

EAST LAKE WOODLANDS CONDO VII ASSOCIATION

www.elwcondo7.com

LEASE AGREEMENT APPLICATION

Processing of this application requires \$100. fee and \$350. Security Deposit made to Condo VII Association. Deposit is held for the term of the lease and refunded only after it is determined that there is no damage to any common areas. The Board requires 15 working days from receipt of completed application and fee. This application will not be processed unless it is completely filled in, a copy of the Lease agreement & copy of lessee Drivers License is attached and a check for aforementioned fees made payable to: East Lake Woodlands Condo VII Association.

Tenant represents that the following information is true and correct and consents to further inquiry and investigation concerning the information supplied to any information which comes from that inquiry which is necessary for the approval of this application.

Tenant/Renter: _____

Current Address: _____

Previous Address (*if less than 1 yr*): _____

Phone #: _____ Email: _____

Employer: _____ Phone #: _____

Address: _____

Rent Occupancy Date: _____ to _____ Landlord/Owner: _____

Address & Unit #: _____

Contact information where this application is to be sent after approval:

Name: _____

Address: _____

Phone: _____ Email: _____

Renter/Tenant References (non-relatives only):

1) Name: _____ Phone: _____

Address: _____

2) Name: _____ Phone: _____

Address: _____

Names of Persons that will occupy this unit (no more than 4 adults):

- 1) _____ Birth Date: _____
- 2) _____ Birth Date: _____
- 3) _____ Birth Date: _____
- 4) _____ Birth Date: _____

Emergency Contact (person to contact in case of an emergency):

Name: _____ Phone: _____

Address: _____

VEHICLES/AUTOMOBILES

- 1) Make & Model: _____ Year: _____ Plate #: _____
- 2) Make & Model: _____ Year: _____ Plate #: _____

PET INFORMATION (Limit 2)

Type of Pet: _____ Weight: _____ Breed: _____ Tag#: _____

Type of Pet: _____ Weight: _____ Breed: _____ Tag#: _____

Renter/Tenant states that he/she has received a copy of Rules and Regulations and that he/she has read these documents, understands their content and agrees to abide by all of the conditions and terms therein, and all reasonable future rules and regulations enacted thereafter officially by the Association.

Printed Name: _____ Date: _____

Signature: _____

➤ **Any change in occupancy may not occur without required Board approval.**

Mail Completed Application to: AmeriTech Community Mgmt., Inc. (Attn: Marisol Rodriguez)

24701 US Highway 19N, Suite 102
Clearwater, FL 33763
Phone: 727-726-8000, ext 312
Email: mrodriguez@ameritechmail.com

Association Approval:

Print Name: _____

Signature: _____ Date: _____

CRIME FREE ADDENDUM

EAST LAKE WOODLANDS CONDO VII ASSOCIATION, INC.
AMERI-TECH PROPERTY MANAGEMENT, INC.

In consideration of the execution or renewal of a lease or transfer of ownership of the dwelling unit identified in the lease, or sales agreement. Owner and Resident agree as follows:

Resident, any members of the resident's household or a guest or other persons affiliated with the resident:

The tenant/resident as all times during the tenancy shall: Comply with all obligations imposed upon tenants/residents by applicable provisions of building, housing and health codes.

The tenant/resident shall comply with FS Chapter 83.52. Tenants obligations to maintain dwelling unit.

1. Shall not engage in criminal activity, including drug-related criminal activity, on or near the said premises. "Drug related criminal activity" means the illegal manufacture, sale, distribution, use, or possession with intent to manufacture, sell, distribute, or use and illegal or controlled substance (as defined in Section 102 of the Controlled Substance Act [21 U.S.C. 802]).
2. Shall not engage in any act intended to facilitate criminal activity.
3. Shall not permit the dwelling unit to be used for, or to facilitate criminal activity regardless or whether the individual engaging in such activity is a member of the household or a guest.
4. Shall not engage in the unlawful manufacturing, selling, using, storing, keeping, or giving of an illegal or controlled substance as defined in FS Chapter 893, at any locations, whether on or near the dwelling unit premises.
5. Shall not engage in any illegal activity, including prostitution, criminal street gang activity, threatening or intimidating any person on premises, assault, including but not limited to the unlawful discharge of a weapon, on or near the dwelling unit premises, or any breach of the lease agreement that otherwise jeopardizes the health, safety, and welfare of the landlord, his agent, property management, or other tenant, or involving imminent or actual serious property damage, as defined in FS Chapter 83 and as defined in FS Chapter 893, Title XI, VI, Drug Abuse Prevention and Control.
6. **VIOLATION OF THE ABOVE PROVISIONS SHALL BE A MATERIAL AND IRREPARABLE VIOLATION OF THE LEASE AND GOOD CAUSE FOR IMMEDIATE TERMINATION OF TENANCY.** A single violation of any of the Provisions of this added addendum shall be deemed a serious violation, and a material and irreparable non-compliance. It is understood that a single violation shall be good cause for immediate termination of lease under FS Chapter 83 as provided in Civil Practice and Procedure, Enforcement of Right and duties; civil action. Unless otherwise provided by law proof of violation shall not require a criminal conviction but shall be by a preponderance of the evidence.
7. In case of conflict between the provisions of this addendum and any other provisions of the lease, the provisions of the addendum shall govern.

This ADDENDUM is incorporated into the Lease/Ownership Sales Agreement executed or renewed this (date): _____ between Owner and Resident, Landlord and Tenant, East Lake Woodlands VII Association, Inc. and Resident/Owner.

Signature of Landlord/Owner

Date

Signature of Tenant/Resident

Date

BACKGROUND INFORMATION FORM

Date: _____

I / We _____, prospective tenant(s) / buyer(s) for the property located at _____

Managed By: _____ Owned By: _____

Hereby allow TENANT CHECK and or the property own / manager to inquire into my/ our credit file, criminal, and rental history as well as any other personal record, to obtain information for use in processing of this application. I/we understand that on my/our credit file it will appear the TENANT CHECK has made an inquiry I/we cannot claim any invasion of privacy or any other claim that may arise against TENANT CHECK now or in the future.

PLEASE PRINT CLEARLY

<u>INFORMATION</u>			<u>SPOUSE / ROOMMATE</u>		
SINGLE: _____		MARRIED: _____	SINGLE: _____		MARRIED: _____
SOCIAL SECURITY NUMBER _____			SOCIAL SECURITY NUMBER _____		
FULL NAME _____			FULL NAME _____		
DATE OF BIRTH _____			DATE OF BIRTH _____		
DRIVER LICENSE # _____			DRIVER LICENSE # _____		
CURRENT ADDRESS _____			CURRENT ADDRESS _____		
HOW LONG? _____			HOW LONG? _____		
LANDLORD & PHONE _____			LANDLORD & PHONE _____		
PREVIOUS ADDRESS _____			PREVIOUS ADDRESS _____		
HOW LONG? _____			HOW LONG? _____		
EMPLOYER _____			EMPLOYER _____		
OCCUPATION _____			OCCUPATION _____		
GROSS MONTHLY INCOME _____			GROSS MONTHLY INCOME _____		
LENGTH OF EMPLOYMENT _____			LENGTH OF EMPLOYMENT _____		
WORK PHONE NUMBER _____			WORK PHONE NUMBER _____		
HAVE YOU EVER BEEN ARRESTED?		YES NO	HAVE YOU EVER BEEN ARRESTED?		YES NO
HAVE YOU EVER BEEN EVICTED?		YES NO	HAVE YOU EVER BEEN EVICTED?		YES NO
SIGNATURE: _____			SIGNATURE: _____		
PHONE NUMBER _____			PHONE NUMBER _____		

TENANT CHECK HOURS OF OPERATION:

MONDAY - FRIDAY: 9:00 am - 5:30 pm
 SATURDAY: 11:00 am - 4:00 pm
 All orders received after 5:00 pm (3:30 Sat) will be processed next business day.
TENANT CHECK FAX#: (727) 942-6843

IF THE WRONG SOCIAL SECURITY NUMBER IS SUBMITTED, A SECOND APPLICATION FEE WILL BE CHARGED TO RE-PULL THE REPORT.

Credit reporting service providing credit reports for Realtors/Property Managers/Apartment Complexes/Mobile Home Parks/Condominium Associations/Employers

FEDERAL LAW REQUIRES THE END USER TO MAINTAIN THIS FORM FOR A PERIOD OF FIVE (5) YEARS

EAST LAKE WOODLANDS CONDOMINIUM VII ASSOCIATIONS, INC.

Please return completed form to:

Ameri-Tech Community Management, Inc.

24701 US Hwy 19 N, Suite 102

Clearwater, FL 33763

Email: mrodriguez@ameritechmail.com

Phone: 727-726-8000, Ext 312

HOMEOWNER INFORMATION
EMERGENCY CONTACT INFORMATION FOR OWNER OR TENANT

CONDO VII PROPERTY ADDRESS: _____ UNIT: _____

HOMEOWNER Name(s): _____

Owner Mailing Address: _____

Home/Cell Phone Number: _____ Work Phone: _____

Email: _____

Number of Person(s) Occupying Unit: _____ Adults: _____ Children (inc ages): _____

Number of Vehicles: _____ Make/Year: _____ Model: _____

Number of Pets: _____ Dogs: _____ Cats: _____ Weight for each: _____ Breed(s): _____ Tag#: _____

Nearest Contact (with key): _____ Address: _____

Nearest Relative (in case of emergency): _____ Phone: _____

TENANT(s): _____

Tenant Phone: _____ Work Phone: _____

Tenant Email: _____

Number of Person(s) Occupying Unit: _____ Adults: _____ Children (inc ages): _____

Number of Vehicles: _____ Make/Year: _____ Model: _____

Number of Pets: _____ Dogs: _____ Cats: _____ Weight for each: _____ Breed(s): _____

DO WE HAVE PERMISSION TO INCLUDE YOUR CONTACT INFORMATION IN OUR DIRECTORY? _____

Owner Signature

Date

Co-Owner Signature

Date

Please register on our Official Website for Condo VII at www.elwcondo7.com

Interviewer Check List for New Resident

- _____ Provided Welcome Letter to new resident (F-012)
- _____ Acknowledged a photo ID of resident
- _____ Provided copy of Rules & Regulations (F-001)
- _____ Provided Architectural Design Standards (F-011)
- _____ Provided Pinellas County Emergency Preparedness Document
- _____ Provided copy of the General Information sheet (F-009)
- _____ Provided the Things to Do information (F-010)
- _____ Confirmed pets, how many, what size, what breed, weights of each ___ provided photos
- _____ Verify that all pets have current vaccines
- _____ Advised of Committees available for volunteers; Provided Volunteer Form (F-007)
- _____ Advised of website detail where all forms and documents are available
- _____ Provided Magnet

Interviewer review:

- Why are you moving ? _____
- How many people will be living in the unit ? _____
- When do you need to move in ? _____
- Remind resident of the 15 day approval process. _____
- Confirm rules regarding pets, as clarified by Board. _____
- Advise resident of rules regarding 'short term' lease. _____

COMMENTS: _____

Resident: _____ **Interviewer:** _____

Date of Interview: _____

Retain this copy for the Communications Committee

East Lake Woodlands Condo Association VII

<http://www.elwcondo7.org>

New Resident Information

Date : _____

Name: _____

Address : _____

Mailing Address: _____

Phone Number : _____

Email Address: _____

Pets: Dog Cat Number _____

Owner Renter

Move In Date: _____

If Renter fill in the following information.

Owners Name: _____

Owners Address: _____

Owners Phone Number: _____

Owners Email Address: _____

Interviewers Signature: _____

Retain this copy for the Communications Committee

Eastlake Woodlands
Condominium Unit VII Association, Inc.

Rules and Regulations

Introduction

The purpose of these Rules and Regulations is to establish procedures to assure that residents will be able to enjoy their condominium home and the use of the East Lake Woodlands, Condo VII facilities in a pleasant and harmonious environment.

There are distinct differences from single-family homes and rental complexes versus condominium living. Since numerous residents live in close proximity to each other, it is imperative that residents and their guests adjust to these differences from other life styles and accept new responsibilities.

Each unit owner, tenant, invitee, relative, or guest, hereinafter referred to as "Resident(s)" of the condominium unit, shall be governed by Florida condominium statutes, and by the following Rules and Regulations. In addition, residents are bound to the obligations and duties set forth in the Declaration of Condominium, and any amendments to these documents.

All "Residents" as defined in the following paragraph are expected to become familiar with the Rules and Regulations. The East Lake Woodlands, Condo VII community is comprised of numerous people with various differences in ages, interests, etc. Respecting the rights of others is essential when many people live closely together.

The Rules and Regulations may appear to be lengthy and detailed. However, it is important to read them, as they will be strictly enforced. They are designed to preserve the attractiveness and desirability of East Lake Woodlands, Condo VII. Compliance by all residents will enhance the overall appeal of the community.

The Association and/or the Management Company will be responsible for enforcing these regulations, and it is expected that all owners, residents, guests and visitors will cooperate fully. All residents are encouraged to inform their guests and visitors of these regulations. From time to time it may be desirable to amend these regulations: this will be done only after a proper review and majority vote by the Board of Directors in accordance with the By-laws of the Association. These additional Rules and Regulations shall be as binding as all other Rules and Regulations previously adopted. A copy of the revisions will be provided at time of approval.

Rules Enforcement Policy

Citations, Warnings and Fines

1. Reporting of infractions is to be made in writing, signed and forwarded to the Management Company for investigation and appropriate action.
2. Minor infractions will be brought to the attention of the person or persons involved by the Management Company. Repeated infractions and violations of a more serious nature will be referred to the Board of Directors for action. The Policies and Procedures as outlined in the Compliance Committee Guidelines will be followed.

General

Pursuant to Florida Statutes, the following Rules and Regulations have been duly adopted by the Board of Directors of East Lake Woodlands Condo VII and shall remain in effect until amended in part or replaced by the Board of Directors.

1. All sidewalks, entrances, passageways, vestibules and all of the common elements must not be blocked or used for any purpose other than entry to, and departure from the premises. (This includes but is not limited to, items such as plants and planters).
2. Littering is strictly prohibited. Cigarette butts, candy wrappers, chewing gum, soda cans, etc. are to be disposed of in our trash dumpsters or taken inside your unit for disposal.
3. The personal property of all the residents shall be stored within their personal condominium unit.
4. No toys, shopping carts, potted plants; lawn or other furniture, carriages, bicycles, wagons or similar objects shall be kept on the common elements including halls, walkways, or entrances.
5. Bicycles are to be stored, under each stairwell, bicycle racks are available under each stairwell. Bikes are not to be fastened to the stairwell railings.
6. Lanais should be kept clean and free of clutter and should not be used as storage areas. The lanai must be maintained so that its appearance from the outside appears organized and orderly. No linens, clothes, clothes lines, rugs, mops, or laundry of any kind shall be hung or shaken from any window, door, balcony, or lanai.
7. Only usual and customary window treatments shall be placed over any window. This includes a solid white, off-white, or beige colored window treatment facing the front exterior. No bamboo shades, foil or bed-sheets shall be acceptable.
8. Gas-fired, charcoal, or any fire heated grills are prohibited. The use of any type of outdoor fireplace/fire pit is prohibited as directed by Florida Statute(s) 633.022 and 633.025. UL listed electric grills are permitted and must be stored inside the unit.

9. No flammable or explosive fluids, combustible, chemical or other substance shall be kept in any unit, lanai, or storage area.
10. No unit owner or resident shall make or permit any disturbing noise by himself, family members, employees, agents, visitors, or pets, nor do or permit anything by such persons/ animals that will interfere with the rights, comforts and conveniences of other residents. No radio, stereo, television or other sound amplifier shall be operated in such a manner as to disturb or bother other residents, at any time of the day or night. Moreover, the volume of the aforementioned shall be lowered as of 10:00 p.m. each day.
11. No resident shall play or permit the operation of any musical instrument in a manner that would disturb other residents. No behavior, which is a source of annoyance to the residents or occupants or which use of practice interferes with the peaceful possession or proper use of the condominium property by the residents or occupants shall be permitted.
12. All County, State, and Condominium occupancy provisions must be strictly adhered to regarding the number of occupants per unit. East Lake Woodlands, Condo VII documents limit occupancy to a maximum of six persons per unit.
13. No lanai may be rescreened or enclosed without prior written approval of the Board of Directors. Owner must complete and submit to the Board of Directors the Architectural Review Application. If approved, the enclosure must conform to the style and standards established by the Board of Directors.
14. No awning, canopy, shutters, light fixtures or other projections shall be attached to, or placed upon the outside wall, exterior doors, windows, or roof of any building. In general, door hangings on the interior door is allowed (wreaths, plaques, holiday decorations, etc.). Holiday theme door hangings to be limited to 2 weeks prior and 2 weeks after any holiday. The door hangings must not be offensive to other residents (i.e. political signs, for sale/for rent signs, etc.) and shall be under the discretion and consensus of the Board of Directors. Under no circumstance shall a door hanging be allowed on the outside/storm door.
15. No wind chimes shall be placed on balcony/lanai.
16. The limited common elements shall be kept free and clear of rubbish and other unsightly materials. No resident shall allow anything to fall or be swept from any window, balcony, or lanai onto the limited common elements.
17. Refuse and garbage shall only be deposited in plastic bags tied and bound. Cardboard boxes must be broken down. There is to be no stacking of discarded items by the dumpster, all refuse must be in the dumpster. Our community encourages recycling. Recycled items are to be placed in the appropriate container.
18. No sign, advertisement or other notice (except authorized official association notices) shall be exhibited, affixed, or displayed to any part of the common elements, vehicles or any condominium unit in such a manner as to be visible from the outside of the unit, without the prior written approval of the Board of Directors.
19. No advertisements, notices or circular shall be distributed on the condominium property

without prior written approval of the Board of Directors.

20. No unit owner or resident shall direct, supervise, or in any manner attempt to assert any control over the employees or vendors of the Association.
21. Each residential unit shall be used as dwelling only, except as otherwise expressly provided in the documents.
22. Notice of scheduled meetings of the Board of Directors and schedules of the Agenda of the meetings of the Board of Directors will be posted on the Bulletin Boards at each mailbox cluster.
23. Notice of any other announcements will also be posted on the Bulletin Boards.

Alterations to Units

1. Unit owners are specifically cautioned that their right to make any additions, changes, alternations, or decoration to the exterior appearance of any portion of the building is subject to the provisions of the Declaration of Covenants, Conditions, Restrictions and Board approval.
2. The grass area, plants and trees in front and back of each unit are owned by the Association. Changes or alterations are not permitted to lawns, shrubbery or other established exterior of a building or unit. (This includes, but is not limited to, Association non-approved changes or alterations such as trees, shrubs, or flower plantings, hanging flowers, edging, lights, patios, furniture or birdbaths.) The grass area must be free of all obstacles. This includes edging, lights, flagpoles, and furniture. Planting seasonal flowers around the building (rear or front) is not permitted. The use of flower containers are not permitted around the exterior of the building or any common area.
3. Any proposed addition, change or alteration to the exterior of the building must be presented in writing on the approved "Architectural Approval Request Form" to the Board of Directors for approval, accompanied by written plans or drawings for such work.
4. Unit owners are responsible for any damages to the Common Elements or Limited Common Elements caused by themselves, their family, guests, invitees, and lessees who are on the Condominium Property because of such unit owner.
5. The Statute, which was amended by Chapter 2003-23, Laws of Florida, effective July 1, 2003, allows a unit owner on Armed Forces Day, Memorial Day, Flag Day, Independence Day and Veterans Day to display in a respectful way, portable, removable official flags, not larger than 4 1/2 feet by 6 feet, that represent the United States Army, Navy, Air Force, Marine Corps, or Coast Guard.

Insect Control

Pest control is currently contracted by the Association for the exterior of the buildings based on the premise that the effective treatment to the exterior of the building negates the need for pest control treatment to the interior of the units. Our contractor will service the interior units upon request. Residents can call contractor themselves if they have a bug problem inside their unit. Information is listed on website at www.elwcondo7.com.

Children

Children are permitted to reside in East Lake Woodlands Condo VII. Resident adults are responsible, legally and financially for the actions of their minor children and their children's guests.

Pets

1. An owner may house two (2) household pets in the Unit, to be limited to dogs or cats weighing not more than 20 pounds each at maturity, provided it is not kept, bred or maintained for any commercial purpose, does not become a nuisance or annoyance to neighbor. All pets must be kept on a leash no more than six (6) feet in length at all times when outside the unit. All pets must be walked in accordance with the Rules and Regulations of the Association. A service, support, or therapy dog shall be counted as one pet and may be an exception to this rule if pre-approved by the Board of Directors and has certification by owner's doctor and the dog has a certificate from the dog's veterinarian. Owners are responsible to maintain all pets have current vaccines.
2. Cats shall not be allowed to roam the property unattended. Loose cats are subject to trapping and being turned over to the Humane Society.
3. No exotic pets such as snakes, raccoons, skunks, ferrets, etc. are permitted. This section shall not prohibit the keeping of fish or caged household-type bird(s) in a unit, provided that a bird(s) does not become a nuisance or annoyance to neighbors.
4. Pets are not allowed within the fenced pool area of the condominium property at any time.
5. No animal is allowed to enter the pool water, in order to prevent a direct threat to pool patrons. If a pet enters the pool, and causes a health concern in doing so, the owner may be responsible for all cost related to bringing the pool back to health regulation level.
6. When a pet relieves itself, the pet owners are responsible for the waste material.
7. Any resident who permits their pet to be a continual disturbance to other residents or habitually fails to abide by these Rules and Regulations may be asked to permanently remove such pet from the condominium property.
8. Pets residing in Pinellas County are required to be licensed by the Pinellas County Animal Control center. When outside the condominium unit, pets must be leashed and

must wear the license tag of Pinellas County.

Parked Motor Vehicles

If a “seasonal-use vehicle” is left in an assigned covered carport space, the vehicle may remain as long as the resident owner/ renter desires. The vehicles must have a valid license plate and be registered in at least one (1) of the owner/ occupant names. At all times vehicles shall be parked such that the license tag is visible from the roadway. Backing in is not permitted, even for a short period of time. Backing in causes a security concern. Motor vehicles parked in covered or uncovered spaces cannot be “stored”. Abandoned motor vehicle owners may be fined by the Association if such a reality occurs and /or the motor vehicle may be towed without notice immediately on discovery by the Association.

Vehicles and Parking

- 1. Each condominium unit is assigned the exclusive use of one parking space.**
- 2. Any vehicle improperly parked or parked in another unit’s space may be towed without notice, at the expense of the owner. Other cases of improperly parked vehicles are: fire zones, street parking, grass parking, and are subject to immediate towing by the Association. Restricted parking areas are identified near the dumpsters and the car wash.**
- 3. No commercial vehicle shall be left, stored or parked overnight on the condominium property. A commercial vehicle is a car, van, or truck with any commercial sign painted or otherwise affixed to the vehicle, and/or having visible work equipment such as racks, ladders, pails, etc.**
- 4. No recreational vehicle, car, or trailer shall be parked at any location on the property.**
- 5. Vehicle speeds should not exceed 15 miles per hour in the condominium area.**
- 6. No vehicle repairs shall be made on the condominium property.**
- 7. Damage to parking areas by oil, transmission leaks or anti-freeze leaks, or structural damage to carport by cars parked by owners, renters, overnight guests or visitors is the responsibility of the unit owner.**
- 8. The car wash is for residents only. Cars may be washed in the area at the end of the pool. Car washing is restricted to days and times permitted by the Pinellas County Water Authority. A hose is supplied by the association.**

Recreation Area (POOL)

- 1. The hours of admittance shall be from dawn to dusk.**
- 2. Sanitary provisions shall be in accordance with the regulations adopted by the Association and are posted in the pool area.**
- 3. Rules of the Pool are: No Diving- No Pets-No Glass-No Running or Horseplay-No Loud Radios-No Intoxicated Persons.**
- 4. Smoking allowed ONLY in designated area.**
- 5. The Association reserves the right to limit the number of guests as may be necessary.**
- 6. The facilities are for the exclusive use of unit owners, their approved renters, and guests.**
- 7. Use of the pool at East Lake Woodlands, Condo VII is at the sole risk of the user, and owner. East Lake Woodlands, Condo VII assumes NO LIABILITY for the use or misuse thereof.**
- 8. All persons utilizing the facilities at the pool shall observe posted rules at all times. Adult condominium residents shall be held responsible for the behavior, actions and/or damages by guests and minor family members.**
- 9. All children under the age of 12 within the pool area must be under the direct supervision of a custodial parent and/or the unit owner or tenant, of whom they are guests. The pool is unsupervised and no lifeguard is employed by the Association.**
- 10. Babies (under the age of 3) must wear swim diapers in the pool. (Commercial swim diapers or diapers with rubber pants). In the event of a fecal accident, the pool will be closed in accordance with the Florida Dept of Health guidelines. The owner will be responsible for additional incurred cost of sanitation, if required.**
- 11. No animal is allowed in the pool at any time. If an animal does go into the pool, the pool must be cleaned and sanitized in accordance with Florida Health Dept. The owner will be responsible for any incurred cost of sanitation.**
- 12. Persons under the influence of alcohol or a controlled substance are not permitted in the recreation area.**
- 13. Pool and patio furniture shall not be removed from the recreation area. Close the table umbrellas before you leave the pool area and return pool toys to the storage container.**
- 14. All trash must be placed in the garbage cans provided.**
- 15. Use of the recreation area at East Lake Woodlands Condo VII is a privilege and is conditional on the observance of the Rules and Regulations established. Persons failing to abide by these Rules and Regulations shall be subject to such penalties as may be deemed advisable by the Board of Directors, but not limited to temporary or permanent suspension of rights of usage.**
- 16. Pool keys and bathroom keys are furnished as part of your privileges of the pool area. Be sure that you are given keys prior to move-in. Lost or misplaced keys may be replaced by**

the Management Company. Pool keys are \$25.00.

NOTE: The homeowner, family members or guests will be responsible for any cost incurred to the Association as a result of damages, repairs, sanitation concerns, etc. created by the homeowner, family members or guests to the pool area.

Pods/Moving Vans

Moving from one location to another is difficult and time consuming. While some residents utilize a moving company, others prefer to either use a rental truck or utilize PODS. The use of rental trucks and PODS generally require the vehicle or POD to be stored near the unit. The Association's policy governing temporary parking of rental trucks or storage PODS considers these needs as well as the well being of the community.

Rental Vans: Except while loading and unloading near the destination, no vehicle or trailer shall obstruct traffic or access to or from an assigned space. No rental vans shall be parked under the canopy at any time. Rental vans may be left in an unassigned parking space for a period not to exceed 24 hours. Please contact your Property Manager one week in advance for available and acceptable locations. The unit owner is responsible for any damages caused to the common element by his/her agents, tenants, guests or contractors.

PODS: The placement of PODS shall be limited to unassigned parking spaces only. Under no circumstances shall they be placed under the canopy, lawn or other area, including the owner's assigned space. Temporary placement shall not exceed 72 hours. In the event more time is required, it will be your responsibility to store it elsewhere. Please contact your Property Manager one week in advance for available and acceptable locations.

Condominium Governing Rules

1. Official records for East Lake Condo VII are maintained at the Offices of the management company. Appointments may be made to review records with supervision.
2. Official notices of Board of Directors meetings and any other required posting of notices will be posted on the bulletin boards located at the mailbox clusters.
3. All unit owners/tenants are invited to attend Board of Directors meetings. ½ hour will be scheduled before each board meeting for unit owners/tenants to offer comments, ask questions, or discuss concerns with the Board of Directors. Unit owners/residents will be limited to speak during the meetings. Unit owners wanting to speak on an agenda item must sign in prior to the beginning of the meeting. The Board of Directors reserves the right to limit discussion of agenda items to one minute per unit owner.

Rentals, Leases and Sales

Prior to renting, leasing or selling, the owner is required to submit an application to the Board of Directors. No rentals/leases will be permitted prior to 12 months of ownership of Unit.

NOTE: Under no circumstances will any Unit in ELW Condo VII be used as a vacation rental (i.e. AirB&B, VRBO, HomeAway, etc.) or Time Share facility.

The application packet for new ownership includes:

1. Copy of Sales Agreement
2. Copy of Background/Credit Report Contact Information Sheet
3. Copy of Association rules and regulations
4. Signature receipt and agreement of current copy of rules and regulations
5. Signed and returned crime free Addendum
6. Signed and returned copy of New Owner Application

The application packet for leasing a unit includes:

1. Rental application
2. Copy of Background/Credit Report Signed copy of lease
3. Copy of Association rules and regulations
4. Signature receipt and agreement of current copy of rules and regulations
5. Signed and returned crime free Addendum Signed copy of BOD approval of occupancy

An application fee is required at the time of application. **NO APPLICATION WILL BE PROCESSED WITHOUT THE APPROPRIATE FEE AND NECESSARY PAPERWORK.**

1. Any unit owner who allows a tenant to reside in their unit without first complying with the required application and approval process will be in violation of the Declaration and subject to remedy-this will include legal action and eviction.
2. Additional description of the right and obligation of unit owners and Association in regard to leases and sales of these condominium units is contained in the Declaration of Condominium and By-Laws of East Lake Woodlands, Condo VII.
3. No rental agreement will be allowed or approved by the Board prior to 12 months of ownership by owner.
4. Applications as well as Rules and Regulations may be obtained through the Association's Management Company or the website.
5. The Board of Directors shall act within fifteen (15) working days to approve or disapprove the proposed rental, lease, or sale. No application for lease for less than six (6) months shall be considered.
6. The application fee for transfer of ownership or lease is \$100.00

Delinquency Procedures

All delinquency notices are sent starting on the 16th of any given month. This notice is advising the homeowner that we have not received their assessment and ask they send it promptly. Should a homeowner fail to pay after receiving the friendly reminder and they are now 2 months delinquent in payment, a Demand Letter of Notice of Intent to Lien is sent to them via certified mail and regular first class mail to all known addresses.

After the statutory time has expired, whether it is 30 or 45 days and no payment has been received, the files are copied with all appropriate documentation and forwarded to the Associations' attorney to file a lien against the property. Once a file is at the attorney's office we stop all communication with the homeowner pursuant to the attorneys' instructions. Recommendations as whether or not to foreclose on any given property come from the Associations' attorney. Foreclosures are usually completed within 8-9 months.

Hurricane Shutter Policy

Your Association has adopted the following policy governing the installation of Hurricane Shutters pursuant to Chapter 718.113 (5), Florida Statutes. The intent of this policy is to afford those who wish to install Hurricane Shutters the ability to do so while assuring uniformity and consistency throughout the community.

COLOR- Shutter/non shutter protection shall be an off-white color selection, no darker than the exterior color of the building. All installations must have prior approval from the Board of Directors.

CLOSING Shutters/non-shutters: After a named hurricane is imminent in Pinellas County, installed shutters shall not be closed more than three (3) days prior to local area announced hurricane landfall.

OPENING Shutters/non-shutters: Once local media reports that a hurricane has vacated the area, shutters/storm panels, etc. shall be rolled up, opened or removed within three (3) days of the hurricane's exit.

POLICY: This policy is intended to provide guidelines for a unit owner's decision on hurricane protection. To prevent permanent damage to buildings, installation of all shutter/panel protection must be installed by manufacturer's representative, local distributor, or licensed contractor and must have prior Board approval. Exterior building walls and window framing must be kept sealed/ watertight. Interior unit installations are at the owner's option. Once the installation is complete, the owner shall notify the Association for an inspection.

OTHER TYPES OF PROTECTION: In the event you choose another form of protection, please be advised the owner is responsible for any damage to the common elements such as holes in the exterior surface of the building.

Note

Beginning April 2002 the Association will assess a \$20.00 late fee for monthly fees received after the fifteenth (15th) of the month. Please be advised "received" does not mean postmarked or the date on the check or money order. Please allow ample time for the holidays and weekends that may hamper the day payment is received. The Association encourages "Direct Deposit" to assure timely receipt of maintenance fees. A 15% annual interest (1.25% monthly) rate will be charged to delinquent accounts.

Eastlake Woodlands Condo 7

Pool Rules

1. There is no lifeguard on duty, swim at your own risk.
2. Pool hours are dawn to dusk.
3. No diapers in the pool. Children not toilet trained must wear approved waterproof pants over diapers. Disposable diapers are not allowed. Swim diapers only.
4. No loud radios. Earphones are recommended.
5. Children under 12 may not swim or use the pool areas unless accompanied and supervised by an adult.
6. Intoxicated persons or persons under the influence of a controlled substance are not permitted in the pool area.
7. Please place trash in the garbage cans provided.



8. Please use shower located in bathhouse before entering the pool. Suntan lotion and sand must be removed before entering the pool.
9. Lounge chairs, chairs, tables, swim toys or umbrellas are not to be removed from the pool area.
10. Running, horseplay, climbing, ball or Frisbee playing or other noisy activities are not permitted in or near pool area. Parents are responsible for the behavior of their children.
11. Glassware is not permitted in or near the pool area, only non-breakable plastic containers. (State Law).
12. Pets are not permitted in pool area, even if carried.
13. Please return all pool toys to the storage container.
14. Smoking only allowed in designated area.
15. Close umbrellas before leaving the pool area.