

IPANEMA SERVICE CENTER CONDOMINIUM ASSOCIATION, INC.
RULES AND REGULATIONS

ITEM #	RULE AND REGULATIONS
1	COMMON AREAS AS DEFINED IN THE DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS INCLUDES: ALL PAVED PARKING LOTS, ALL SIDEWALKS, ROOF SURFACE, GUTTERS, DOWNSPOUTS, LANDSCAPE AREA, IRRIGATION, PLANTS/SHRUBS, TREES, FIRE ALARM SYSTEM, DIRECTIONAL SIGNS, TRASH DUMPSTERS & ENCLOSURES, EXTERIOR BUILDING SURFACE/WALLS, EXTERIOR LIGHTING AND ANY OTHER COMMON AREAS AS DEFINED BY THE DECLARATION OR BOARD OF DIRECTOR'S.
2	THE COMMON AREA DUMPSTERS ARE LOCATED IN THE TRASH ENCLOSURE AREA AT REAR OF THE PROPERTY AT EACH END OF THE TRUCK COURT. THOSE DUMPSTERS ARE FOR USE BY ALL OWNERS OF THE BUILDING AND SUBJECT TO THE FOLLOWING RULES: A. TRASH DUMPSTERS ARE FOR ORDINARY OFFICE AND LIMITED WAREHOUSE TRASH. B. ALL CARDBOARD BOXES OF ANY SIZE MUST BE CUT APART TO LAY FLAT IN THE DUMPSTER TO ALLOW EVERYONE USE OF THE DUMPSTER DAILY. ANYONE CAUGHT PUTTING FULL CARDBOARD BOXES OF ANY SIZE IN THE DUMPSTERS WILL BE SUBJECT TO A FINE OF \$ 150.00. AFTER THE THIRD OFFENSE, THAT OWNER WILL BE TOLD TO GET IS OWN DUMPSTER AND WILL NOT HAVE ACCESS TO COMMON AREA DUMPSTER C. PALLETS ARE NOT TO BE THROWN IN THE DUMPSTERS FOR ANY REASON. OWNERS FOUND PUTTING PALLETS IN THE DUMPSTERS WILL BE SUBJECT TO A \$ 150.00 FINE PER OCCURRENCE. D. FURNITURE OF ANY KIND WILL NOT BE ALLOWED TO BE THROW IN THE DUMPSTER. THIS IS SUBJECT TO A \$ 150.00 FINE FOR EACH OCCURRENCE. E. PAINTS OR ANY OTHER CHEMICALS ARE NOT TO BE THROWN INTO THE DUMPSTERS. THIS IS SUBJECT TO A \$ 150.00 FINE FOR EACH OCCURRENCE. F. PALLETS ARE NOT TO BE STORED AROUND OR BESIDE THE TRASH ENCLOSURE AS THE DUMPSTER COMPANY WILL NOT PICK-UP THE PALLETS. PALLETS ARE TO BE STORED INSIDE EACH OWNERS SPACE UNTIL DISPOSED OF BY EACH OWNER. G. TRASH DUMPSTERS ARE EMPTIED ON MONDAY, WEDNESDAY AND FRIDAY'S.
3	PARKING LOT SPEEDING LIMIT IS 15 MPH AND ALL OWNERS, TENANTS, GUESTS, EMPLOYEES AND VENDORS MUST OBSERVE THIS SPEED LIMIT TO ASSURE EVERYONE IS SAFE WITHIN PARKING LOT AREAS.
4	ALL VEHICLE THAT PARK ON SITE MUST HAVE A UP TO DATE LICENSE TAG IN ORDER TO PARK AT THE PROPERTY. A VEHICLE WITHOUT A PROPER LICENSE TAG WILL SUBJECT TO A WARNING TO THE OWNER AND AFTER 14 DAYS, THE VEHICLE WILL BE TOWED.
5	THE PROPERTY CURRENTLY HAS A DAY PORTER WHO IS RESPONSIBLE FOR KEEPING THE PROPERTY CLEAN. THE DAY PORTER WORKS 3 HOURS ON TUESDAY AND THURSDAY. IT'S EVERYONES RESPONSIBILITY TO PUT TRASH IN A TRASH CAN AND HELP THE DAY PORTER FOCUS ON OTHER CLEANING RESPONSIBILITIES.
6	THE ASSOCIATION PRESSURE CLEANS THE UPPER WINDOW ONCE A YEAR AND EACH OWNER IS RESPONSIBLE FOR CLEANING THE LOWER WINDOWS AND DOORS.
7	THE ASSOCIATION IS RESPONSIBLE FOR PAINTING THE EXTERIOR OF THE BUILDING INCLUDING PERSONNEL DOORS, OVERHEAD DOORS, GUTTERS, DOWNSPOUTS AND BASE BUILDING. OWNERS AREN'T ALLOWED TO DO ANY EXTERIOR PAINTING.
8	THE ASSOCIATION MAINTAINS THE LOCK ON THE ROOF ACCESS LADDER. IF AN OWNER HAS A LICENSED CONTRACTOR WHO NEEDS TO SERVICE ANY ROOF TOP EQUIPMENT, THEY MUST CALL THE PROPERTY MANAGER AND HAVE A CURRENT CERTIFICATE OF INSURANCE FOR EACH VENDOR WHO NEEDS ACCESS TO THE ROOF.
9	OWNERS CAN'T STORE PALLETS, MATERIALS, BAGS, CARDBOARD OR ANY OTHER TYPE OF PRODUCTS OUTSIDE THE BUILDING.
10	WITH EXCEPTION OF OPEN PARKING SPACES, ALL FRONT AND REAR PARKING SPACES ARE RESERVED FOR OWNERS THEIR GUESTS AND EMPLOYEES. IF SOMEONE OTHER THAN AN OWNER, HIS EMPLOYEES OR GUEST PARK IN A RESERVED SPACE NOT ASSIGNED TO THAT INDIVIDUAL, EACH OWNER HAS RIGHT TO HAVE THAT VEHICLE TOWED.
11	ANY PROPOSED MODIFICATION TO THE EXTERIOR OF THE BUILDING INCLUDING ROOF TOP EQUIPMENT MUST HAVE THE BOARD OF DIRECTOR'S APPROVAL PRIOR TO THAT EQUIPMENT BEING INSTALLED.
12	IF AN OWNER WISHES TO SELL HIS UNIT OR LEASE HIS UNIT, THEY MUST FIRST GET THE BOARD OF DIRECTOR'S APPROVAL TO PLACE ANY FOR SALE OR FOR LEASE SIGNAGE IN THE WINDOW OF THE UNIT.
13	SMALL SIGNS ARE NOT ALLOWED ON THE PROPERTY AND WILL BE SUBJECT TO A FINE NOT TO EXCEED \$ 150.00 IF A SIGN IS LOCATED ON THE PROPERTY.
14	BARBEQUE GRILLS AREN'T ALLOWED INSIDE THE BUILDING AND CAN ONLY BE USED IF THEY ARE 35' AWAY FROM THE BUILDING AND NOT NEAR ANY PARKED VEHICLES.
15	EACH OWNER IS RESPONSIBLE FOR SECURING THEIR SPACE IN THE EVENT OF A STORM. THE PROPERTY MANAGER WILL CONTACT EACH OWNER BY E-MAIL OF AN IMPENDING STORM AND LET ALL OWNERS KNOW WHEN ITS SAFE TO RE-ENTER THE BUILDING.
16	ANY INTERIOR MODIFICATION MUST HAVE THE BOARD OF DIRECTOR'S APPROVAL PRIOR TO THOSE RENOVATIONS STARTING. MODIFICATIONS THAT INCLUDE MOVING OR INSTALLING NEW WALLS REQUIRES A CITY OF ORLANDO PERMIT