



Rules and Regulations

Effective January 1st, 2021

Reef Club Condominium Association, Inc.

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I. GENERAL

The Reef Club Condominium & Marina is a gated community consisting of four condominium buildings, Reef North, Reef East, Reef South, and Reef West, including 47 boat slips on Maule Lake in North Miami Beach. The Reef Club is operated by the Reef Club Condominium Association, Inc. ("Association") that is managed by a Board of Directors ("Board").

The Reef Club property includes a lake-side pool and hot tub, 24/7 Security, two (2) tennis courts and basketball hoop, BBQ area, recreation rooms in each building, fitness rooms and a car wash station.

Together with the Declaration of Condominium for each of the buildings and By-Laws of the Association, these Rules & Regulations govern the Reef Club Condominium & Marina, the property and amenities. Future modifications of the Rules and Regulations may be initiated by the Board to comply with changes to the Florida Statutes, changes to condominium By-Laws or changes to community standards. Until such time, these Rules and Regulations will be enforced.

The Association has the right to refuse the use of the facilities of the Reef Club to anyone whose conduct is inappropriate or detrimental to the peaceful and quiet enjoyment of residents.

II. GUEST/VISITOR

A Guest is any person, not a unit owner or tenant, staying in or occupying a unit from one (1) to no more than thirty (30) days. A Visitor is a person visiting, but not staying overnight.

1. The Association's office must be notified of guest(s) staying for a week or more, 48 hours in advance of their arrival.
2. A guest of a unit owner or lessee staying more than thirty (30) days must complete an application and background check at a fee of \$100 each and be screened and approved by the office.
3. Owners/residents are fully responsible for the conduct of their visitors and guests and any damage they may cause. It is the owner's duty to protect our property and interests.
4. An overnight parking visitor's pass is needed from Security at the specific request of a resident. Failure to display the overnight pass may result in a \$10.00 parking fee charged to the resident.

III. SALES, TRANSFERS AND LEASING OF CONDOMINIUM UNITS

1. Prospective purchasers or lessees must complete an application. Owners desiring to sell must complete an Intent to Sell form. All forms, applications and Rules and Regulations must be obtained at the Reef Club office or online at www.ReefClub.us
2. A copy of the lease or contract for sale/purchase must be presented with the complete application along with a non-refundable processing fee of \$100.00 for prospective residents over the age of 18. Prospective sellers of a unit must request the Real Estate Transaction Guide from the office or online.
3. All prospective purchasers and lessees must be screened and interviewed prior to occupancy by the director(s) of the designated Condominium building, even when one is moving from one building to another.
4. At the interview, a Rules & Regulations acknowledgement must be signed and dated by the purchasers or lessees; a copy will be retained at the office. An information sheet and Voting Certificate must be completed.
5. The Board shall be notified in writing at least 60 days prior to a lease's renewal date. All renewals will be reviewed by the Directors and approved or denied by the Board no less than 30 days prior to renewal date.
6. New leases and lease renewals shall become valid upon approval by the Board.
7. All lessees shall provide the Association with a refundable security deposit of \$1,000 with the application, covering any property damage and/or fines. The deposit will be held by the Association until the termination of the lease.
8. No unit may be leased for a term of less than twelve (12) consecutive months and a unit may be leased only one (1) time in any twelve (12) month period.
9. If a lease is terminated or a tenant vacates the unit prior to the approved lease term, the unit owner may not re-lease the unit until the first anniversary of the date of commencement of the lease agreement.
10. See the Declaration of Condominium, Article XIII, as amended in 2000, for further provisions regarding conveyances, transfers, leases, and the Board's authority to approve such transactions.
11. Airbnb, timeshare, rooms by the day/week/month rental, or similar systems or any short-term leases or any subleasing are not allowed at the Reef Club. Violators shall be immediately evicted. A fine shall be imposed on the owner for the violation and said owner will not be allowed to lease for a period of twelve months from the date of the occurrence.

IV. OCCUPANCY

The following are the maximum occupancy for units:

- | | |
|---------------------|------------------------------|
| • One-bedroom units | Maximum of three (3) persons |
| • Convertible units | Maximum of four (4) persons |
| • Two-bedroom units | Maximum of five (5) persons |

V. ACCESS TO CONDOMINIUM UNITS

1. As per the Florida Condominium Act, each unit owner shall provide key(s) of their unit to the office for emergency purposes, and to execute necessary maintenance, repair or replacement of any common element or any portion of a unit to be maintained by the association, pursuant to the Declaration or as necessary to prevent damage to the common elements. Prior to entry, the office shall attempt to notify residents via email, phone and text message. If current keys are not available at the office, owners are responsible for all costs of entry by the management and are subject to a fine.
2. The key on file is for emergencies only. Should a resident need to access his/her unit with the office copy, there will be a \$25 fee after the first occurrence, except in cases of medical emergency, theft of keys or valid exceptional situations.

VI. ENTRY TO REEF CLUB

1. A bar code will be issued to residents of the Reef Club for a \$15.00 fee. The bar code decal must be affixed by staff, to the right rear window of the vehicle.
2. A weekly, bi-weekly or monthly pass may be issued to guests by the office and displayed on the driver's dashboard. These passes may not exceed 30 days and require a non-refundable \$10.00 fee.
3. Daily visitors' passes are issued by the security guard. Proper I.D. will be required.
4. Visitors will only be allowed entry to the property when the resident host is contacted via the phone number on file or security has been notified in writing prior to the visitor's arrival. Proper I.D. will be required.
5. When the resident is out of town and has authorized family to use their unit, the resident must provide to the office written a list of all guests' names, dates of stay and their contact information, at least 24 hours in advance.

VII. MOVE- IN / MOVE-OUT AND DELIVERIES

1. Moving in or deliveries require a 48-hour written notification and a refundable \$300.00 damage deposit by personal check payable to the Reef Club and submitted to the office at the time of the request. Moving out requires a \$300.00 money order or cashier's check. Any damage caused by the delivery or moving, over and above the \$300.00 deposit, is the responsibility of the unit owner who will be billed for the balance.
2. Moving and deliveries requiring a dolly may enter the property from 9 a.m. to 4:30 p.m. and must leave the property by 5 p.m. Monday through Friday. Saturday deliveries or moving are permitted between 9 a.m. and 12 p.m. and must leave the property by 12:30 p.m.
3. Moving and deliveries are not permitted on Sundays or nationally recognized Holidays.
4. Only two-axle trucks can enter the Reef Club grounds.
5. Residents are responsible for notifying carriers, in advance, of restrictions and hours.

VIII. PARKING

1. All vehicles must be registered with the Management office.
2. All units have one designated parking space, with a few exceptions. This space cannot be sold but can be rented pursuant to a written contract, submitted and approved by the office.
3. Residents are allowed only one visitor's space per unit for their vehicle, on a first come first served basis and may only park in their building's designated visitors' spaces. If there are no spaces available, contact security for assistance.
4. Due to limited parking, no more than 2 guest cars per unit are allowed on the Reef Club property.
5. Vehicles cannot exceed the dimensions of our parking spaces, 9ft. x 18ft. Only vehicles shall be parked in a covered or exterior parking space.
6. Vehicles displaying any business or commercial signs or lettering may not park within the property from 6 p.m. to 9 a.m.
7. Only minor vehicle repairs can be done on premises.
8. No parking is allowed in Fire Lanes.
9. Parking in front of building entrances is limited to five (5) minutes for loading or unloading.
10. Recreational vehicles, boats, and trailers are not permitted on the property.
11. No sheds are allowed, except for the already existing sheds as of November 28, 2017. Existing sheds must be registered, approved, and tagged by management. All grandfathered sheds shall be removed upon title transfer, sale or lease of the unit. Current shed owners can have either one shed or one marine box.
12. Kayaks, canoes, boards and/or other water sport devices must be placed in approved designated racks. All water sport devices must be registered, approved, and tagged by management, prior to utilizing space. Each owner may use up to two (2) spaces on designated racks, in their respective building.
13. No other personal items shall be stored in covered or exterior parking areas. Items, such as gasoline tanks, carts, bicycles, paint cans, chairs or any other loose personal items cannot be placed in or around parking spaces. Loose items will be removed and disposed by management.
14. Items such as hooks or hardware cannot be affixed to the common walls of the covered or exterior parking.
15. A non-working or unregistered vehicle may not remain in the parking area for more than seven (7) days. Vehicles may be towed after one warning by the office, at the owner's expense and without further notice.
16. The owner of a vehicle causing damage or discoloration to the parking area shall be responsible for expenses incurred to repair the damage or discoloration.
17. Motorcycles must park in designated spaces or otherwise off the property.
18. All vehicles must be parked head-on.
19. The Association has the right to tow vehicles that are not in compliance with the Rules, at the owners' expense.

20. An overnight parking visitor's pass is needed from Security at the specific request of a resident. Failure to display the overnight pass may result in a \$10.00 parking fee charged to the resident.
21. All covered and exterior parking areas must be well maintained.

IX. REEF CLUB AMENITIES

The amenities listed below are for the exclusive use of the residents and their guests.

THE USE OF THE AMENITIES BY RESIDENTS AND THEIR GUESTS IS AT THEIR OWN RISK.

Children under the age of 14 must be supervised by an adult at all times when using these amenities. Amenities may not be used by owners or their tenants if the owner is delinquent by more than 60 days in payments due to the Association.

A. POOL / HOT TUB - Available 6 am to 11 pm

1. Everyone must shower before using the pool and hot tub.
2. Only plastic containers are permitted around the pool deck. Glass and breakable containers are strictly prohibited on the pool deck.
3. Only small noodles, floatation, and safety devices are permitted.
4. Pets are not allowed on the pool deck or in the pool.
5. Jumping, running or horseplay is not allowed around the pool or on the deck.
6. Loud music is prohibited.
7. Residents are responsible for damages.
8. No lifeguards are on duty.
9. See additional Rules by the pool deck.

B. GYM - Available 6 am to 11 pm

1. Use a spotter when lifting weights.
2. Return weights to rack after use. Do not drop weights.
3. Wipe down equipment after use.
4. Food or drinks other than plastic bottled water or sports drinks are not allowed in the gym.
5. Wear appropriate gym attire.
6. Horseplay is prohibited.
7. Please be considerate of others who are waiting to use the facilities.

C. TENNIS AND BASKETBALL COURTS - Available 6 am to 11 pm

1. Proper attire and shoes must be worn on the courts.
2. Court times are on a first come first served basis.

3. Courts are for tennis and basketball only – No rollerblading, skateboarding, bike riding, etc.

D. BARBECUE – Available 11 am to 11 pm

1. Grills are for the exclusive use of Residents and their guests. Reservation required.
2. Obtain information regarding reservation and sign-up protocol at www.ReefClub.us/Amenities, Security Gate House or in the Management Office.
3. Only persons 18 years of age and older may operate the grills.
4. Grills must be attended at all times.
5. Noise level must be kept to a minimum. This includes audio devices.
6. Water must be available at all times to extinguish uncontrolled flames.
7. Clean up after use. Use proper receptacles for trash and recycling. Leave tables and benches clean and ready for the next grillers.
8. Use only provided brush to scrub grill after each use.
9. Use only charcoal and leave it to cool; do not attempt to remove ashes.

E. CAR WASH – Available 24 hours

1. Car washing is only allowed in the space provided.
2. Use biodegradable cleaning products.
3. Remove vehicle immediately after washing.

F. RECREATION, LOUNGE ROOMS – Available 6 am to 11 pm

1. Parties in the recreation room must have prior, written consent by the office. A \$300.00 refundable deposit is required payable by personal check. The room should be left in the condition in which it was found.
2. If the room is not left in the condition it was found, a \$45.00 cleaning fee will be charged to your account and must be paid with a separate check or on the website.
3. Notice of Intent to Use will be placed on the bulletin board by the mailboxes one (1) week prior.
4. Bare feet and wet bathing suits are not permitted in recreation rooms and all other common areas.

X. BICYCLES

1. Bicycles must be registered with Management.
2. Bicycles must be labeled with unit owner's name and apartment number.
3. Bicycles are to be kept locked in designated bicycle racks, bicycle rooms or inside your unit.
4. Bicycles must be removed from racks any time winds of 50 mph or higher are predicted.
5. Bicycles that are inoperable or are excessively rusted may be removed by staff with prior

notice to owners if the bicycle is labeled with name and unit.

6. Children under 14 are not allowed to ride bicycles inside the property unless accompanied by an adult.

XI. LAUNDRY ROOMS – Available 6 am to 11 pm

1. Laundry rooms and equipment must be left clean and available for the use of others.
2. Do not hang or tape items to walls.
3. Remove clothes from washer and dryer after the cycle ends.
4. Clean filters in dryers after each use.
5. Use liquid detergent only and do not overload.
6. Leave washer and dryer doors open when not in use.

XII. STORAGE ROOMS

1. Every unit owner is assigned one storage bin in their building's exterior storage rooms.
2. It is the owner's responsibility to secure their bin and to protect its contents.
3. No flammables, chemicals or toxic compounds can be stored in your bin.
4. Articles found outside or above the bins in the storage room will be considered trash and removed.
5. If you are allowing another resident to use your storage bin, notify the Management in writing.

XIII. PETS

1. Owners are allowed one (1) dog weighing no more than 20 pounds. Dogs that have grown over the limit since they were first brought to the property (before November 28, 2017) will be grandfathered.
2. New owners must bring their dog to the Office prior to Association's approval. They also must provide a current photo, description of the breed, age and weight of the dog and proof of rabies vaccine and license. If there is cause to believe that a young dog will exceed the weight limit upon maturation, the Association will not accept the application. All dogs must be registered in the Office as soon as they arrive.
3. Lessees, guests and visitors are not permitted to have animals of any kind in any unit or on the condominium property (By-Laws, Art. XII, as amended).
4. Persons requiring an emotional support or service animal must complete applicable paperwork signed by a physician or medical professional. This documentation must be submitted to the Manager's office and will be verified by the Office Manager.
5. All indoor pets (cats, birds, fish, etc.) must remain within the confines of the owner's unit or in a proper pet carrier when being transported.
6. All dogs must be walked off the premises of the Reef Club property and must be leashed at all times when outside their unit.

7. Any damage caused by a pet shall be the full responsibility of the pet owner who shall pay costs incurred to repair said damage.
8. No animal, including those in cages, may be left unattended on balconies.
9. If a pet is a nuisance or causes a disturbance, the pet owner must correct the problem immediately. If the nuisance behavior continues, the pet owner may be required to remove the pet from the unit and the property, as determined by the Board in its sole discretion.

XIV. DISTURBANCES

1. According to the Miami-Dade County Noise Ordinance, no one shall make or permit loud noises between 11 p.m. and 7 a.m.
2. Fireworks are not allowed on the Reef Club property.
3. No one shall be allowed to create or maintain a disturbance that interferes with the quiet and peaceful enjoyment of neighbors.
4. Construction noise is not permitted Monday through Saturday between the hours of 6:00 p.m. to 9:00 a.m. No construction of any type will be allowed on Sundays and holidays.

XV. BALCONIES

1. Only outdoor furniture and accessories are permitted.
2. Balconies are not to be used for storage of items such as bicycles, kayaks, coolers, boxes, etc.
3. Pets are not allowed be left unattended on balconies. Caged birds may not be kept or maintained on balconies.
4. Individual items in excess of 50 pounds are not allowed.
5. Signs may not be displayed on windows or balconies.
6. Clothes, laundry, towels, rugs, etc. shall not be hung on balcony railing or furniture.
7. Carpet and tile flooring are not allowed on balconies. Previously existing tile is grandfathered but if removed may not be replaced.
8. Balconies shall not be enclosed. Units whose balcony enclosures were previously approved by the Association are grandfathered until the title is transferred, and at that time, the enclosure must be removed.
9. Nothing may be affixed permanently to the balcony railing, walls or ceiling, this includes screws, nails or any other hardware.
10. Satellite dishes may not be attached to any part of the balcony structure, including railings. Free standing dishes must be removed from the balcony when winds exceed 50 miles per hour.
11. Holiday decorations may be displayed from the week before Thanksgiving until January 15th.
12. The use or storage of grills for cooking on balconies is strictly prohibited, including but not limited to hibachis, gas-fired, charcoal or electric grills.
13. Items must be removed from balconies anytime winds of 50 mph or higher are predicted. Failure to clear the balcony will result in a \$300.00 fine.

14. Residents who are planning to be away during hurricane season (June 1st – November 30th) and/or for over two (2) weeks during off-season should remove all items from their balcony prior to leaving. If Reef Club staff must clear a balcony, under emergency circumstances, a \$300.00 fine will be enforced.
15. Residents who choose to leave their key(s) with a neighbor for emergency entrance, must leave the neighbors' contact information in the office.

XVI. RENOVATIONS AND CONTRACTORS

1. All contractors must be authorized by the office before gaining access to the Reef Club property. An Architectural Change, Renovation and Contractor form can be obtained at the office or on the website. The completed form must be submitted along with a \$300.00 deposit check and must be approved before starting any work.
2. All remodeling, including plumbing, electrical, structural or flooring construction, must be authorized by the office with proper proof of contractor's license, insurance, and permits when applicable.
3. Make no alterations, decorations, repair, replacement or changes to the common elements, or any outside or exterior portions of the building, or any load bearing, supporting walls of the building whether within a unit or part of the common element.
4. The unit owner shall be liable for all damages to another unit(s), common elements or, any condominium property caused by their contractor, subcontractor or, their employees, whether said damages are caused by negligence, accident or otherwise.
5. Contractors are allowed to work on Monday through Friday from 9 am to 5:30 p.m. Work is allowed on Saturday from 9 a.m. to 5:30 p.m. as long as large tools and materials are already in the unit and their activities generate minimal noise. All contractors must be off the property by 6 p.m.
6. Request for an electrical upgrade involving changes to the limited common elements, such as the meter rooms or electrical conduits, must comply with the requirements for a permit from the City North Miami Beach. All documentation must be filed in the office, one week prior to commencement of work.
7. Soundproofing is mandatory for new flooring, following City of North Miami Beach Building Code; a permit is required.
8. Hallway floors must be adequately covered during the construction period.

XVII. TRASH DISPOSAL

1. BULK TRASH

- The City of North Miami Beach makes a trash pile pickup on the 3rd Thursday of every month. This pile is started on the Wednesday night prior to the pick-up.

- Residents are responsible for bringing their own bulk trash to the designated area on the street near the tennis courts, not to the main trash rooms.
- APPROPRIATE BULK TRASH: boxes, furniture, general household debris, yard clippings, tree trimmings, leaves. Plant items should be bagged and placed in a separate pile from other bulk trash items. Limbs should be cut into lengths of 5 feet or less.
- UNACCEPTABLE BULK TRASH: Dirt or sod, household chemicals, paint, toxic or flammable materials, motor oil, tires, vehicles, motors, motorcycles, boats, trailers.

2. SPECIAL COLLECTIONS

- Construction and remodeling debris – Unit owners are responsible for disposal of construction waste. If a construction contractor is working on the property, confirm, in advance, that s/he will take responsibility for removing construction waste. For additional information, call the Miami-Dade County Department of Solid Waste Management. 305-594-1500.
- Household Appliances – refrigerators, stoves, air conditioners, microwaves, water heaters and other appliances are prohibited in landfills and will only be picked up by special request. To schedule an appliance pickup, please call the North Miami Beach Solid Waste Division at 305-948-2904 between 8 a.m. and 5 p.m., Monday through Friday.
- Oil Products – call the Florida Department of Environmental Services at 800-741-4337.
- Household chemicals and paint products – call Miami-Dade County at 3-1-1.

3. DAILY GARBAGE AND RECYCLABLES

- Daily garbage should be bagged and dropped down the chute in the laundry room.
- Recyclable glass, plastics, and cans should be placed in bins in the covered garages. No plastic bags.
- Boxes should be flattened and placed in the dumpsters in the trash rooms in each building.
- Newspapers and recyclable paper should be placed in marked containers in the laundry room.

XVIII. MISCELLANEOUS

1. Residents may not direct or supervise any of the employees of the Reef Club, or use such employees for any personal projects.
2. Stairwells must be kept clear of all items at all times. These are emergency exits, and not for ingress/egress.
3. The ground floor exit doors that are not equipped with FOBS are for emergency use only and they are armed with alarms that will ring when the doors are opened. Tampering with, or disconnecting the alarms, will result in a fine.
4. Hallways, elevators, lobbies and lounge rooms are not to be used as playrooms for children.
5. No doormats, shoes, planters or any other items may be placed in hallways.

6. No washers and/or dryers are permitted in individual units. If any unit is found to have such appliances, the unit owner will be required to remove them at his/her own expense. The unit owner must remove unauthorized appliances prior to leasing or selling the unit.
7. During an emergency or power outage, the generator will provide electricity to operate elevators and some lights in common areas.
8. The outlets in the corridors are for medical emergencies and cell phone charging only. The generator has limited capacity to provide power. Any resident using the hallway outlets for any other purposes will be fined \$300.00. Building Directors are authorized to remove any electrical cords.
9. The Reef Club conducts an Annual Inspection of smoke detectors, fire alarms, A/C, water heaters and water leaks within the units with advance notice to owners/residents.
10. A water detection device provided by the Association must be placed and kept on the floor of the water heater and air conditioner closet.
11. To prevent mold, thermostats shall be set at 80° or less when a resident will be away for more than 5 days.
12. All unit windows and sliding doors may be covered with suitable treatments such as vertical or horizontal blinds, window shades or drapes. Under no circumstances can bedspreads, sheets, paper, aluminum foil, shower curtains, etc, be used to cover windows or doors.
13. In clear recognition of the negative impact upon health and the environment caused by second-hand and third-hand smoke, as well as its annoying odor, the smoking of any kind is not permitted within 25 feet of the condominium buildings. With that said, smoking is permitted in the designated smoking areas such as the designated area of the pool deck.
14. During the Covid-19 pandemic, all persons shall wear a mask or other facial covering when inside the common areas of the Association.
15. No weapons of any kind are permitted on the Association property.
16. Residents are strictly prohibited from killing iguanas within the Association property.

XIX. FIRE ALARM SAFETY RULE

1. A resident who needs to shut off the power to their unit, must notify the office at least 24 hours in advance.
2. Marked circuit breakers must be kept on at all times. If the Association must reconnect the electrical service, all resulting expenses will be billed to the owner.
3. Residents who neglect to notify the office and consequently trigger the fire alarm system will be charged the cost of a regular service call including cost for an off-hours visit. This is considered Life Safety Vandalism. The Association can be fined by Miami-Dade County per incident and any fines will be billed to the unit owner violators.
4. Tampering with or removing the fire alarm devices is strictly prohibited and violators shall be subject to any civil or criminal sanctions.

XX. DOCKS

Users and owners of dock space are responsible for their proper use as described in the Rules and Regulations below:

1. Fish cleaning is permitted in the designated area, located next to the BBQ.
2. Docks must be kept clean and free of any obstructions including gear, tackle and dock storage containers.
3. The 15 amp electric outlet situated at the docks may be used to keep the electrical system charged in order to provide full power to bilge pumps. Electrical outlets may not be used to power air conditioners or other appliances. After receiving the permits by the City of North Miami Beach, and authorization from the Dock Master, boat owners may install a direct line to their own meter at their own expense.
4. When not in use, all hoses should be run under the dock and wrapped around a bumper pole or secured to a hose rack placed on the facing of the dock.
5. All electrical wires must be placed under the dock. A suitable covering plate must be attached with stainless steel screws to the concrete portion of the dock, to avoid a potential hazard. All cleats must be put on the water edge of the dock. Request guidelines at the Office.
6. Anything attached to the docks must be approved in advance by the Board or Dock Master unless specifically authorized otherwise.
7. Open flames and open-air grilling are strictly prohibited within the boats or marina.
8. A dock space may be sold or assigned by one unit owner to another unit owner. The Association must receive a written notice of any such sale or assignment.
9. An owner may rent his or her dock space to any other owner or lessee within the Reef Club. The Association must receive written notice of any such rental agreement. Subleasing of dock space is prohibited.
10. A non-resident owner may not keep a boat in his or her dock space when the unit is leased but may lease the dock space to another resident.

XXI. BOATS

1. All Boats using the docks at the Reef Club must be registered with the Office in the name of the resident owner or resident lessee. The information needed is as follows: boat ownership, the length of the boat, make, type, assigned name of the boat, state, proof of insurance and registration. All Florida registration shall be up-to-date, and the registration sticker must be visible.
2. Reef Club owner or resident lessee must be the sole titleholder of the boat. No other names shall appear in joint ownership except that of the immediate family who resides in the same Reef Club unit. No one shall be permitted access to the Reef Club property to use any boat unless the titled owner is on the premises and authorized entrance.

3. All boats docked in the Reef Club must carry a minimum of \$300,000 liability insurance. Owners must provide evidence of such insurance and must name the Reef Club Condominium Association as an "Additional" insured on their boat policy.
4. Prior to installing whips, cleats, plates and other items on the docks, you must request written authorization from the office. Request guidelines at the Office.
5. Boat owners are responsible for secure mooring. In the event of a Hurricane, boat owners must take actions to secure the boat and protect the docks. Boat owners should nominate an individual to act as their agent in case they are away. In the case of imminent danger, the Dock Master will take whatever action is necessary.
6. Whips must be installed on the dock with backing plates to distribute the load. All boats must use whips to prevent contact between the boat and the dock.
7. Rafting of boats is not permitted. (Attaching one boat to another).
8. Boat and dock owners are responsible for damages to condominium property and/or property of others.
9. Boat owners are solely responsible for the condition of their boats. All boats must be kept clean and orderly. The boat should not be allowed to deteriorate so as not to become an eyesore as determined by the Board in its sole discretion.
10. All boats docked at the Reef Club are required to be seaworthy, operable and in good repair. They must be navigable under their own power, i.e. motor for motorboats and sail and motor (if so equipped) for sailboats. Boat owners must keep their boats afloat at all times. If there is a question as to the seaworthiness and operability of any boat, the boat owner may be asked to demonstrate its viability and to take appropriate action. Lack of action by the owner may result in a fine per day as allowed by law and commencement of legal steps to evict the boat.
11. If the owner is unable or unwilling to verify the seaworthiness, the Association may hire, at the boat owner's expense, a marine technician to provide an unbiased determination as to the boat's operational capabilities and physical condition.
12. Owners are responsible for bailing out sinking boats, raising sunken boats and containing and disposing of fuel spills. It is the boat owner's responsibility to have the boat raised and removed from the Marina within 24 hours. The owner is solely responsible for the cost of cleanup and repairs for damages sustained by the Marina and any fines imposed.
13. The Association will attempt to contact a boat owner concerning a sinking boat. The Association shall not be liable to boat owners for action or inaction in dealing with a sinking boat, even if the Association, its agents or employees may be deemed negligent.
14. Boat owners and their guests shall not discharge treated or untreated effluent of gray or dark water into the lake at any time. Any accidental discharges should be reported to the Dock Master. The Dock Master may board a boat at any time and without notice to secure a leak and prevent environmental contamination. Owner will be responsible if there are any related fines.
15. Boat engines should not run for more than 30 minutes at the dock. Only biodegradable cleaning products must be used. Only minor boat repairs will be permitted, from 9:00 a.m. to 6:00 p.m. Major repairs (e.g.: engine change, painting, power sanding) are not allowed on premises.

16. Owners may not display any signage on their boats or docks.
17. No laundry or towels may be hung from boats and docks.
18. Sailboat owners must keep halyards secured at all times.
19. Living aboard a docked boat is strictly prohibited.
20. Loud noises from boats and docks are prohibited between 11:00 p.m. and 8:00 a.m.
21. Open flames and open-air grilling are strictly prohibited within the boats or marina.

XXII. KEY FOBS

FOB in these Rules refers to the magnetic device that Reef Club uses in conjunction with a proximity reader to open electronic door locks.

Responsibilities of Owners

1. The safekeeping of FOBS
2. Unit owners must report the loss of FOBS immediately to the Management office, so that appropriate security measures may be taken. Residents may use the intercom access in the event their FOB is inactive as a short term measure only.
3. Ensuring that strangers do not enter the building when the main entrance door is open. It is everyone's responsibility to ensure unauthorized access is not permitted with his or her personal key FOB.
4. Defective, damaged, or seriously worn FOBS should be returned to Management for replacement.
5. Any person entering locked buildings or spaces are responsible for re-securing all doors and shall not prop open any doors.
6. Sale/Lease of A Unit - Upon the resale/lease of a unit the new owner(s)/lessees shall be made aware of this policy. The moment control and possession of the unit changes all FOBS shall be surrendered to Management to be deactivated. FOBS will be reactivated in the new owner's/lessee's name. The amount of keys shall be verified and also registered in the new owner's/lessee's name.

XXIII. VIOLATIONS AND FINES

In the event there is a reported violation of these Rules and Regulations or other governing documents, the Board will investigate and determine in its sole judgment whether a violation has occurred. If in the Board's judgment, there has been a violation, a warning letter will be sent to the individual(s) involved and/or to any unit owner who may be responsible. If the matter is not resolved, a fine will be levied against the unit owner on the basis of each day of a continuing violation from \$100.00 per violation, up to \$1,000.00, or as otherwise authorized by Florida Statutes. Anyone receiving such a fine letter has an opportunity for a hearing with the fining committee. (See Article VII, Section 5 of By-Laws, as amended in 2000 for further information).

For information about the violations and fines process, please contact the Office Manager.

XXIV. BOARD MEETINGS

Board meetings are held on the last Tuesday of the month. Notices of meetings are posted on bulletin boards, and on the website.

A unit owner who desires to discuss a subject at a meeting must give a written notice to the president and manager at least seven (7) days prior to regular Board meetings and thirty (30) days prior to the annual meeting of owners. It is to the discretion of the Board to include the item on the agenda.

A unit owner may speak for three (3) minutes on each subject on the agenda, when the floor is open for discussion on a particular item.

A unit owner desiring to audio or video record a meeting must adhere to Florida Condominium Regulations, Code 61b-23.002(10), FL Admin. Code.



ACKNOWLEDGEMENT

I have read and agree to all the Reef Club Condominium Association's Rules and Regulations

Condominium

Unit

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Date

For questions, contact the Manager at (305) 944-1673 or write to manager@reefclub.us

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