

Countryside Condominium Association, Inc.  
7610 Stirling Road Clubhouse

**REQUIREMENTS FOR SALE/LEASE OF CONDOMINIUM UNIT & RULES & REGULATIONS**

- 1) \$150.00 Application Screening Fee (money order or cashier's check) per adult over 18 years old, made payable to Elite Management Associates, Inc.
- 2) The application package must be complete upon submission. Incomplete applications will not be processed until all items required have been received. The process may take up to thirty (30) days to complete so please allow enough time for the screening to be conducted prior to your closing date.
- 3) No application will be considered if the unit owner is delinquent in any monies owed to the condominium association.
- 4) Upon verification of all materials submitted, a personal interview with the screening committee representing the association will be scheduled. The applicants) will be notified of the screening date, time, and place. The applicant(s) must become familiar with the association's rules and by-laws. Prospective buyers should obtain a copy of the by-laws from the owner of the property.
- 5) All new owners must occupy the unit for two (2) years/24 months before any approval to lease their unit is granted. Lease terms are 12 months.

Application is to be made online at [www.myusaservices.com](http://www.myusaservices.com)

All questions or requests regarding concerns, complaints, office inquiries, etc. must be made through USA MANAGEMENT

Please do not contact any Board members or accountant directly. If you have any questions or concerns, please give the Association a chance to respond to and take care of the situation first. We appreciate all residents and would like to keep our maintenance fees as low as possible but, if a resident makes complaints then, The Florida Department Of Business & Professional Regulations may issue Countryside a \$5,000.00 fine per each complaint, the Accountant will charge us for each request as this affects the entire community. After this happens a few times, the maintenance fees will unfortunately have to be raised and/or you may receive a huge Assessment and many residents will suffer. Please keep in mind that, Countryside is a low income community and we would like to keep our Maintenance fees as low as possible, which benefits all of us.

Maintenance must be sent to the address listed below and to the order of Countryside Condominium Association, Inc., include Unit # on check. Any payments received after the 10th will incur a \$25 late fee. At any time, any of these are subject to change. It is your responsibility to find out so, you do not receive a late fee.

USA MANAGEMENT  
% COUNTRYSIDE CONDOMINIUM  
9000 Sheridan St #166  
Pembroke Pines, FL 33025

Payments are NOT available on site or online.

5). The Town Of Davie Mandates their Noise Ordinance Law. The walls of your unit are the same walls of your Neighbors. Please be respectful and considerate to all of your neighbors and you will receive the same in return. Your Family, Guest, Friends and Pets are your responsibility so, please inform them of the Rules or you will receive a Hefty Violation from the

Police and from the Association. Music is nice but, keep your doors and windows closed since, not everyone wants to hear your style music. If your neighbor is being too loud, kindly knock on their door and ask them to please lower their music or etc. If this fails then, try again with a witness and ask kindly again. If this fails then, notify your local police department and you may remain anonymous.

#### 6). RESTRICTIONS ON SALES, TRANSFERS AND LEASING OF UNITS

In order to maintain a community of congenial residents who are financially responsible, rule abiding and thus protect the value of the condominium property and units, the transfer of units by an owner shall be subject to certain restrictions as set forth in Article XIV, Section 1-4 of the Declarations, together with these adopted procedures by the Board of Directors, at a duly called meeting.

A). Any owner wishing to sell or lease a unit must first send a written notice of intent, by US mail to:

USA MANAGEMENT  
% COUNTRYSIDE CONDOMINIUM  
9000 Sheridan St #166  
Pembroke Pines, FL 33025

usaservices@gmail.com

B). Upon receiving written notice of intent, the Association will mail or email back, an application for selling or leasing a unit. to the owner or an agent of the owner, if requested in writing.

1). Fully read, complete and sign the Background Approval Form, the Entire Screening Package and the Rules & Regulations Highlights.

C). The fully completed application package shall be filled out online and include;

1). Two (2) Personal Letters of Reference.

2). Two (2) Business Letters of References (One Employment and One from your Banking Institution.

3). A Completed, Clear and Legible Copy of the Sale or Lease Agreement.

4). Application Fee of One Hundred Dollars (\$150.00) MONEY ORDER ONLY;which is non-refundable per person. This includes: Husband, Wife, Significant other, Cousin, Friend and : Immediate Family Member; Mother, Father, Brother, Sister, Grand Parents or your children. Applicant must present proof of relationship, at the time of screening or they will not be able to move in. If married and your using a different last name then, an extra charge applies. Unit cannot be sublet without screening and authorization from the Association.

D). All Money Orders for screening, make payable to: Countryside Condominium Association  
All Money Orders for transfers, make payable to: Countryside Condominium Association.

E). Application packages that are submitted incomplete will delay your move-in date.

F). If owner is delinquent in monies owed to the Association, application will be returned and/or denied until, all delinquent owed monies are Paid In Full then and only then, will we accept and/or continue processing your application.

G). Upon receiving a fully completed application and money order, the Association will schedule a personal interview and screening within 15 working days from postmark of completed application.

I). Applicant, Buyer, Seller or Lessee is responsible to notify and provide Broker, Realtor or Title Co. With a Sealed Certificate of Approval, after the screening is completed, if requested or needed for the closing or leasing.

H). Owner must provide to the Buyer or Lessee, the Association's Official Mailing address for communications between all parties involved in the closing or leasing, keys to the front door, mail box, pool restrooms, Laundry card, and a copy of the By-Laws and Declarations, so that He/She/They may read and become familiar with the Rules. Applicants) MUST bring By-Laws and Declarations to Screening.

I). All leases shall have a duration of one year and NOT less, than one year. If lease is terminated or filed lease. Your lease MUST have a clause informing the renter (s) that, this lease is breakable and will be null and void if renter(s) are in any violation of the Condominium Rules and Regulations.

J). Family members, friends or anyone visiting a unit, will be allowed to stay for a short period of (4) four weeks maximum per year. for the same person(s), after which must be screen or depart. They are your responsibility and failure to follow the Rules and Regulations will result in a Violation Warning and a fine, as per Florida Statutes.

1a. It is understood by the new owner the he, she or they, MUST own, live in/occupy said unit for two (2) years or twenty four (24) months before any approval to lease said unit can be granted. If you do not follow these Rules and Regulations, you will be in violation and will not be allowed to lease out your unit.

1b. This is a limited controlled rental community. An Amendment to the Declaration of Condominiums was filed and recorded in Broward County, that allows renting/leasing in Countryside. As previously stated, all residents of Countryside Condominiums (including owners and residents) MUST go through the approval process to be considered legal within this screening community, without exception.

1c. This is an Owner Occupied Community. Anyone deemed to be renting/leasing a unit illegally WILL be subject to a Legal Action immediately, which can and/or will result in eviction of the tenant, Fines and/or Legal fees to be paid by the Owner, deemed to the unit.

7). All Renters, Family Members, Friends or Guests that you allow to move in, MUST be Screened and Approved before they can move in. Failure to do so, will result in a fine of up to \$1,000 as per Florida Statutes.

A. If a Family Member, Friend or Guest is staying with you for more than a week then, you MUST email The Property Manager for a guest pass with ALL of their Personal Information: Full Name, Present Address, Phone Number, Date of Birth, Vehicle Make, Model Color and Tag. We contracted a Towing Company and we need to report their information and vehicle so, they do not get towed. The Association May deny a Renter based on these provisions: Unit Owner Must be Paid in Full on All of their Updated Maintenance Fees, Fines and Account, must not have pending violation fees or if a renter was evicted or broke their past lease early. You may not rent out your until after the original lease date is expired. We keep a copy of all leases, of all of our residents and our system will show us when your allowed to present to the Association, a new tenant/renter. All rental agreements, may not be less than 11 year. Failure to do so. will result in a fine of up to \$1.000 as per Florida Statutes.

8). Parking Space: is Assigned and You will only have one parking space per unit. If you have more than one vehicle then, you must park in a guest spot. (Guest park in front of the fence). Please share this information with ALL of your Family Members. Friends and/or Guest.

A. There is NO trading spaces with anyone at any time unless, you request an appointment with the Board to hear your request and it gets approved first. Please keep this approval request in writing and keep for your records.

B. NO: Marked "For Sale", Deemed Commercial by Hollywood/Davie City Code Enforcement, Dual Wheels, 6 Wheel, Over 3 Ton Vehicles, Vehicles with Exposed Trailer Hitches, Ladders/ Work Equipment Exposed, Vehicles should Not exceed 18 feet in Length, Boats, Trailers, Vehicle Repairs or Any Vehicles with Advertising are allowed on the common law areas or on the premises.

C. NO Expired Tags, Flat Tires, Inoperable Condition/Abandoned Cars, Fire Lane parking, Washing any vehicles or all of the above is considered a Violation and these vehicles will be Towed at the owners expense.

D. Parking Lots is not a playground and children are not allowed to play, ride bikes, scooters or etc. In front and on the side of our Community, there are side walks located off of the property for your convenience. It's up to you, if you want your children to utilize it or not. Children should never be playing in our common law areas, unattended. A parent or guardian should always be supervising their children. Many accidents do occur and the Association is not responsible. Play at your own risk.

9). Pets: ALL pets MUST be Approved by the Board first, before you are allowed to have them on the property. Please refer to the Rules and Regulations regarding pets.

#### Pet Rules & Regulations

Note: Authorization to make rules regarding pets is given to the Board of Directors aka BOD's, at their sole discretion and by an Amendment to the DOC's. Said Amendment gives the BOD's the right to determine whether or not, pets shall be permitted and if so, the terms and conditions that shall apply. The Board reserves the right to issue, deny or revoke any pet permits, at any time for any reason. By-Laws ArticleVIII, Section E. is Amended to read as follows:

"The maintenance, keeping, breeding, boarding and/or raising of animals, livestock or poultry of any kind, regardless of number, shall be and is hereby prohibited within any unit or upon the Common Elements, except that this shall not prohibit the keeping of one small orderly dog weighing 20 lbs. or less, which must be registered with the association with proof of shots, or two in-door cats or two in-door caged birds or one small fish aquarium, 20 gallons or less, with insurance for upstairs use. All pets must be Approved by the BOD or the Screening Committee."

#### BY ORDER OF THE BOARD OF DIRECTORS OF COUNTRYSIDE

Pets MUST be walked on a Leash. Off the Property and Especially Away from the Common Law Areas.

Walk threw the parking lor so, that there are no accidents and no complaints by other unit owners. You

MUST carry a Poopie Bag and MUST pick up after your pet. No pets in the fenced in Pool area or inside

the pool. Failure to do so, will result in « fine of up to \$7,000 as per Florida Statutes.

\*The only pets permitted inside your unit at Countryside. under the following strictly enforced terms and conditions are:

1 Small orderly inside Dog or 1 Small orderly inside Cat, weighing 20 lbs or less or 2 Caged inside Small Birds (No Large Birds), 1 Small Aquarium 20 gallons or less (If you live on the 2" Floor, you MUST provide Countryside Association with a Copy Of Your Homeowners Insurance with Proof that, your Aquarium is 100% Covered).

Dog or cat owners and their family members are prohibited from walking their pets on COUNTRYSIDE grass, common areas or on the property, other than coming and going to and from authorized walking areas.

A pooper scooper or plastic waste bag must be clearly visible on the pet's leash or walker's person. Pet owners are required to scoop up after their pets, at all times. Walking a pet on the property without waste collection materials will be subject to fines and possible revocation of permission to own a pet at COUNTRYSIDE. Cat litter must be discarded in sealed or securely tied or knotted plastic bags; Discarding of cat litter in toilets is strictly prohibited;

Nuisance pet noise, i.e. dog barking, birds squawking, cats outside meowing, shall not be tolerated. Dog owners shall be required to use a barking prevention device, birds are to be kept

**NO EXOTIC PETS SUCH AS SNAKES, IGUANAS, LIZARDS, FERRETS. RABBITS OR ETC.**

Guests of unit owners who brings a pet on COUNTRYSIDE property are subject to the same terms and conditions as COUNTRYSIDE residents. Resident's shall be responsible for their guest's pet, as if they were their own. Guest's are only allowed to bring a small orderly pet weighing 20 lbs or less. Violators of any of the foregoing pet rules and regulations, shall be issued a written violation notice. Except where otherwise stated, in the event of a second violation, pet owners shall be required to appear before the Grievance Committee and shall be subject to the maximum fine pursuant to Florida Law and revocation of permission to have a pet at COUNTRYSIDE. Failure to appear at a Grievance Committee hearing shall result in an automatic revocation of the pet permit and revocation of the unit owner's permission to have a pet at COUNTRYSIDE for no less than one (1) year or longer at the sole discretion of the BOD and a fine.

Unit owners who fail to pay duly levied fines to the Association past ninety (90) days automatically lose access to and usage of all amenities, pursuant to Florida law.

Pets are not to be housed, caged, stored or left alone in your Balcony or outside of your unit. You may sit in your balcony with your pet but, please keep your pet under control and quiet since, there is a Noise Ordinance Law Imposed by the Police Department. If you are in Violation of any of the above, you will receive a violation from the Police, Animal Control and the Association will fine you up to \$1,000 as per Florida Statutes.

I have read and understand all paragraphs stated above and agree to abide by these terms and conditions, unconditionally. I agree to abide by any and all penalties that may be duly levied upon me for the violation of any and all of the terms and conditions above. I agree to make every effort to keep my pet from becoming a nuisance to my neighbors and to insure my pet's waste in the manner expressly stated herein.

10). Pool & Barbecue Hours: 9 am-10 pm. You will need a key for the restrooms. All Guests & Children. under 15 years of age MUST be accompanied by a Unit Owner or Approved Older Resident.

A. NO Barbeques are allowed inside Patios or near the Buildings. Town of Davie has Compliance

Codes that, we MUST abide by or we can receive a Citation and if we receive a Citation because of your negligence then, you will receive a Violation Fine by the Association and this will be placed on your account since, you are responsible to pay this Citation.

B. NO Lifeguards on Duty. We are NOT Responsible for Any Accidents. All Residents and their guests are entering the pool area at their own risk. This means that Countryside is not responsible for any accidents, illnesses, skin infections or anything that happens with-in the fenced in pool area.

C. Pool Rules;

Bathe & Swim at Your Own Risk.

Bathers with long hair, Must wear a cap.

Shower & Remove Suntan Oil Before Entering Pool.

No person with Colds, Skin Disease, Bleeding (open wounds) & etc., Not Permitted in pool.

Children Under 15 years of age, May Not Enter the pool fenced in area with out a Unit Owner or Approved Parent and must have an identification available, at all times.

No Children with Diapers.

No Glass, Bottles or Food.

No Floats & No Diving Allowed.

No Running Around Pool Deck.

No Peis Allowed in Pool Area.

ALL Visitors MUST be Accompanied By the Unit Owner.

\*These Rules are Imposed for Safety Purposes. If you see anyone not following the rules, please report it.

11). Trash is Scheduled for pick up on Mondays and Thursdays.

A. Any materials left over from Remodeling, Repairing, Old Appliances or etc., MUST be taken away by your Contractor or yourself. As you are just moving in, you will have boxes and cartons to be discarded. We ask that you break down and flatten all of your boxes or cartons so, they take up as little space in the dumpster as possible. Please make sure the dumpster lid is closed. Waste Management (Trash Company) will not pick up anything that is not approved to be inside the Dumpster and they will not take the Full Dumpster if there is any garbage bags, furniture or misc., in front of the Dumpsters. Nothing is to be placed on the ground.

B. No Dumping Furniture, Building Materials Left Overs, Remodeling Tearouts, Demolition Contractor Garbage Bags, Paints, Adhesive Empty Cans, Old Carpet, Laminate Flooring, Padding, Remnants, Wires, Satellite Dishes, Electronics, Appliances, Chemicals, Vehicle Batteries, Vehicle Repair Parts and anything else of that nature.

C. All of the above is considered Illegal Dumping and will not be Allowed in the Dumpsters. You are Liable for ALL of your Family Members, Friends, guests, Handymen, Contractors and etc. who might use our Property Dumpsters. You MUST Dispose of Everything Off the Property and you NEED to make arrangements to have the above mentioned removed accordingly, without using the condo Dumpsters. If you need Assistance in getting rid of any of the above mentioned,

D. the Board will help locate several services or Individuals that Would Haul your trash for a fee. We need your cooperation so, we Do Not Inquire Extra Trash Removal Fees, Cleanup Spillage Fees and we may Maintain a Clean and Healthy Environment. This will keep our Property Values from Depreciating and Keep our Maintenance Fees from Raising. If the Dumpster nearest you is Full, We have other Dumpsters located on both sides of the Buildings through

out the Community. You may use them. Please make sure the Dumpster Lid Closes all the way or the Waste Management, will not remove our garbage.

F. Children must be accompanied by a Parent or an Association Approved Legal Guardian and are not allowed to throw the garbage away alone. They can not reach the Dumpster Lid or they do not want to touch the Dumpster and they leave the trash on the floor in front of the dumpster. If any of the above occurs, the Association will Administer Damage, Neglect, Endangerment, Haul, Cleanup, Misc. or whichever fees may apply, per violation. All Violators will be Penalized By this Statue with a Fine which is: \$1000.00 per each Violation.

G. Recycling: The Recycling Bins are located on the ground floor. Next to the Grabage Dumpsters in front of Each Building. One (1) of The Bins are for Newspapers and the Second (2) Bin is for Plastic and Cans. Please place your items in the Appropriate Bins. No children under 15 years of age is allowed to place anything inside bins, without a Parent being Present. If you see anyone doing any of the above, please report it.

12).Laundry Room Hours: 9 am-10pm, Monday -Sunday. Please turn OFF the light when you leave and keep the door closed at all times.

A. The Washer/Dryer Machines are located in the Center of Every Building on the Second Floor. They are independently Owned by AAXON and they have their phone number posted in each laundry room. If the machine happens to break or takes your money, call them direct and make sure you write down the machine number that is posted on each machine so, they know which machine may be broken. After this has happened 3 times, please email or mail a letter to the Property Manager with this information so we can request from AAXON direct, to send a technician.

B. Children younger than 15 years of age are Not Allowed to be inside the Laundry Room alone. If you see anyone, please report it. Please keep track of your laundry completion time. If your machine is completed with its cycle, a resident who may be waiting may remove it out of the machine and place it on top of the dusty or dirty machine or someone might sical your clothes so, We appreciate you not forgetting or abandoning your laundry.

C. You May NOT install a Washer or a Dryer inside your Unit. These Buildings are not equipted with the Required Plumbing Components to handle any extra unapproved machines. If you are a Handicapped person and have been approved by the Florida State Statutes as a permanent handicapped/disabled person then you may request a meeting with the Board to request special assistance or special accommodations with a Washer/Dryer. If you see anyone with a washer/dryer inside their unit, please report it.

D. You may not hang your laundry to dry in the balconies. If you are found in Violation of any of the above mentioned, All Violators will be Penalized with a Fine which is: up to \$1,000 .

13). Repairs To Unit: You MUST keep up with your Condo's upkeeps. Such as but, not limited to; Dripping faucets, Running water being wasted, Toilets running water, your Balcony Screens, your Front Screen Door and etc. You must be attentive, turn your water completely off when your not using it, fix these leaks and try to prevent any of these losses and problems as this can cause our maintenance fees to be increased. Please speak with your renters and make them aware of these problems. Explain that, if the maintenance fees become increased, then you will definitely be increasing the rent for the next lease and if they enjoy living here then, they should make an effort to keep costs low. It is in everyones best interests.

A. You have a screen in your balcony. You may Not use your balcony as a storage unit, have it full

of toys, hang up sheets or clothing, cover the Balcony with wood panels or anything else Inappropriate or hazardous. You may only have patio furniture in your Balcony. You may install Blinds or Appropriate window coverings. If you or your neighbor leaves their screen door wide open, please advise each other so, there are no foreseen accidents. Please keep in mind, you are living in a Community where you might be living across from your surrounding neighbors Balconies so, please be conscience to what you place inside your balcony. No one wants to see undergarments or filth in a neighbors balcony. If you receive a warning letter or a letter of Compliance, you may hire your own handyman to repair it but, if you do not rectify this or repair the screen within the 10 day allowed time from the date on the letter then, the Association will send a maintenance person to repair it and you will be charged a minimal fee of \$75.00, depending on the job. Failure to do so, will result in a fine of up to \$1,000 as per Florida Statutes.

B. Should you decide to replace tile, carpet or have work done on your unit, please be considerate and follow these simple requirements.

C. Architectural Modification Form Must be Filed, Emailed or Mailed and you MUST request a meeting to present your Interior or Exterior Remodeling Requests and it MUST be Approved, Before you make any changes to your Unit. You MUST attach Application Form, Drawings, Measurements, Itemized Materials being used, Samples and other required documents. Permits may be required threw the Town of Davie and you will need to present all of the above documents, showing it was approved by the board to begin the Town of Davie Code Enforcements process for your request. The Architectural Modification Form can be downloaded at [www.myusaservices.com](http://www.myusaservices.com)

D. You Must install APPROVED Premium Sound Proof Underlayment/Corking. Under Carpet, Wood, Laminate, Tile and etc., Under ALL Flooring. THIS IS MANDATORY. Living in a Condo is not like living in a house. Every single noise, Echos throughout Building and all outside noises Amplifies through out the community so, please be noise conscience and respectful to your neighbors and to our community.

E. No Repairs before 8:30 am and after 6pm for any repairs that cause noise. Absolutely no repairs that interfere with the peaceful use and enjoyment of your neighbors that, may be made on a Sunday. Any damage to the common areas by a hired licensed and insured contractor, family member, friend, guest, renter or yourself, Must be restored to its original state prior to the contractor, family member, friend, guest, renter or yourself, exiting the community. Failure to restore any damage will result in a Restoration Charge against you, the owner, by the Association and any/all Violations and fines pertaining.

F. Failure to to apply for soundproofing via ARCH Form and to provide proof of said soundproofing WILL require the Owner/Resident to Remove all tile/carpet or etc., at the Owners/Renters expense. You will then be required to re-apply for tile/carpet or etc., authorization via ARCH Form the required process. If this is not followed Exactly as described above in these guidelines by you and your licensed and Insured Contractor, Fines will be administered/levied for failure to follow this process and these Rules.

G. Roof Access is to be requested and no one is allowed up on the roof without prior authorization. Only licensed and insured contractors are allowed to conduct any repairs on the roof and must be accompanied by one of the Approved Members of the Association. Any roof access MUST be scheduled with Management, and the form must be filled out online by your vendor who plans to access the roof. The online form is at [www.myusaservices.com](http://www.myusaservices.com)

14). Exterior Insurance: is included in your monthly Maintenance fees. If your monthly Maintenance fees are in Delinquency then, you will not be covered. It is in your best interest



not, to be late with Any of your Fees. The Associations Exterior Insurance covers: the Exterior of All the Buildings, the Common Areas, the Parking Areas and the Remaining of the Entire Property.

A. All Owners should purchase Home Owners Insurance for all of your interior personal belongings. If you become a victim of a robbery then, you can feel comfortable that, you are covered.

B. Renters should Ask your Landlord if they have Renters Insurance or if they have an Appliance Contract on the Appliances in the unit and to give you a copy for your records.

C. If you cause water or any damages, if a hot water tank, air conditioner, refrigerator or etc., breaks or leaks and it causes water damage or any damages then, you are responsible to cover all the damages for your neighbors and for yourself. It is in your best interest to purchase Homeowners Insurance.

D. If you decide you are going to refuse to repair or pay to get your neighbors damages repaired or you do not rectify this situation then, you will be in Violation with the Association and we will submit this to our Attorneys. After this, it is out of our control and You will receive Attorneys Fees, Possible Court Costs, Filing Paperwork Fees, Repair Fees, Association Violation Fees and Misc., Fees.

15). Gardening in front of your door area, is always welcomed and appreciated by all. Planting flowers and plants will raise the value of our homes. Taking care of your garden is very important and since, you planted them, you are responsible for them. If you do not upkeep your garden and if we have to hire someone to cut back your garden then, you will receive a fine. All gardening must be approved by the Board Before you begin. The reason for this is that, most people don't realize certain plants and trees grow huge roots, bushes, vines and often grow out of control. This causes problems for our underground plumbing and pipes. The roots grow, crack the pipes, causes severe damages, severe plumbing leaks and costs are expensive to repair. Please follow the Rules and Regulations for everyones sake.

16). Clubhouse may be Rented by our Residents Only for an Exclusive Party, Birthday parties, Baby Showers and etc. Clubhouse Hours: 9am-10pm, Monday through Sunday. You must give the Association a \$100.00 Renter's Damage Deposit and the Exclusive Rental and Handling Fee is only \$50.00. You must keep the clubhouse clean and you are responsible for all of your guests so, please inform them of the Rules.

17). Buyers, Sellers and Renters Must Give or Receive a Condo Door Key, Mail Box Key, Pool and/or Bathroom Key, Laundry card, and a Copy of the By-Laws, Declarations, Addendums and anything else that pertains to your new residence. Please learn and become familiar with the By-Laws, Addendums and all of the Rules, for your own benefit. If you do not have a copy of the By-Laws, you may request to have one emailed to you for a small fee of \$75.00.

18). Move-in Day: You may Not Block Any Cars, Fire Lanes, Entrance or Exit Lanes. Move-In Times are 9am-6pm Only, Monday through Sunday. All move in supplies and or materials Must be moved off the Property by the Unit owner, Seller or Renter. If any Damage occurs while moving, it will be billed to the Owner/Resident. Failure to follow any of the above Rules will cause you to receive a Violation of up to \$1,000 as per Florida Statutes.

19). Surveillance Cameras are up through out the property for Countryside Condominium Residents Protection. If you have a theft or a specific incident<sup>3</sup> and you and the police need access to the Surveillance video, please put all of your information and requests in writing with the Police case # and the Board will get in contact with you immediately.

20). All grievances and/or if you receive a violation, you Must put everything in writing. Please do not forget to add your Full Name, Unit #, a Home Phone #, Work #, a Cell #, your Concerns and/or Complaints in detail and attach any photos you may have to prove your case. You may request an appointment with the Board to hear your concerns or complaints. All grievances and Violations Will be presented in front of the Board and/or Grievance Committee and a decision will be mailed to you.

\*\*Please help to assist the association by notifying us Photos, emails and police reports of violations are best but not required. You may stay anonymous, if you wish. Please call the police if you have problems with anyone or if you witness domestic violence, hoarding animals, balcony (outside for more than 30 minutes), Residents walking their pets in the common areas, with or with out a leash or not picking up after their pet, Illegal Renters, Un-Screened Tenants, Visitors staying longer than a week, vandalism, Littering, Throwing Cigarettes on the Common Area and etc. We need as much documentation as possible so, please call the police and make a Police Report or you may also tell them you want to stay anonymous. Reputable and concerned neighbors may call the next day and the police dept. will provide you with a case number. Please supply it to the Association so, they can go get a copy of the police report for our records. With this documentation, we can now move forward and proceed with a Warning Letter, Violations Notifications, Send Citations, Noise Ordinance Fines, Association Misc. Fines and if the problem persists three (3) times, we can start the Eviction process. With your help, This will allow us to address any and all violations of our rules and regulations.