

CLOISTER POINTE CONDOMINIUM ASSOCIATION, INC.

RULES AND REGULATIONS

According to the Condominium By-Laws and the Declaration of Condominium, Article XVII, Section I, as to Condominium unit(s), the Board of Directors may from time to time adopt, or amend previously adopted Rules and Regulations governing and restricting the use and maintenance of the Condominium unit(s); provided, however, that copies of such Rules and Regulations prior to the time same become effective, will be posted in a conspicuous place on the Condominium's property, and/or copies of the same will be furnished to each owner.

1. VEHICLES

Commercial trucks, commercial pick-up trucks, boats, watercraft, trailers, motor homes, campers, buses, ladder/contractor rack trucks, golf cars, ATVs, and other vehicles will NOT be allowed on the confines of Cloister Pointe. No advertising of any kind may be displayed on vehicles that are parked on Condominium property and no equipment or supplies should be left on pick up vehicles overnight. ***Unauthorized vehicles will be towed at the owner's expense.***

Vehicles may not be stored or abandoned on Condominium property by either owners or tenants or guests of Cloister Pointe. Inoperable, unlicensed, uninsured, or unregistered vehicle or vehicles with expired tag(s), are not permitted. Only vehicles used on a regular basis are permitted. ***Non-compliance will result in vehicle(s) being towed at the owner's expense.***

No mechanical maintenance, repairs, fluid changes, other than emergency (flat tire, jump start), shall be done on vehicles parked on Common Grounds of the Association. No driving or parking onto grass or sidewalk areas please. ***Non-compliance will result in a \$100 non-compliance fee per vehicle for 1st offense & increasing, in addition to towing the vehicle(s). The owner will also be charged for any damages caused to the property.***

Residents are permitted (2) assigned parking spots and must park in their (2) assigned spots. Vehicle(s) must be registered on file with the Association. If a unit owner is allowing use of their designated spot to someone residing in a different unit, a Parking Agreement Form must be completed and signed by all parties for Association approval. Guest parking is for guests only. No guest parking for more than seven (7) consecutive days. No parking in grass, street or behind vehicles in your assigned slot (double parking). ***Parking in an unassigned or guest spot can lead to violation penalties, such as fines in addition to having the vehicle towed at owner's expense. All violators are subject to towing at the owner's expense. Improperly parked vehicles may be towed without warning.***

2. RENTING, LEASING, SALES

All renters, lessees, roommates, long term guests and buyers must complete and submit a New Resident Application along with a \$150 non-refundable application fee made payable to **Cloister Pointe Condominium Association**. Management will conduct background searches consisting of credit, criminal, civil, arrest, and prior conviction, eviction reports including public records searches. The Association will conduct resident interviews. Upon completion of the New Resident Process, an approval or denial letter will be mailed per request. Any additional occupant(s) (long term guest, boy/girlfriend, spouse, fiancé, relative, roommate, etc.) must complete a New Resident Application and go through the screening process for approval. ***Failure to do so, will result in the owner being charged a non-compliance penalty in addition to the application fee. **Owner will be held liable for all costs associated with the violation including attorney fee(s), eviction cost(s) & lien.***

The common elements of the unit being rented, leased or sold must be in compliance with the By-Laws of the Cloister Pointe Condominium Association prior to the Association making a final decision. ***The new owner must deliver a copy of the warranty deed to Cloister Pointe Condominium Association's management company upon closing. If a unit is rented, the owner must deliver a copy of the updated lease annually to the management company.***

3. PETS

No domestic or exotic pets are permitted without prior written approval of the Board. Cats and dogs that are 30 lbs. and under are permitted. Pets must always be on a leash when on the common grounds, and pet waste must always be picked up. Animal Control will be called to remove any animals found loose on Cloister Pointe common grounds. ***Non-compliance will result in a \$150 clean-up fee for not picking up after the pet.***

4. INSURANCE

Each individual owner shall be responsible for purchasing, at his/her own expense, Liability Insurance to cover accidents occurring within their own unit and dwelling insurance to cover any structures and/or personal property. Must provide proof of Insurance on required Association form(s). ***Non-compliance will result in a penalty fee being charged to the owner.***

5. SATELLITE DISHES

No satellite dishes are allowed on common grounds including association fences, roofs or buildings. Check with management for guidelines. ***Non-compliance will result in the cost of removing the satellite and repairs being charged to the owner.***

6. RESPONSIBILITY OF OWNERS

The condominium unit shall be occupied and used as a single-family dwelling. The owner may lease the unit at his/her discretion provided the homeowner complies with the leasing application process and the tenants abide by all Association Rules and Regulations. Please note, the Board of Directors are **NOT** the managers of rental units. Tenants must be directed to contact their landlords or their rental agents for assistance.

Nuisance - Unit owners must not obstruct or interfere with the rights of other unit owners or annoy them by unreasonable loud noises, radios, boom boxes, TV, stereo, musical instruments, etc. The unit owner shall not commit or permit any nuisance, immoral or illegal acts in

or about the Condominium property. Unauthorized or suspicious activity may be reported to the Police Department.

Garbage - Garbage must be disposed of in plastic bags, tied and placed in the dumpster. Boxes must be broken down, folded and placed in a dumpster. Garbage may NOT be left on the floor of the dumpster enclosure or outside of the enclosure. **Bulk Items** - Household bulk items (washer, dryer, furniture -no more than 2 items) must be placed on the left side of the dumpster enclosure located at the east entrance on Monday evening. ****NO outside dumping, or household hazardous waste, construction debris, landscape debris, batteries, automotive fluid, propane tanks, paint, etc. are permitted to be disposed of on site. Non-compliance will result in a \$100 clean-up fee for any garbage left outside of the dumpster and/or the cost to remove any bulk item(s) not picked up, in addition to any fines cited.**

Window Treatments - Only genuine window treatments are permitted on the windows. No sheets, paper, aluminum/tin foil, or any other non-window treatment item may be installed on the windows.

Hurricane Shutters - If you are installing hurricane protection, you must comply with the requirements of the Association. The Guideline/Release Form may be obtained from the management company. The owner must complete the required Association forms and have approval prior to work commencing.

Fire Alarms & Extinguishers - Fire alarms and extinguishers must be installed and maintained in good working condition by the unit owner. **The owner must complete required Association forms for compliance or the owner will be charged a penalty.**

Patios - Storage on front patio or rear open patios is strictly prohibited. Outdoor clotheslines or hanging of clothing etc. on fences or patio is not permitted. The unit owner shall not permit or suffer anything to be done or kept in his/her unit or the common grounds which will increase the rate of insurance for the condominium property. No items are permitted to be stored outside of the unit. Nothing (i.e., string lights, spot lights, sunshades, cameras, satellite, decorations, etc.) can be attached, affixed, or adhered to Association property. You must complete a Modification Form if you wish to modify a patio, attach an item to a screened/enclosed patio or add a uniformed fence. Approval must be granted by the Association prior to work commencing. **Non-compliance will result in removal of items, clean up cost(s) & property restoration cost(s) being charged to the owner, including attorney fees & a lien, if required.**

Common Areas - No storage of any kind whatsoever may be kept on common areas. No pavers, plants, potted plants, flowers, trees, fruit trees, lemon grass, etc. may be planted, or stored on common areas. **Non-compliance will result in clean-up fee(s), repair cost(s) and possible fine(s).**

Modifications - ANY modification to the exterior of the unit, including patios, exterior doors, windows, sliders, fences, gutters, hose/shut off valve, etc. is not permitted without prior written consent of the Association. Please contact the management company for a Modification Request Application. **NOTE: NO ONE is allowed on Association Roofs without Association approval.** Roof-mounted A/C maintenance or a new install require a completed Modification Form with required documents for approval to allow roof access. The Contractor must provide license, insurance, scope of work (estimate) prior to work commencing. New installation requires a permit and roof-mounted a/c units must have an approved stand raised a minimum height above roof surface in accordance with applicable building codes. **Non-compliance will result in liabilities & fines, in which owner will be charged for associated cost(s), repairs, including attorney fees & lien, if required.**

Assessment Fees - Assessment fees (maintenance fees) are due every month on the 1st of each month **made payable to Cloister Pointe Condominium Association.** Checks made payable to the management company will not be accepted. If payment is not received by the 10th of the month, there will be a \$25.00 late fee charge to the unit owner's account. It is the responsibility of the unit owner to turn over their payment booklet to the new unit owner if the unit is being sold. **You do not need a payment stub to make your monthly payment.**

Please mail Maintenance Fee Payments to:

Cloister Pointe Condominium Association, Inc.
c/o Bottomline Consulting
10275 West Sample Road,
Coral Springs, FL 33065

Phone for accounting only 954-255-2300

Complaints regarding violations and Regulations or Condominium Documents must be in writing, signed by the person making the complaint, and sent to the Associations management company listed above.

"I have read the Associations Rules and Regulations and agree to continue to abide by them"

_____ Signature	_____ Name Printed	_____ Unit #	_____ Date
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_____ Signature	_____ Name Printed	_____ Unit #	_____ Date
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Your above signature is acknowledgement of the current Rules & Regulations adopted April 27, 1983 amended April 13, 1986, April 3, 1995, again November 5, 2025