule next to the reservation sign-up board. If a league team schedules a make-up match on a "rain date" the captain needs to notify the CSA office to allow her to make changes to the monthly published schedule. The maintenance staff will place the "Reserved League Play" sign on the table between Courts 1 and 2.

12. No play is permitted while it is raining. Play may resume 30 minutes after heavy rain. If there is any standing water at any time, no play is permitted.

USE OF BARBECUE GRILLS

When barbecue grills are installed on the Common Property, the following guidelines will be enforced. Misuse or abuse of the grills or grill areas may be cause for the HVCSA Board to restrict grill use or remove the grills from the Common Property.

1. The barbecue grills are available for the use and enjoyment of all Residents and Guests. Please follow instructions for use posted at the grill area.
2. Grill users must clean barbecue grills after use.

3. All food debris must be bagged and removed from the barbecue grill area for disposal.

4. There will be no barbecue grilling on lawns or other areas not designated for such use by each association.

COMMUNITY ACCESS AND SECURITY

Harbour Village is a private community. Regulations concerning access control are designed to protect and promote a private community environment. The HV CSA Board is authorized to establish reasonable procedures for the administration of Community Access.

1. Access Devices are for Residents only.

2. If an Access Device is lost or stolen, report it to the management office. A replacement device may be purchased from Management Office. The lost or stolen device will be deactivated in the system so it will no longer operate.

3. When a unit is rented, it is the responsibility of the Resident to provide his or her tenant with the Access Device assigned to the unit.

4. The Vehicle Decal and Owner Guest Pass system instituted by the HV CSA Board is to be followed by all Residents and Guests entering the community.

5. All vehicles owned or leased by a Resident must be registered and bear, on a lower corner of the windshield, the current sticker being issued by the Management Office (out of state regulations may forbid anything being placed in the driver's side corner).

6. The Resident must fill out the Vehicle Registration Form and provide copies of the current registrations for each vehicle being registered.

7. An Owner Guest Pass is to be continuously displayed in plain view through the front windshield of the automobile/vehicle while the vehicle is on HV CSA property.

8. Unregistered and unidentified vehicles on HVCSA Property will be given a warning to be registered or to leave the property. The vehicle will be towed at the vehicle owner's expense if the warning has not been heeded within the time allotted as specified in the HVCSA Board's operating procedures.

9. Hours for contractors are: 7:00 a.m. to 5:00 p.m. – Monday through Friday. Saturday hours are from 8:00 a.m. to 12:00 noon. Contractors are not allowed to work on Sundays and Holidays unless it is an emergency such as a water heater or a/c repair. Please keep this in mind when scheduling work. Move In's and Move Outs are included in this restriction.

10. On the eve before Christmas, New Year's and Thanksgiving, no vendors or contractors will be allowed in the community after 3:00 p.m.

1. Lobby doors, garage doors and service entrance doors shall not be opened for unknown or unidentified persons. Do not allow such persons to follow you into the building. Advise security immediately if you see a suspicious person.

2. Viewing of any security cameras' recorded data is strictly prohibited. A written request can be made to Management to view the recordings for a specific date and time. Depending upon the request, such recordings will be reviewed on an individual basis only by persons authorized by Management.

3. **Body Camera**: To help monitor the above procedures, along with all rules and regulations, the Association utilizes part-time security personnel that actively patrol the grounds at varying hours throughout the week. The security personnel may be equipped with a body camera which is capable of recording video and audio. Security personnel will not use the body cameras to record inside a private residence, unless requested by the resident.

FINES AND SUSPENSIONS FOR CSA RULE VIOLATIONS - (Non Parking):

The current Florida State Statute 720 specifies that HOA Boards are allowed to levy fines or suspend usage of common elements and facilities for failure to comply with "reasonable rules of the association."

The following enforcement procedures will apply in instances that involve violations of the elements of the Harbour Village Community Services Association (CSA) Covenants Conditions and Restrictions, By-Laws, or Rules and Regulations (Governing Documents).
For dangerous or emergency violations regardless of the number of previous offenses, the CSA reserves the right to seek law enforcement assistance, involve CSA legal counsel, or go straight to the Board of Directors for a fine or suspension of the use of a CSA amenity or other remedies allowed by law.

1) VIOLATION PROTOCOL
   a) For all other violations, the following protocol is put in place:
      i) First Offense: Warning indicating a first offense is presented by Security or CSA staff which 1) is handed to the offending party at the time of the incident, or 2) if the incident is reported after the time of the incident, is presented through written correspondence via email, personal delivery, or USPS posting from the Property Manager containing all of the violation information.
      ii) Second Offense: Warning indicating a second offense is presented by Security or CSA staff through written correspondence via email, personal delivery, or USPS posting from the Property Manager containing all of the violation information.
      iii) Third Offense: Warning indicating a third offense to be followed by further action is presented by Security or CSA staff through written correspondence via email, personal delivery, or USPS posting from the Property Manager containing all of the violation information.
   b) Violations are counted toward the second and third offense (see above) only as they violate the same rule/regulation. An owner might have multiple violations for different rule/regulation offenses, but unless the owner has accumulated three offenses for the same rule/regulation violation, the protocol for enforcement of a fine or suspension is not triggered.
   c) All violations are considered current for a 15 month consecutive period.
   d) All written warnings will be copied to the CSA Board of Directors.

2) ENFORCEMENT PROTOCOL
   a) The following enforcement procedure will be initiated by the CSA Board of Directors when it receives notification of the third offense. The two written previous violations along with the third violation will be collected, identifying the specific violation, the time, date, location and, if available, the individual(s) committing the violation. In the event of the third reported violation, all pertinent documents and meeting minutes will be included in the permanent CSA records.

b) With Board approval, the protocol for third offense violation will be sent to the unit owner and if applicable, other entities defined in the Statute. If the Board decides to impose a fine/suspension, it will establish the amount of the fine/description of the suspension and issue a written notice to the unit owner/applicable party of the fine or suspension. Notice of the fine/suspension assessed by the Board will advise the applicable party/unit owner of the Board's determination. The notice of fine/suspension to the applicable party/unit owner may be delivered by email, hand delivery, and/or US Mail or Certified Mail. At a minimum the written notice will identify:

i) The reported violation;
ii) The time, date, and location of the violation;
iii) The specific element of the Governing Document that was violated;
iv) If available, the individual(s) committing the violation and/or photos;
v) The required time frame within which to compensate for the violation;
vi) The amount of the fine/description of suspension.

3) <u>APPEAL PROTOCOL</u>

a) If the recipient of the written notice disagrees with the Board's findings, recipient will have 14 days to request, in writing, a hearing before the Rules Enforcement Committee (REC).
b) If requested, the process for the REC is as follows:
   i) The Board will appoint individuals to the REC. The REC will consist of three members who meet the standards as defined by the Statute. These members will be unit owners who are not Board members, related to any Board member, or affiliated with any other board committee.
   ii) The Board will forward to the REC all relevant documents related to the violation.
   iii) The REC will schedule a hearing and notify the unit owner/applicable parties by email, hand delivery, and/or US Mail or Certified Mail of the date, time, and location of the hearing and provide a contact phone number in the event the unit owner is unable to attend the hearing in person.
c) Since the REC is a Board of Directors Chartered Committee, notice of the REC meeting will be appropriately posted and meeting minutes will be recorded.
d) At the REC violation hearing:
   i) The unit owner may attend the violation hearing either personally, electronically, or telephonically.
   ii) The unit owner may be represented by counsel but must notify the REC of their intent at the time the hearing is scheduled.
   iii) The unit owner may present evidence, provide written or oral argument, and review challenge and comment on all violation issues.
   iv) The REC will review the documentation associated with the reported violation and, if necessary, interview the individual(s) reporting the violation.
   v) The REC will evaluate the unit owner's response to the reported violation.
   vi) The REC will decide by recorded vote to either uphold, reject, or modify the Board of Directors imposed fine/suspension and so notify the Board of Directors in writing.
   vii) If the REC upholds or modifies the decision of the Board of Directors, the unit owner will be so notified in writing by email, hand delivery, and/or US Mail or Certified Mail the amount of the fine/description of suspension.
      (1) If a fine was assessed, it must be paid within thirty (30) days of notification sent by the REC to the unit owner.
      (2) If suspension of the use of an amenity was upheld, the suspension as described by the REC will begin immediately after notification is sent by the REC to the unit owner by email, hand delivery, and/or US Mail or Certified Mail.

(3) If the unit owner fails to pay the imposed fine within the allotted thirty (30) days or fails to follow the rules of the suspension, the Board of Directors may determine to impose further restrictions related to the use of additional CSA amenities until the fine is paid, or seek other remedies allowed by law.

viii) If the REC rejects the Board of Directors fine/suspension, the unit owner will be so notified in writing by email, hand delivery, and/or US Mail or Certified Mail.

UNIT OWNER KEY AUTHORIZATION AND ACCESS INCLUDING DELIVERIES

The Association is granted, by Statute [*718.106(3), F.S.,* and 718.111(5), F.S.] the irrevocable right of access to each individual condominium unit. Such access must be during reasonable hours for the purpose of maintenance, repair or replacement of common elements or any portion of the unit for which the association is responsible. The Association may have access to units to make emergency repairs that are necessary to prevent damage to the common elements or to another unit, such as to repair a broken water pipe that could cause water intrusion to other units.

1. Each Unit Owner shall provide Management with a key to his or her unit to comply with the aforementioned Statute.

2. The Management will hold Unit keys in a secure, locked cabinet. The keys will only be used for Association access as allowed by law.

3. Because of security concerns, Management will not provide access to a Unit Owner's condominium for any purpose other than those outlined above.

4. If a Unit Owner desires other persons to enter his or her condominium while he or she is not on property, it is the direct responsibility of the Unit Owner to provide access.

6. In no event will the Security Staff be permitted to accept any keys, packages, envelopes, deliveries or any other items belonging to a Resident or Guest.

HURRICANE WARNING

A warning issued by the National Hurricane Center – A warning that sustained winds 64 knots (74 mph or 119 km/hr) or higher associated with a hurricane are expected in a specified coastal area in 24 hours or less. A hurricane warning can remain in effect when dangerously high water or a combination of dangerously high water and exceptionally high waves continue, even though winds may be less than hurricane force. All precautions should be completed immediately upon issuance of a hurricane warning. For the unit owner, these precautions at a minimum consist of removing all furniture or other items from balconies or terraces, and removing exterior ceiling fans and the screens, if any, on the glass sliding doors. Hurricane force winds can cause these items to become destructive air-borne missiles. If the path of the hurricane has been erratic, the warning may be issued only a few hours before hurricane conditions begin. Remove all vehicles and personal items from garages at ground level of property and seek shelter inland out of the path of the storm

HURRICANE ACCESS TO UNITS

When a Hurricane Warning has been issued for the Daytona Beach, Ponce Inlet areas, all hurricane preparedness will begin.

1. It shall be the sole responsibility of the Unit Owner to secure all terrace furniture/fixtures in the event of inclement weather.

2. A Unit Owner or occupant who plans to be absent during the hurricane season must prepare his Unit prior to his departure or designate a responsible firm or individual to care for his Unit should a hurricane threaten.

3. The Association should be furnished the name(s) of such responsible firm or individual so they can be reached in the event of hurricane damage to the Unit.

4. Any Unit Owner, who had not secured his or her terrace or balcony against the impending storm, will be charged a $200.00 fee for an HVCSA independent contractor to remove the personal items from the terrace or balcony.

5. Any damage caused by HVCSA independent contractor in relocating these items is the responsibility of the owner.

MOVERS AND DELIVERY PERSONNEL - GENERAL

1. Moving and large deliveries shall be scheduled in advance through the Management Office. Only one elevator in each condominium building shall be available for use by movers and delivery personnel.

2. Elevator pads are required to avoid damage to the elevator interiors and installation of these shall be arranged for with Management at the time of scheduling.

3. Trucks are to back up to the building garage doors and unloaded through the garage to the back doors of the lobby. Only the padded elevator cab shall be used for the moving or delivering process.

4. All moving vans must park so as not to block accessibility to the front entrance or garage entrance of the building. All furnishings must be wheeled into the building through the ground floor parking level.

See Individual Building Association's rules and regulations if applicable.

GUESTS AND LESSEES

1. As stated in the Condominium Documents, and to comply with the rental sales tax laws of the State, and in order to preserve the residential nature of the Harbour Village Community for the Unit Owners, the Minimum Lease Period for any unit is 30 days or longer depending upon the Declaration of the Individual Building Association.

   NOTE: Owners who lease will relinquish entitlement rights to all HV amenities to their lessees during the duration of the lease period, consistent with Fl Statute, unless that entitlement is specifically withheld in the lease. In which case, lessees will be prohibited from utilizing said amenities.

2. The HV Management Office is to be notified of the names and addresses of the Lessees and the dates for which the lease is to be active.

3. All guests and lessees must register themselves and their vehicles with the HV Management Office and provide a fully executed copy of the lease.

4. Persons leasing for an illegal periods of time shall not be issued a Guest Pass for their vehicle, and shall not park on the property.

5. Owners shall be responsible for the actions and behaviors of their Lessees and Guests as well as any damage caused by their Guests and Lessees to any of the common areas or common elements.

6. It is the Resident's and Unit Owner's responsibility to make sure that their guests and lessees are informed and follow these Rules and Regulations of the Association.

GENERAL RULES FOR COMMON ELEMENTS SPECIFIC TO INDIVIDUAL CONDOMINIUM ASSOCIATIONS

BALCONIES & WINDOWS

1. It is prohibited to throw cigarette, cigars, or any other object from balconies or windows.

2. It is prohibited to hang garments, rugs, towels, bathing suits, and similar items from windows, balconies or other common areas of the building.

3. The use of charcoal or propane grills is prohibited on balconies.

4. Washing down balconies or windows with a water hose is permitted only during a rain shower so as not to interrupt the enjoyment of those living below each condominium unit.

SECURITY OF YOUR UNIT

1. Lobby doors, garage doors, and service entrance doors shall not be opened for unknown or unidentified persons. Do not allow such persons to follow you into the building.

2. The Association should have a key to all units for use in case of emergencies. Anyone changing a lock or adding a lock must supply a key to be kept in the key vault. Should it be necessary for the Association to enter the unit under emergency conditions, the cost of forced entry, if a key is not available, will be the responsibility of the owner.

PARKING – GENERAL

There are two areas for parking: Outside Common Area Parking and Inside Association Garage Parking. Each condominium unit is assigned one dedicated garage space by their respective association. Outside common area parking spaces are regulated by the Community Services Association (CSA) and are reserved for properly permitted owners, permanent residents (see earlier definitions and below), lessees, and guests. Inside garage parking spaces are regulated by their respective building association. While a few common association garage general rules will be covered here, most rules for parking inside the garages can be found within their respective association's published Rules and Regulations. We encourage you to review those regulations along with these CSA Rules and Regulations. All can be found on the Harbour Village (HV) website. The following general parking rules must be adhered to:

ALL VEHICLES MUST BE REGISTERED WITH THE CSA OFFICE AND DISPLAY A DECAL OR TEMPORARY PERMIT, WHETHER OR NOT REGISTERED AND LICENSED FOR STREET USE (INCLUDING GOLF AND UTILITY CARTS). NOTE: An unlicensed vehicle will only be issued a temporary permit. This permit will be good for up to 1 year and then will have to be renewed.

1. **PERMANENT DECALS**: Every owner/permanent resident is issued a permanent decal for all authorized vehicles that are registered in the unit owner's/permanent resident's name. The owner/permanent resident must fill out the Vehicle Registration Form and provide copies of the current state registration for each vehicle being registered. These decals must be permanently affixed on the lower corner of the front windshield and are non-transferable to another vehicle.

DEFINITION: PERMANENT RESIDENT – Non-owner residing in the unit full time. Must prove full-time residency by presenting a driver's license with name and unit address on it. A spouse, not listed on the deed, is automatically considered a full-time resident. Does not apply to minor dependents.

2. **TEMPORARY PERMITS (hangtags)** – issued by the CSA office.

LESSEE PERMIT – Lessees may be issued up to [2] temporary parking permits upon presenting a valid lease and a copy of the current vehicle registration (in the lessee's name) to the CSA office. These permits must be displayed by hanging from the rear-view mirror with the information clearly visible from the front. Lessee parking permits carry the same parking rights and privileges as an owner/permanent resident decal.

GUEST PERMIT – Guests may obtain a temporary permit by registering with the CSA Management Office, or on a weekend, by calling HV Security at 386-299-8286. If arriving after hours and security is not on duty, you must obtain a permit the next business day (The 48-hr

parking permit described below shall be used in the interim, with all rules pertinent to the 48-hr permit being observed, until obtaining the regular guest permit). The permit must be displayed by hanging from the rear-view mirror. These guest permits are for outdoor parking only unless an exception is made by a building association for their respective garage. Please review your building association Rules and Regulations concerning parking within their garage.

48-HR PARKING PERMIT – Each year, an announcement is sent out via the HV Website advising owners when the new color-coded 48-HR Parking Permits for that year are available. Owners may request no more than 2 of these permits for their unit. These permits are meant to be used during non-business hours when the office staff or security staff are not on site to write permits. These permits are OUTDOOR ONLY – NO EXCEPTIONS and may be used by visitors for no more than 2 consecutive days.

-Violation of the 2-day limit will be cited as a parking violation and risk towing and permit revocation.

-Owners are responsible for recovering permits from visitors; no replacements will be issued for lost or misplaced permits.

-Permits will be dated and require annual renewal, will bear the owner's name and unit number, and be color-coded for easy recognition as owner-controlled temporary permits.

NOTE: Owners who lease their units relinquish entitlement to all parking spaces, including assigned space, to their lessees. They also relinquish entitlement to temporary guest permits to their lessees, consistent with Fl Statute, unless that entitlement is specifically withheld in the lease, in which case lessees cannot use the owner's temporary permits. If an owner's temporary permits are conveyed to their lessee, the owner is responsible for recovering them at lease expiration.

3. Owners/Permanent Residents and Lessees (displaying the proper decal or permit) are permitted to park in the garage in their assigned space. Additional vehicles in their possession (also displaying the appropriate decal or permit) may park in any outside space unless otherwise permitted inside the garage by their respective building association. Owners not using their assigned garage space may make said space available to others by notifying CSA in writing. Owners are responsible for guests and lessees.

4. Vehicles in outside parking spaces must be parked between the lines and can be front in or back in.

5. Never follow another car through the gates when entering or exiting HV property. Damage may occur to the gate, or your vehicle, as the gate closes after the vehicle in front of you.

6. Skateboarding, rollerblading, and bike riding are prohibited in all garages.

7. NO commercial vehicles, boats, house trailers, Jet Ski trailers, motorcycle trailers, mobile homes, campers, RVs, or trailers of any other description shall be parked in any parking space except with the written consent of the CSA. This prohibition of parking shall not apply to the temporary parking of trucks and commercial vehicles, such as for pick-ups, delivery, and other such services as may be necessary for the maintenance and service of the condominiums and common areas.

8. Motor coaches/homes and U-Haul types of self-move trailers by whatever description and regardless of size cannot be parked on HV property except as may be reasonably necessary for loading and unloading in designated areas and cannot be parked on property overnight.

PARKING ENFORCEMENT PROTOCOLS

1. Any motor vehicle found on HV property that fails to properly display a valid decal or permit is subject to a violation citation. Citations document the date, time, and place of the violation and the vehicle's description and license plate number.

A. Citations are recorded by the management office in a database comprising the current plus 12 prior months.

B. Any motor vehicle receiving a 2nd citation during the 13-month period shall also have a tow warning sticker applied.

C. Any motor vehicle receiving a 3rd citation during the 13-month period is subject to being towed immediately without warning.

D. EXCEPTION: Any motor vehicle receiving a citation at the HV Beach Club is subject to being towed immediately without warning.

2. CSA PARKING LOT PARKING – All vehicles which are parked in the CSA parking lot shall be subject to notices of improper parking and/or towing, only at the investigation and discretion of HV Security personnel or HV senior management. This policy of discretion shall have the following limitation:

Any vehicle parked in the CSA parking lot for more than 12 hours, whether or not it has a HV permit, shall be tagged with a notice that it will be towed 12 hours from the date and time of the notice. Such towing is to prohibit ANY vehicle from using the CSA parking lot as a long-term parking space. This does not apply to contractors doing long-term projects on HV property, which are registered with the CSA office.

3. Any trailer, together with the motor vehicle to which it may be attached, or any motor coach/home found in violation of Parking – General, Sections 7 and 8 above, is subject to being towed within 24 hours of receiving a citation, and immediately thereafter, without further warning.

4. Towing shall be accomplished in full compliance with Title XL, Chapter 715, Section 07 of the Florida Statutes. The owner of the vehicle is solely responsible for all towing and storage costs.

SATELLITE DISHES/ANTENNAS: (adopted by the CSA Board on 5/10/17)

Satellite dishes, antennas, and other items of equipment, furnishings or decorations are not allowed to extend beyond the vertical plane of any balcony railing or patio perimeter into CSA common areas or space.

RULES FOR COMMON ELEMENTS SPECIFIC TO INDIVIDUAL CONDOMINIUM ASSOCIATIONS

See Website for recorded documents and all Rules and Regulations

https://harbourvillagecsa.hoaspace.com

This section refers to areas that are owned, and enjoyed, in common by all Unit Owners in the Individual Condominium Associations of Harbour Village. The establishment of reasonable standards for use of the Common Elements serves to preserve and protect those areas for the benefit of all Condominium Association Unit Owners.

SPECIFIC TO HARBOUR HOUSE - BUILDING 700 - The Original Declaration recorded on May 31, 2002, Book 4871, Page 3300, PRVCF. See website at**:** **https://harbourvillagecsa.hoaspace.com** for complete rule booklet for Harbour House.

SPECIFIC TO LINKS NORTH ONLY The Original Declaration of Condominium recorded on March 12, 2003 in Book 5033, Page 496, PRVCF. See website at**:** **https://harbourvillagecsa.hoaspace.com** for complete rule booklet for Links North.

SPECIFIC TO LINKS SOUTH ONLY The Original Declaration of Condominium recorded on December 31, 2003 in Book 5235, Page 3317, PRVCF. See website at**:** **https://harbourvillagecsa.hoaspace.com** for complete rule booklet for Links South.

SPECIFIC TO HARBOUR VILLAGE MARINA- The Original Declaration recorded on August 32, 2001, Book 4733, Page 4382, PRVCF. See website at**:** **https://harbourvillagecsa.hoaspace.com** for complete rule booklet for Harbour Village Marina.

SPECIFIC TO OAK HAMMOCK – The Original Declaration recorded on November 8, 2002, Book 4960, Page 4744, PRVCF.

SPECIFIC TO RIVERS EDGE - BUILDINGS 100 – 600 – The Original Declaration recorded on August 23, 2001, Book 4733, Page 4043, PRVCF. Riverwalk Edge has adopted a separate set of rules. See website at**:** **https://harbourvillagecsa.hoaspace.com** for complete rule booklet for River's Edge Condo.

SPECIFIC TO RIVERWALK CONDO - BUILDING 800 – The Original Declaration recorded on February 5, 2002, Book 4812, Page 3337, PRVCF. Riverwalk Condo has adopted a separate set of rules. See website at**:** **https://harbourvillagecsa.hoaspace.com** for complete rule booklet for Riverwalk Condo.

SPECIFIC TO RIVERWALK COURTYARD – The Original Declaration recorded on September 25, 2002, Book 4934, Page 819, PRVCF. See website at**:** **https://harbourvillagecsa.hoaspace.com** for complete rule booklet for Riverwalk Courtyard.

WEBSITE LOG IN INFORMATION:

You must login to the Harbour Village website:

Harbour Village CSA Website – or type: https://harbourvillagecsa.hoaspace.com/

1) Go to the "Members" tab and choose "Register"

2) Complete the online registration form. We recommend using either Chrome, Firefox or IE browsers and not Safari as Safari does not work well for the registration. process. Create your own user ID and password at the top of the instructions. Do not use your email address as your user ID. Write down your credentials as you will need them each time you login to the website.

If you are a long-term tenant, please state that you are a tenant under the “notes” section of the registration.

3) Check the box to confirm you have read the website terms.

4) Check the box to confirm that you are not a robot.

5) Lastly, submit the form by clicking on the "Register" button.

6) You will receive an email from the website to verify your email address.

IMPORTANT: If you do not receive a confirmation email from the website, please return to the registration form to make sure you have answered all the required fields and re-submit. Please confirm by clicking on the link in the email.

Once you have confirmed your email address, the webmaster will approve your registration, and you will have full access to the website.

Email Linda directly with questions. Her email is lindaharbourvillage@gmail.com. Linda is located in the onsite office at 386-760-3434.