

# SHAKERWOOD ASSOCIATION, INC.

## RULES AND REGULATIONS

### QUESTIONS AND ANSWERS

JANUARY 20, 1993

Welcome to Shakerwood! Your community is governed by the Shakerwood Association, Inc. and is operated pursuant to Florida statutes. The goal of your Association is to maintain both an enjoyable lifestyle and property values. As an owner you are also a member of the Association and we welcome both your input and participation in the operation of our community. Based on the documents that govern our Association, it is our responsibility to provide you with the Rules and Regulations of your community. A thorough reading of your homeowner association documents is suggested.

These Rules and Regulations and the Questions and Answers that follow were promulgated by the Board of Directors of the Shakerwood Homeowners Association, Inc. (the "Association") for the information, safety, convenience, and comfort of the residents of Shakerwood. These Rules and Regulations were adopted by the Board of Directors on January 20, 1993 and are published pursuant to Florida statute.

Again, Welcome to Shakerwood!

Sincerely,

Your Board of Directors

#### FREQUENTLY ASKED QUESTIONS AND ANSWERS:

Following are some of the most frequently asked questions they are published here as required by Florida statute:

- Q What are my voting rights?  
A Owners are allowed one vote per unit.
- Q What are the restrictions on the use of the unit?  
A See the Rules and Regulations attached hereto.
- Q What restrictions exist on the leasing of my unit?  
A You must: 1) Provide the Association with a copy of lease containing a current copy of the Association's Rules and Regulations signed by the tenant agree to abide by same; 2) Provide the Association with a completed copy of the Application for Purchase or Lease form containing such information about the tenant as the Association may require along with a check in the amount of \$50.00; 3) make sure that the tenant contacts the Management Company within three days of occupancy to clear up any questions the tenant or the Association may have.
- Q What regular assessments (exclusive of special assessments) are made pursuant to the budget, and what is the basis for their levy?  
A Regular maintenance assessments are billed quarterly and are due on January 1, April 1, July 1, and October 1. Assessments are recalculated upon adoption of each Annual Budget. A late fee of \$25 will be charged for late payments. Additional legal and collection expenses will be added to the assessments if necessary to enforce collection.
- Q Do I have to be a member of any other association for recreation, or pay rent or land use fees?  
A There is no recreational facilities association and fees are charged for any. Common areas are all available for use of all owners and their expense is included in the Association's budget.
- Q Are there any restrictions on pets?  
A Yes. Pet Owners must keep pets leashed and abide by Florida Leash Law. Pet owners are responsible for droppings.
- Q What insurance coverage is provided for my unit by the Association?  
A Through its assessments, the Association provides limited coverage for fire and extended coverage for all dwellings.

units. It does not provide coverage for any personal property. You must consult your personal insurance agent to determine your coverage needs.

- Q What size of trucks are allowed in Shakerwood?  
A No trucks over 1 ton, "duelies" or any trucks of any size that are used for commercial purposes are permitted.
- Q Is the Association, at this time, a party to any court case in which the Association may face a liability in excess of \$100,000?  
A No.
- Q Is the Association controlled by the homeowners or by the developer?  
A The homeowners control the Association.

#### A. GENERAL RULES AND RECOURSE:

1. Unit Owner is responsible for his tenants and guests.

2. Owner or tenant who violates these Rules and Regulations will be charged for costs incurred in correcting same. Owner or tenant may be further fined by the Association for continued infraction of these Rules and Regulations.

3. Unit is restricted to residential use as a single family residence.

4. Unit Owner shall notify Association when unit will be occupied and by whom. If occupant is other than Unit Owner, Association shall be notified and information furnished on the occupant.

5. Complaints regarding violations of these Rules and Regulations or Association Documents must be in writing and signed by the person making the complaint.

6. In order to insure conformity of activities, the Association's Management Company or vendors are instructed to forward any requests for service or any complaints to the Association's Board of Directors.

7. "Grandfathered" privileges are not acknowledged or recognized.

#### B. PROHIBITED ACTIVITIES:

1. Solicitation or distribution of notices or other material other than those previously approved by the Association.

2. Loud volume noise, radio, TV, stereo, musical instrument, etc. between 10 PM and 8 AM.

3. Storage or use flammable, combustible, explosive substances.

4. Advertising, business or commercial activity conducted within any unit or Association property.

5. Planting on common areas without permission of the Association. Unauthorized plants may be removed at Owner's expense.

#### C. PROHIBITED ITEMS:

1. Sign, awning, can shutters (except appropriate hurricane shutters), awning, umbrella or other projection outside walls, roof balconies, or windows.

2. Air conditioners or fans which are visible exterior of building.

3. Metallic or mirror-like window tinting on exposed glass surfaces.

4. Outdoor clothesline hanging clothing, towels, robes, blankets, etc. on patio furniture or balcony railings.

#### D. DELINQUENT ACCOUNTS:

1. Late charges of \$10.00 will be assessed if quarterly maintenance is not paid by the 15th of the month due.

2. A demand letter will be sent on payments remaining unpaid 45 days after the date at a cost of \$40.00.

3. Lien will be secured on the property, at a cost of \$200.00, when payments are more than 60 days late. Foreclosure will be initiated in accordance with the time period specified by law.

4. Florida statute provides for payment to be applied in this order: interest accrued to

Association, (2) administrative late fees, (3) costs of collection and attorneys' fees, (4) delinquent assessment.

#### E. EMERGENCY ENTRY TO UNITS:

1. To insure the safety of residents, the Association or its representative may enter unit by any means possible to effect emergency repairs or to prevent damage to other units or common areas.

2. If damage occurs during emergency entry, Unit Owner is liable for same, plus expenses incurred by the Association.

#### F. PETS:

1. Must be registered with Association on your application form.

2. Pet must be on a leash when traversing common areas.

3. Pet is not allowed to run loose. Owner must clean up after the pet.

4. Unit Owner is responsible for damage to property by pets.

#### G. PARKING REGULATIONS:

The following are prohibited in Shakerwood. Violators are subject to towing at Owner's expense:

✓ 1. No trucks (over 1 ton), commercial vehicles, campers, mobile homes, motor homes, house trailers, boat and horse trailers, or trailers of every other description shall be permitted to be parked or to be stored at any place on the property except service vehicles making a call at a Unit or upon another portion of the property. The foregoing restriction shall apply to any vehicle primarily used for

business as evidenced by lettering or other insignia on the exterior of the vehicle.

2. No repair of vehicle other than emergency repair.

3. No parking on grass, sidewalks, or double parking.

4. No blocking of gates, sidewalks, or roadways.

5. No inoperable, unlicensed, or uninsured vehicle, or vehicle with an expired tag.

6. No storage of vehicles. Only vehicles used on a regular basis are permitted.

#### H. TRAFFIC REGULATIONS

The following are prohibited:

1. Speed in excess of 15 MPH.

2. Reckless driving, spinning tires, driving on wrong side of road, etc.

3. Parking is prohibited on all streets. In the case of a special event requiring on-street parking, the Association should be notified in advance.

#### I. UNIT RENTAL POLICY

1. Owner, in making lease of a unit, will provide Association with copy of lease containing forms and information as required by Association Documents.

2. Tenants must be approved in writing by the Association's Review Committee, such approval not to be unreasonably withheld. There is a charge of \$50 for all lease and sublease applications to cover the administrative expense of updating the Association's records.

#### J. UNIT SALE OR TRANSFER:

1. For security purposes,

any potential purchasers of a unit must be accompanied by the owner or the owner's representative during sales presentations.

2. To allow the Association to maintain accurate records of the ownership of the units purchasers must complete an application form prior to the closing of the sale. There is a charge of \$50.00 for all purchase applications to cover the administrative expense of updating the Association's records.

#### K. ASSOCIATION RECORDS-INSPECTION AND COPYING:

1. Copies of Association documents should be furnished to buyer by seller prior to Association's approval of transfer. If seller cannot locate their copies of the documents, a set will be provided by the Management Company at a cost of \$20.00.

2. Association shall make documents available at Association Office upon reasonable notice for inspection by Owners.

3. Copies of documents (or individual pages) may be ordered by Owner. The Association's Management Company will establish prices and accomplish the reproduction.

#### L. PARTICIPATION IN ASSOCIATION MEETINGS:

1. Owners or their authorized agents only are invited to attend all meetings of the Association, its Board of Directors and committees.

2. The Board President will allocate time for an Owner to speak upon any subject for which the meeting was called.

#### M. NOTICE POSTING ASSOCIATION MEETINGS:

1. Written notice regular and called meeting the Association, the Board Directors and of its commit will be posted on the offi bulletin board at Association's mailbox area