

RULES AND REGULATIONS
OF
GULFSIDE, A CONDOMINIUM

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RULES AND REGULATIONS
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SECTION I
BUILDING AND GROUNDS

1 EXERCISE ROOM. The exercise room is primarily for the use of adults, but may be used by children 15 years or older. All persons using the exercise room will use such facility at their own risk. No food or drinks are allowed in the exercise room. In addition the use of the exercise room shall be in accordance with the Rules posted therein.

2. LAUNDRY ROOM. Use of the laundry room is discouraged between the hours of 4:30 P.M. and 7:30 P.M. In using the laundry room all Rules approved by the Board and posted in the laundry room must be observed.

3. ELEVATORS. Elevators must be properly used to avoid unsafe conditions, and to avoid unnecessary and costly repairs. Children shall be instructed in the proper use of the elevators; their parents will be held responsible for any misuse. Children under ten years of age shall not use the elevator unless accompanied by an Adult who is responsible for the child's actions. Elevator doors shall never be propped open, nor shall the "Run-Stop" switch be used except with the permission of the Front Desk Attendant.

Protective wall covers, available from the Front Desk Attendant on duty, must be used when furniture or other large objects are being moved. Moving shall be permitted between 8.00 A.M. and 5.00 P.M. Monday through Friday except holidays. Damage caused by failure to observe this rule will be assessed against the offending Owner or Lessee. When such moving will require the exclusive use of an elevator for any period of time, the Owner or Lessee must:

- A. give seven (7) days notice to the Manager;
- B. complete the prescribed form; and
- C. deposit a refundable security deposit in the amount of determined by the Board from time to time with the Association Manager against possible damage not covered by insurance.

4. BICYCLE STORAGE. To facilitate the enjoyment of bicycle riding, Gulfside utilizes part of the space in the Generator Room (north side) and in the workshop (south side) for bicycle racks to provide security and protection against the weather. Because space is strictly limited as there are insufficient "slots" to meet demand, these rooms are not to be used for storage, but only for those actively using their bicycles.

While these rooms will be locked, it is recommended that bicycles always be locked to the racks in the two rooms. Gulfside cannot assume the responsibility for the loss of or damage to bicycles.

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In order to maintain control over the use of the two rooms to help reduce damage caused by overcrowding and to limit storage only to those Owners/Lessees who frequently use their bicycle, Owners/Lessees must comply with the following:

A. Only that number of bicycles equal to the number of "slots" in the racks shall be allocated. As a "slot" becomes available it will be offered to the next Owners/Lessees name on the waiting list retained for that purpose

B. All Owners/Lessees including those presently storing their bicycle in either room, who hereafter desire to store their bicycle, must register at the Front desk and will provide their name, Unit number, make, model and color of bicycle. The bicycles of those allocated a space will be tagged by the Front Desk Attendant with the apartment number.

C. The keys for the rooms will be at the front desk and will be given to Owners/Lessees with allocated "slots" desiring access who will be asked to give their name and Unit number. Keys must be returned immediately to the front desk and doors must be locked after the removal and return of the bicycle.

D. Bicycles must be placed in a slot of the bicycle rack. Consequently, storage of bicycle will only be permitted if there is a "slot" available in the bicycle rack.

E. If a bicycle has not been used during a four (4) week period, it must be removed by the Owner

F. Bicycles, which by reason of rust, flat tire, mechanical breakdown, etc., have become inoperative, must be removed immediately.

G. If an Owner/Lessee does not comply with the above rules, Gulfside, Inc., after proper notification, will remove the bicycle from the storage area and will deliver it to the Owner, if he/she is in residence and, if not, will deposit it in the Owner's apartment.

H. All bicycles not allocated with slots, which would include Guest bicycles, must be stored in the outdoor bicycle rack.

I. Cleated shoes, whether used for bicycle riding, golfing or otherwise, shall not be worn in the Common areas.

5. REGISTRATION OF OWNERS, LESSEES, GUESTS AND VISITORS

A. To permit a Unit to be opened, all returning to a Unit which is unoccupied must notify the Front Desk Attendant during working hours prior to arrival.

B. **OWNERS OR LESSEES NOT IN RESIDENCE.** An Owner or Lessee, returning to residence, must register with the Front Desk Attendant.

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C. **GUESTS.** Guests (which for the avoidance of doubt shall include Guests who are members of the Owner's Immediate Family as defined in the Declaration of Condominium) must register with the Front Desk Attendant when first arriving in the building and upon concluding their period of residence.

D. **VISITORS.** Visitors (which for the avoidance of doubt shall include Visitors who are members of the Owner's Immediate Family as defined in the Declaration of Condominium) must register with the Front Desk Attendant upon entering and leaving the premises.

E. **OWNERS OR LESSEES IN RESIDENCE.** An Owner or Lessee in residence leaving for an overnight stay or longer must notify the Front Desk Attendant upon vacating the Unit.

6. **MOLD.** The Unit Owner can take positive steps to reduce and/or eliminate the occurrence of mold and/or mildew (collectively "mold") growth in and around the Unit and thereby minimize the possibility of adverse effects that may be caused by funguses, including mold and/or mildew. These include, but are not limited to the following:

- Before bringing items into the Unit, check for signs of mold. Potted plants (roots and soil), furnishings, stored clothing and bedding material as well as many other household goods could already contain mold which can then be spread to other areas of the Unit.
- Regular vacuuming and cleaning will help reduce mold levels. Mild bleach solutions and most tile cleaners are effective in eliminating or preventing mold growth.
- Keep the humidity in the Unit low. Ventilate kitchens and bathrooms by opening the windows, by using exhaust fans, and/or by running air conditioning equipment to remove excess moisture in the air and to facilitate evaporation of water from wet surfaces.
- Raise the temperature in areas where moisture condenses on surfaces, and open doors between rooms to increase air circulation in the Unit including doors to closets.
- Have major appliances (e.g. furnaces, heat pumps, central air conditioners, ventilation systems, and humidifiers) inspected, cleaned and serviced regularly by a qualified professional,
- Clean and dry refrigerator, air-conditioner and dehumidifier drip pans and filters regularly and be certain that refrigerator and freezer doors seal properly.
- Inspect for condensation and leaks in and around the Unit on a regular basis. Look for discolorations or wet spots. Take notice of musty odors and any visible signs of mold.
- Fix leaky plumbing and leaks in the exterior and interior surfaces of the Unit and all other sources of moisture problems immediately.

- Promptly clean up spills, condensation and other sources of moisture. Thoroughly dry wet surfaces and materials. Do not let water pool or stand in the Unit. Promptly replace materials that cannot be thoroughly dried such as drywall or insulation.
- Do not let water pool or stand. If standing or excessive water is found, remove or seek professional help to remove it.
- Perform routine visual inspections. Respond promptly upon seeing signs of moisture or mold. Thoroughly clean the affected area with a mild solution of bleach after first testing to determine if the affected material or surface is color safe. After cleaning, dry the affected surfaces completely. Porous materials such as fabric, upholstery or carpet should be discarded. Should the mold growth be severe, qualified trained professionals may be needed to assist in the remediation effort.
- Regularly maintain the Unit. For example regularly caulk the windows, faucets, drains, tub and showers.

SECTION II SWIMMING POOL, POOL AREA AND PATIO

1. The pool may be used between the hours of 8.00 A.M. and dusk. The pool area and the patio may be used between the hours of 8:00 A.M. and 10:00 P.M. The Board may authorize a specific restriction on use of the pool or pool area during these hours. The Board may extend the pool area hours for a specific function.
2. Children under the age of 12 years using the pool must be supervised at all times by an Adult responsible for the child's actions.
3. All persons using the pool do so at their own risk.
4. All persons using the pool must remove dirt, sand and tar from their feet and legs before entering the pool area or pool. Suntan oils, creams and lotions must be removed before entering the pool. To accomplish this everyone must take a shower before entering the pool.
5. All persons using the pool must wear suitable attire at all times. Children who are not toilet-trained and incontinent adults must wear leak-proof diapers under their bathing suit. Diapers and clothing may not be changed in the pool area.
6. Floats, rafts, aquatic toys or equipment and similar objects are not permitted in the pool. Therapeutic exercise boards are permitted.
7. No glass containers or drinking glasses are permitted in the pool or pool area, and no drinks are permitted in the pool or within 5 feet of the pool. Food and coolers are permitted on the patio only.

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8. Running, shouting, and other offensive conduct are prohibited in the pool, pool area and patio. Jumping and diving into the pool are prohibited and the pool, pool area and patio must be used in a manner consistent with the safety and the quiet enjoyment of all.
9. A towel must be put on chairs and chaises used by any person in swim attire.
10. Pool furniture and equipment must not be taken from the pool area or patio. Chairs or chaises cannot be reserved by anyone not remaining in the pool area or on the patio.
11. Gulfside's beach chairs cannot be reserved by anyone not remaining on the beach. After use beach chairs are to be rinsed and returned to the beach chair storage area. No other items may be stored in the pool area.
12. Nobody is permitted to enter the pool control house unless authorized to do so by the Board or the Manager.
13. All persons must be properly attired when going to and from the pool area. Females must wear a cover-up over their swimsuits. Males must wear a top. All persons must use footwear. Nobody shall be permitted in the hallways or elevators unless properly attired. Before entering the Building from the beach or the pool, bathers are required to dry themselves, and all persons are required to remove sand from their bodies, footwear and attire.
14. No musical instruments, radios or other noise making devices are permitted in the pool area except those which can be heard only through earphones.
15. Guests and Visitors may use the pool and pool area subject to the following:
 - A. Guests may use the pool or pool area at their discretion.
 - B. A Visitor who wishes to use the pool or pool area (unless a member of the Immediate Family of an Owner in residence) must be accompanied by the Owner or Lessee who invited the Visitor.
16. To prevent unauthorized use of the pool or pool area, and to maintain security of the premises of Gulfside, Inc., any person may be questioned by the Manager, or by another person authorized by the Manager, in order to determine if the person so questioned has the right to use the pool and pool area.
17. No more than 12 persons may be in the pool at any time.
18. The modestly sized pool and the pool area are for the use of all residents at any permitted time. No part of the pool area may be reserved for the use of residents, their guests and visitors, and pool parties are not permitted.
19. Use of the pool and pool area shall be in accordance with the Rules contained in this
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section and those posted in the pool area.

SECTION III PARTY ROOM

1. Reservations for use of the party room by an Owner or Lessee must be made at least seven days in advance of the required date by completing and submitting the appropriate form to the Manager. The applicant, at the time of making the reservation, shall post a refundable security deposit in the amount of determined by the Board from time to time to compensate the Association in case of failure of the applicant to restore the Party Room, including the kitchen, to its condition prior to the event. The Manager shall inspect and decide on the refund.
2. Owners and Lessees may apply for a reservation for their own use for a private event. Except as otherwise required by law, the Party Room may not be reserved for use for or by an outside organization.
3. Gulfside social parties, and Association Board and Committee Meetings have priority over any other use of the Party Room.
4. Fire regulations limit the number of persons allowed to occupy the Party Room at the same time to ninety-five (95).
5. Exit doors from the party room to the patio must be kept free of hanging drapes and clear of furniture during events.
6. Any applicant reserving the Party Room is responsible for breakage or damage. The cost to repair or replace any damaged or broken items will be charged to the applicant.
7. The applicant is responsible for setting up the Party Room for his or her private event. It is not the job of Gulfside personnel to clean up the Party Room and kitchen after any parties, meetings, TV or other events residents may hold. Therefore, the applicant, after the completion of his or her private event, is responsible for cleaning and vacuuming the Party Room, restoring the furniture to its original position, emptying trash, removing all personal food and drink from the refrigerator/freezer, washing dishes, utensils, pots, pans, etc., (excluding the table linens), and returning them to their original place. The Party Room and Kitchen shall be restored in accordance with this Rule by 9:00 a.m. the morning following the event.
8. The TV may be used by any resident who has reserved the Party Room.
9. Party Room ice is for use only on the Condominium Property to supplement ice supplies in Units, and for use at on-site parties and events. It may not be taken for use anywhere else.
10. No items of any kind may be stored in the icemaker. The refrigerator may only be used

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in the event of refrigerator breakdown in a Unit, or just in advance of, and during, a private party or event and items shall be removed by 9.00 a.m. the morning following the party or event.

11. Uses of the Party Room not requiring prior reservation shall be those comprising no more than 6 persons and/or service or consumption of food or beverages, e.g. small card games or similar casual activities. Any furniture moved must be returned to its original place. The Front Desk Attendant should be made aware of all such uses in advance. Consequently, unreserved use of the party room may have to be shared with other, similar activities.

12. Casual TV viewing is on a first come, first served basis, by checking out the remote control at the front desk. Any furniture moved for better viewing must be returned to its original place. No food or drink may be served or consumed during such casual TV viewing. In the event of a prior casual user occupying the party room any TV viewing shall only be by consent of the other user. TV viewing involving more than 6 persons, and/or the service and consumption of food or drink, requires party room reservation.

13. The modestly sized pool and the pool area are for the use of all residents at any permitted time. No part of the pool area may be reserved for the use of residents, their guests and visitors, and pool parties are not permitted.

14. The grills and pool patio area are available between the hours of 8:00 a.m. and 10:00 p.m. to all Owners, Lessees, Guests and Visitors for cookouts on a "first come first served basis" and cannot be reserved even by Owners and Lessees who have reserved the party room. Should access to the kitchen be required during a cookout, such access shall be through the automatic door to the Building and corridor to the kitchen door only. The emergency doors from the party room shall remain closed at all times other than to evacuate the party room in an emergency. The Party Room may not be used in conjunction with a cookout unless it has been previously reserved for that purpose in accordance with the provisions of this Section.

SECTION IV

FRONT DESK, EMPLOYEES, SUGGESTIONS, COMPLAINTS

1. FRONT DESK

A. The primary duty of the Front Desk Attendants is to prevent unauthorized persons from entering the Building or grounds of Gulfside and to call to the attention of Owners, Lessees, Guests, and Visitors any rules they may be violating. Front Desk Attendants may assist Occupants of the Building with doors, luggage and grocery carts, to the extent that such assistance does not interfere with the Front Desk Attendants' primary duties. Front Desk Attendants are not to perform personal services for any Occupant, while on duty as a Front Desk Attendant.

B. Front Desk Attendants will not allow any person to enter the Gulfside Building for the purpose of proceeding to an apartment, unless:

- (1) the Front Desk Attendant has first called the apartment and obtained Exhibit "D" to the Third Amended and Restated Declaration of Condominium (Third Amended and Restated Rules and Regulations)

permission from an authorized Occupant thereof to admit such person; or

(2) such an Occupant has previously notified the Front Desk Attendant of the person's expected arrival, and has requested that the person be admitted without further notification to the Occupant.

C. Front Desk Attendants shall record the arrival and departure times of all service personnel, including domestic workers, entering the Building. Except in an emergency, nobody will be permitted to enter an unoccupied apartment unless written authority of the Owner or Lessee is on file.

D. No Soliciting of any type is permitted on the premises of Gulfside.

E. For security reasons, no Occupant of an apartment may admit any unknown person to the Building, by means of the house telephone system or in any other manner.

F. Keys to apartments will not be given by Front Desk Attendants or the Manager to any person, unless the written consent of the Owner or Lessee is on file.

2. EMPLOYEES

A. Complaints against any employee must be in writing, signed and delivered to the Manager or a member of the Board. No person other than the Manager, may reprimand an employee. In the Manager's absence the President or Vice President of the Board may do the reprimanding.

B. No employee may perform any personal service for Occupants of an apartment during such employee's working hours. The Association does not prohibit individual Unit Owners from contracting with Gulfside personnel to perform individual services for the Unit Owner. However, any such services are strictly a matter of private contract between the employee and the individual Unit Owner. Personal services may not be performed during the employee's regular work hours, and will be grounds for discipline, including termination.

C. Employees performing personal services for Unit Owners will not be entitled to use the Association's maintained Unit key for any purpose except with written approval of the Manager. The Association passkey is controlled by the Manager, and is used only when Unit access is necessary in furtherance of general Association purposes.

D. Any Unit Owner who elects to use the services of a Gulfside employee specifically acknowledges that the Association is not responsible for the conduct of that employee, and by hiring said employee with knowledge of this rule, specifically agrees to indemnify and hold harmless the Association (its officers, directors, agents, and employees) from any claim of any nature whatsoever arising from the Owner's off-hours use of a Gulfside employee for Unit Owner's personal services.

E. The Board of Directors may authorize solicitation of donations to a central fund for distribution to employees at Christmas time. No other gratuities may be given to any employee.

3. SUGGESTIONS AND COMPLAINTS. Suggestions or complaints shall be made in writing and signed. Forms are available at the Front Desk for this purpose. Suggestions or complaints shall be directed to the Manager or the President.

**SECTION V
ADDITIONAL BOARD AUTHORITY**

The Board of Directors has authorized the Manager to take appropriate action to enforce the Rules and Regulations

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