Rules and Regulations of The Spindrift Club of Naples (Effective as of December 15, 2021)

Welcome!

The Spindrift Club is a cooperative living arrangement which aspires to be a community of kind and thoughtful neighbors that respect each other and live harmoniously. These Rules and Regulations (which supersede any previously dated versions) are intended to provide pleasant and safe living conditions for all of us. However, no Rules and Regulations can ever substitute for the kindness, consideration, and tolerance we all owe each other as neighbors.

Each unit owner at Spindrift Club agrees to comply with and abide by these Rules and Regulations in addition to the Articles of Incorporation and Bylaws of the Association. Each unit owner also shall be responsible for seeing that his or her guests, contractors, part time help, and lessees abide by these Rules and Regulations. Please refer to Rules for Decorators, Contractors and Subcontractors for additional guidance.

FACILITIES

The Spindrift Club and its facilities are for the exclusive use of unit owners, lessees who have been approved for occupancy, and their respective guests. In the unit owner's or lessee's absence, invited guests can only be admitted to a unit by advance written notice to the Manager (which may be by confirmed text or email) of the names and dates of stay of all persons. Unit owners and lessees themselves should notify the Manager minimally 48 hours prior to their own intended arrival. (See also Guest Occupancy below)

Each unit may be used for single family residential living and for no other purpose. The common elements shall be used only for their customary uses. No trade, business, profession, or other type of commercial activity may be conducted on any part thereof; provided this is not intended to prohibit normal telecommuting arrangements.

Unit owners are responsible for the maintenance and repair of the inside of their unit. This includes but is not limited to shutters, windows, screens, sliding glass doors, balcony flooring, air conditioning and heater equipment, appliances, plumbing and electrical.

RECYCLING AND TRASH

The recycling and trash dumpster area is on the first floor just inside the South front entrance. Newspaper recycling bins are inside the first room. Blue recycling bins and the green general trash dumpster are on the dock area through the double doors. Certain trash must be recycled in the BLUE bins - food and beverage cans made of tin, aluminum and steel, plastic bottles and containers labeled $1-5\ \&\ 7$ (no egg boxes, no hard brittle plastic and no plastic grocery bags) and glass bottles and jars (including clear, brown and green colored glass), paper, cardboard, cereal boxes, magazines, milk cartons and juice boxes. All boxes should be broken down before being recycled. ALSO NOTE: Recyclables should be clean and dry and left loose. Do not bag them.

The preferred hours for dumping trash and recyclables are 8 AM to 8 PM. Care should be taken to avoid excessive noise in the dumpster area so as not to disturb your neighbors above. Care should also be taken to ensure that trash is secured in order to avoid spillage in the hallways and in the elevators. There is no throwing or disposing of food, including bird or other animal food, and/or trash anywhere on the property except in the appropriate trash receptacles.

LUGGAGE AND GROCERY CARTS

To assist with moving in and out and with bringing groceries to your unit, there are luggage and grocery carts located in the storage locker area just inside the North service door, first floor hallway. Please use the door stop provided to assist with moving carts in and out of the locker area and use care when rounding hallway corners and entering/exiting elevators and units to prevent carts from damaging walls, doors and trim work. And, of course, kindly return carts to the locker area when finished.

Heavy items such as luggage and beach carts should be transported in and out of the lobby through the North Service door to avoid damage to entry tiles.

GUESTS

A Guest Occupancy Log is located in the Mail Room. Any non-resident visitors (including family members) that will be staying overnight(s) must be logged in with arrival/departure date information and make/model/license number of vehicles. Please include names of all guests.

Guest occupancy must follow guidelines of the Bylaws under Use restrictions and Leasing sections of Article 14.

The Manager must be given advance notice of any guests staying in the absence of the Unit Owner or lessee and the guest log in the mailroom must be completed.

NOISE

Out of consideration for neighbors, residents, lessees, and guests, noise should be kept to reasonable levels at all times. Care shall be taken in the use of sound equipment to ensure that the volume does not disturb neighbors. Special care should be exercised between the hours of 10:00 PM and 8:00 AM. Remember, your lanai is next to your neighbor's bedroom

LAUNDRY ROOMS

Laundry rooms are located on every floor. The hours for using the laundry are 8 AM to 8 PM. Clean the dryer lint filter after each load and clean up any detergent spills on or around a washer and abide by additional guidelines as posted in laundry rooms. No laundry, clothing, bathing suits or other material shall be placed on lanai railings.

POOL

The pool can be used from dawn until dusk. There is no lifeguard so all who use the pool do so at their own risk. Children under 12 must be supervised by an adult (18 years or older). Use of the pool, at any one time, is limited to owners, their parents and/or their children/grandchildren, lessees, their house guests, and a maximum of two non-lodging visitors. Children must wear appropriate swimwear at all times. Any incontinent person (including children not toilet trained) must wear swim diapers. Diaper changing is prohibited in the common areas. Read and review the additional rules that are posted poolside.

All floating and water sports equipment shall be removed from the pool area when leaving the pool for the day. Such equipment cannot be stored in the Clubhouse. All persons going to or from the pool should wear robes or cover-ups and appropriate footwear. When re-entering the building, ensure that you have dried off sufficiently so as to not track/drip water in the hallways, stairwells, or elevators.

Pool furniture and equipment is for use at the pool only and not to be taken from the pool area. Pool furniture may not be reserved by placing towels or garments when leaving the pool area.

No unauthorized person is permitted to adjust or tamper with any pool heating equipment.

Please use headphones with radios or other audio equipment in the pool area during open pool hours.

No yelling between the pool area and lanais is permitted.

No glass containers or breakable items are permitted in the pool area. Eating is allowed at the table area. An underlying towel should be placed on poolside furniture when suntan oils, creams, or lotions are used.

No animals are permitted in the pool at any time. Individuals with a disability may be accompanied by a service animal but the service animal is not allowed to enter the pool water.

CLUBHOUSE AND BARBECUE GRILLS

The Clubhouse and grills are for the use of the owners, lessees, and their guests

The Clubhouse should remain locked when not in use. Children must be accompanied by an adult and are not allowed to play in the Clubhouse. However, use of the restrooms is permitted. A sign-up sheet for use of the Clubhouse and/or grill at the pool is located in the Mail Room and is offered on a "first come, first reserved" basis for limited private parties and only when the owner or lessee is in residence and is present at the event. Kindly up-date any changes that may occur to your reservation. The host is responsible for the care and clean-up of the facilities after the event per the instructions posted in the kitchen area. Spindrift functions such as monthly socials, book club, and meetings for the benefit of all the residents shall have first priority on use of the facilities

No item of any kind, including bar and kitchen equipment, and supplies shall be removed from the Clubhouse under any circumstances (except tablecloths which should be laundered by host and returned to the Clubhouse promptly when used).

A second grill is located on the North side of the building and is available for use by the owners, lessees, and their guests on a "first come, first serve" basis without reservations.

After use of either grill, please clean and cover the grill.

PARKING

Every unit has a designated, numbered parking space. Parking for guests, visitors, and second vehicles is permitted along the living hedge fences on either side of the parking area. Please note that the lighter-colored stone pavers indicate a "parking space." It is strictly prohibited to change parking spaces (and numbers) assigned to any unit without Board approval.

Parking spaces are for the exclusive use of non-commercial passenger vehicles. Residents shall exercise care to park well within the defined limits of their space.

Boats or boat trailers may not be parked on the property (single overnight exceptions may be made by the Manager or the President of the Board).

Owners, lessees, and guests may not park recreational vehicles, trailers, or commercial vehicles on the property (single overnight exceptions for U-Haul trailer or similar may be made by the Manager or the President of the Board).

Pick-up trucks solely for use as a personal vehicle are allowed to be parked on the property. Such vehicles must fit within the designated parking space and must not impair neighboring vehicles maneuvering in and out of parking spaces. Pickups with lettering or commercial graphics are not permissible.

Motor bikes or motorcycles are not permitted on the property without previous Board approval.

COMMON AREAS

All common areas, such as hallways, stairwells, laundry rooms, and access halls for storage rooms must be kept free of obstructions.

Shoes and beach gear should not be left in hallways.

Bare feet are not permitted in common areas.

Use of personal décor and changes to common area are not permitted unless approved by Board of Directors.

BICYCLES AND BEACH EQUIPMENT

Bicycles shall be kept in the first-floor bicycle room, owner's storage rooms or units, or covered car ports (while in residence) ONLY. Bicycles should never be leaned against walls or block passageways. Owners desiring to use the bicycle storage room must fill out an annual agreement with the Association's management company. Space is limited and available on a first come, first serve basis.

Beach chairs and other beach equipment can be stored in an owner's covered car port while in residence; however, these items must be neat and contained within one's own parking space. All items must be removed and stored in owner's storage area or unit when not in residence.

Kayaks and paddleboards may be stored in the racks on the North side of the building on a first come, first serve basis. These items must be secured while on the racks and must be removed to the owner's storage area or unit when owner is not in residence. Kayaks and paddleboards may not be stored on the docks.

SMOKING

Smoking (including electronic cigarettes) is NOT permitted in the main building (including individual units and lanais), on the veranda, in the Clubhouse, and the pool area.

RETURNING FROM THE BEACH

Precautions must be taken when returning from the beach to ensure sand is not tracked into the building. Hoses for rinsing feet, chairs, beach equipment, etc. are located in the landscaped areas at the corners of the building on either side of the entrances. It is also important that towels and clothing be shaken or brushed so sand is not introduced into the laundry equipment.

DOCK AREA

For safety, no children are permitted in the dock area along the bay without supervision by an adult (18 or older). Under no circumstances shall any person board any boat moored at the dock without the owner's permission except in an emergency. Just as with any maintenance performed in the building, the Spindrift Manager should be notified whenever work is performed on any boat. Diving and swimming off the docks are prohibited. Living and sleeping overnight on a boat is prohibited. No storage of any items on a dock or seawall is permitted. Leasing of docks will be to Spindrift members only and for a specific boat and will be supervised by the Board of Directors. Subletting of a dock is not permitted, nor is any commercial activity in the dock area. No changes to or installation of pilings or docks is permitted without consent of the Board except for the installation of bits, cleats, rings, dock lines, etc., which lessee may install at his own expense. All halyards must be tied off so they do not make noise

SIGNS

No "For Sale" or "Rental" signs are allowed at any time. Temporary "Open House" signs are permissible during the hours of a scheduled open house and according to the regulations of the City of Naples.

ITEMS REQUIRING MANAGEMENT ATTENTION

Issues dealing with maintenance, safety, and security can be logged on the whiteboard hanging in the Mail Room and will be addressed in a timely manner by management or the Board of Directors as required. Such issues may also be brought to the attention of Waterways

PETS

Pets are <u>NOT</u> permitted in the buildings or on the grounds with the exception of ESA's previously approved by the Board of Directors.

DELIVERIES

All deliveries should be directed to the north side entrance. Owners must let the Manager know when owners plan to have large moves or deliveries so that the proper padding of the elevator can be put up to prevent damage to the interior of the elevator. The Manager should be notified in advance of any planned construction, moving or deliveries.

LESSEE RULES

All Owners wishing to lease their Units and Board Approved Lessees must abide by all applicable rules and regulations and the rules as outlined in the Association Bylaws as well as complete the official application/approval process as directed by the Management Company. Lessees are required to abide by all applicable Association guidelines, rules and norms of behavior.

SECURITY

All entrance doors are to be kept locked at all times. Owners agree to abide by security and key fob access and security procedures as outlined in the release form provided at the time of issuance,

VIOLATIONS

It is hoped that compliance with these Rules and Regulations will be voluntary and cooperative among neighbors. However, if a violation of our House Rules and Regulations continues after verbal notice, action may be taken by the Board of Directors including the imposition of fines.

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(Effective as of December 15, 2021)