



SANDPIPER ISLE HANDBOOK A QUICK REFERENCE GUIDE WHICH INCLUDES:

- **A SUMMARY OF RULES AND REGULATIONS**
- **RECENTLY APPROVED CHANGES TO YOUR SANDPIPER ISLE DOCUMENTS**
- **HURRICANE PREPAREDNESS AND OTHER HELPFUL HINTS ON CONDOMINIUM LIVING**
- **FORMS**
- **USEFUL CONTACT INFORMATION FOR YOUR BOARD, MANAGEMENT COMPANY AND OTHERS/ETC.**



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This handbook has been approved by the Sandpiper Board of Directors
(January - 2009)

SANDPIPER ISLE CONDOMINIUM ASSOCIATION, INC.
QUICK REFERENCE GUIDE

Overview:

Within this guide we have tried to summarize some of the more frequently asked questions about rules, regulations, policies and procedures that are in the governing Sandpiper documents. In some cases, wording has been re-phrased/simplified. Also, within this guide we have identified changes to the documents that have been approved by the board.

A summary of contacts for the current board, management companies (association manager, maintenance, CPA/etc.) and forms that residents and/or guests may frequently need to refer to, are provided at the end of the book for your convenience.

- Residents, relatives, guests and lessees of Sandpiper Isle are subject to these rules and restrictions as well as the Rules and Restrictions of Pelican Landing.
- These guidelines have been written to preserve the Sandpiper Isle living environment as well as keep it attractive in both appearance and operation.
- The overall principal of the Sandpiper Isle Condominium Association, Inc. is to prevent behavior in the common and recreation areas that puts owners at unnecessary risk and liable of possible injury. These areas are to be enjoyed by all in the safest possible way.
- It is the responsibility of ALL owners and residents to ensure that the Rules and Regulations are:
 - Communicated to all those who use the Recreation and Common Areas;
 - Complied with at all times for the common good of the community;
 - Reported to the management company and/or the Board in writing so that violations and infractions can be addressed and corrected.
- The purpose of the Board is to represent the common voice of the community. Rules and Regulations are for the betterment and positive growth of the community. Board membership is voluntary.
- The bulletin board located near the entry gate will be the “OFFICIAL BULLETIN BOARD”. Other boards located in the Sandpiper Club House will be considered an auxiliary message board.
- An unofficial communication site will be a web site for those owners who are unable to view the bulletin board (ie: when they are not on property). The web site can be found at:
www.sandpiperisle.net

ASSOCIATION LIVING

Living in an association is a unique experience and with that comes the reality that there are numerous laws as well as certain rules and regulations to follow to promote the community harmony and safeguard your investment. Examples of rules/etc.: color of exterior surface of window coverings, plantings, parking, quiet hours, architectural review committee, sale/lease applications, etc. It is our intention to assist every resident in understanding their role in the community and how compliance with all governing laws and rules makes the community more enjoyable for all. Please read your association documents to become familiar with these laws and rules in more detail.

Finances: Assessments are the very lifeblood of an association and are payable when due which is January 1, April 1, July 1 and October 1. The association documents state that if an owner defaults on the payment of an installment on any assessment, the Board shall have all rights to, provided by law, including the right to record a lien, and if assessments are not paid by the due date specified by your Association Documents, to charge a late fee. Such delinquent assessments may also bear interest at 18% per annum. Your cooperation in this matter is greatly appreciated.

Emergency access: Please provide the management company with a key or the name of any persons having access to your unit in your absence. If emergency access to your unit is required (i.e. water leak) and a key is not provided to the management company, a locksmith will be hired to gain access and the charges will be billed to your account.

Committees: In order to make Sandpiper Isle governance more effective, committees have been formed to take on some of the communication between owners and vendors. When the need arises about landscape, building or grounds the committee chairperson should be contacted, who will report to the board.

The requirements of Sandpiper Isle necessitate the hiring of many workers on our property from day to day. They are under the direction of the management company with input from one of the board committees. In no instance should the unit owners confront workers for any reason. If an owner has an issue with their work, they should contact a board member of the appropriate committee chairman. Sandpiper Isle works best when more of the community is involved, so joining a committee is a positive way to contribute.

Top five questions most commonly asked by unit owners:

Q1: If Mr. Smith, who lives above me, has a toilet overflow which causes water damage in my bottom unit, who pays?

Answer: Both of you. Mr. Smith pays for his damages under his personal HO-6 policy: bottom unit owner would pay for his damages. There is no negligence in condominium living arrangements. Despite the fact that Mr. Smith's toilet was the cause of the accident, everyone pays for their own damages.

Q2: How much additions-alterations/building coverage should I secure?

Answer: Since the Sandpiper Isle Units are very high end, it is recommended nothing less than \$55,000. If you have done a remodel or upgraded all appliances, countertops/etc....nothing less than \$75,000 should be secured.

Q3: Why does the association carry Directors-Officers Coverage?

Answer: To formally protect the unit owners who serve as fiduciary officers. What most unit owners don't know is that this coverage will apply to formally protect them if they serve on a committee, i.e. Landscape, buildings, social, insurance, hurricane, etc. Please don't let the fear of liability stop a unit owner from volunteering for a committee.

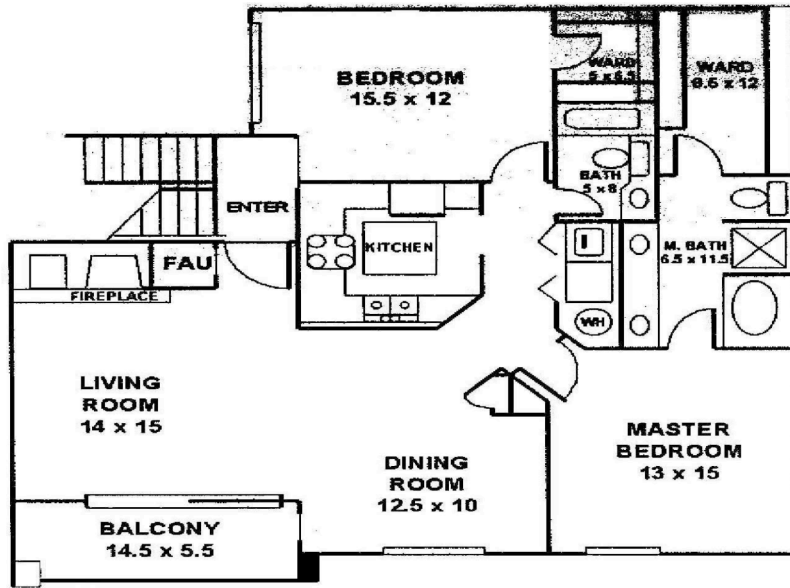
Q4: Why does my mortgage ask for a certificate of insurance from me every year?

Answer: This is a common problem. The main problem is that banks outsource this function to third parties, who want original copies every year or have no file whatsoever. What is making matters worse is that some of these verification companies are no longer in the United States. Never let your mortgage company place coverage on your loan, this is a very bad deal for the consumer.

Q5: Why do we carry crime coverage?

Answer: Crime coverage – also known as a fidelity bond coverage – is required under Florida Statute. The management company is listed as a named insured under this policy.

Condo Coverage Areas (This does not apply to flood insurance.)



Unit-Owners Insurance (Additions and Alterations)

- A/C and Heating Unit
- Bathroom Sink
- Bathtub
- Chandelier/Light Fixtures
- Counter Tops/Cabinets
- Dishwasher
- Electrical Outlets
- Exterior Door
- Interior Doors
- Interior Partition Walls
- Kitchen Sink
- Porch Lights
- Refrigerator
- Sliding glass doors/Screens/Windows

- Stove and Hood
- Toilet
- Wall Floor/Ceiling Coverings
- Water Heater

Association's Insurance Common Elements

- A/C if servicing common areas
- Balcony/Porch/Stairs
- Electrical Wiring
- Exterior Walls
- Hot/Cold Water Pipes
- Perimeter Load-Bearing Walls
- Roofs

Please note that this is a general exhibit and you should check your condominium documents for the actual responsibilities.

The following table is a guide to help identify Hazard Insurance coverage responsibilities for unit owners and condominium associations based on compliance with Florida Statute 718.

Residential Building Elements -Hazard Insurance	Unit Owner Insurance Responsibilities	Condo Insurance Responsibility
A. VERTICAL WALLS		
1. Exterior Building Walls		
A. Mesh, Lath, Sheathin2, Glass, Block, Stucco		X
B. Studs, Insulation		X
C. Unfinished Sheet Rock/Drywall		X
D. Interior Wall Area of Exterior Wall (Paint, Tile or Wallpaper or Other Wall Coverings)	X	
2. Unit Interior Walls Including Party Walls		
A. Block, Studs, Insulation		X
B. Unfinished Sheet Rock/Drywall		X
C. Interior Wall Area (Paint, Tile or Wallpaper or Other Wall Coverings)	X	
3. Common Area Interior Walls		
A. Block, Studs, Insulation		X
B. Unfinished Sheet Rock/Drywall		X
C. Interior Wall Area (Paint, Tile or Wallpaper or Other Wall Coverings)		X
.		
B. HORIZONTAL FLOORS INCL CEILINGS		
1. Unit Interior Floors		
A. Concrete, Gypcrete, Framing, Plywood, Insulation		X
B. Floor Coverings	X	
2. Common Area Floors		
A. Concrete, Gypcrete, Framing, Plywood, Insulation		X
B. Floor Coverings		X
3. Unit Interior Ceilings And Roof Area		
A. Concrete, Gypcrete, Framing, Plywood, Insulation Sheet Rock or Drywall		X
B. Paint And Texture Finishes (Popcorn, etc.)	X	
4. Common Area Ceilings And Roof Area		
A. Concrete, Gypcrete, Framing, Plywood, Insulation, Sheet Rock or Drywall		X
B. Paint And Texture Finishes (Popcorn, etc.)		X
C. ROOFING -UNIT INTERIOR & COMMON AREAS		
A. All Framing, Structural Supports, Decking, Insulation and Roof Cover		X
D. MISCELLANEOUS UNIT INTERIOR FIXTURES		
A. Electrical Fixtures, Appliances, Air Handlers, Water Heaters And Cabinetry	X	

The following table is a guide to help identify Flood Insurance coverage responsibilities for unit owners and condominium associations based on the National Flood Insurance Program Guidelines.

Residential Building Elements -Flood Insurance	Unit Owner Insurance Responsibility	Condo Association Insurance Responsibility
A. VERTICAL WALLS		
1. Exterior Building Walls		
A. Mesh, Lath, Sheathing, Glass, Block, Stucco (Painted)		X
B. Studs, Insulation		X
C. Unfinished Sheet Rock/Drywall		X
D. Interior Wall Area of Exterior Wall (Paint, Tile or Wallpaper or Other Wall Coverings)		X
2. Unit Interior Walls Including Party Walls		
A. Block, Studs, Insulation		X
B. Unfinished Sheet Rock/Drywall		X
C. Interior Wall Area (Paint, Tile or Wallpaper or Other Wall Coverings)		X
3. Common Area Interior Walls		
A. Block, Studs, Insulation		X
B. Unfinished Sheet Rock/Drywall		X
C. Interior Wall Area (Paint, Tile or Wallpaper or Other Wall Coverings)		X
B. HORIZONTAL FLOORS INCL CEILINGS		
1. Unit Interior Floors		
A. Concrete, Gypcrete, Framing, Plywood, Insulation		X
B Floor Coverings		X
2. Common Area Floors		
A. Concrete, Gypcrete, Framing, Plywood, Insulation		X
B B Floor Coverings		X
3. Unit Interior Ceilings And Roof Area		
A. Concrete, Gypcrete, Framing, Plywood, Insulation Sheet Rock or Drywall		X
B. Paint And Texture Finishes (Popcorn etc.)		X
4. Common Area Ceilings And Roof Area		
A. Concrete, Gypcrete, Framing, Plywood, Insulation, Sheet Rock or Drywall B. Paint And Texture Finishes (Popcorn, etc.)		X
		X
C. ROOFING -UNIT INTERIOR & COMMON AREAS		
A. All Framing, Structural Supports, Decking, Insulation and Roof Cover		X
D. MISCELLANEOUS UNIT INTERIOR FIXTURES		
A. Electrical Fixtures, Appliances, Air Handlers, Water Heaters And Cabinetry		X

HURRICANE RESPONSIBILITIES

Hurricane Season is from June 1 to November 30.

Your personal safety is your responsibility. You may choose to evacuate or stay, subject to official orders from Lee County authorities.

Your responsibility before leaving in the event of a hurricane or leaving for the season, is as follows:

1. Remove all flowerpots to a safe location such as your garage or your unit.
2. Roll all garden hoses in a secure fashion and place in your garage.
3. Remove all furniture to the inside of the unit from lanais -without hurricane shutters.
4. The management company is to make sure all pool furniture at the clubhouse area is stacked inside the kitchen or exercise room or in restrooms.
5. No furniture is to be left in the clubhouse lanai area. An Ad Hoc Hurricane Readiness group has been named to assist the management company with the task.

Failure to comply with items 1, 2, and 3 will result in (a) the discarding of pots and hoses; (b) a fine and/or; (c) an assessment to cover the cost of collection and subsequent disposal as assessed by the Board and Hearing Committee at a time appropriate for the Board, Hearing Committee and violator.

The Pelican Landing Hurricane Shutter Policy is as follows:

"No hurricane or storm shutters shall be permanently installed on the exterior of any structure or Unit unless first approved by the DRC pursuant to Article XI of this declaration. Hurricane or storm shutters may be installed temporarily, and other storm precautions may be taken to protect structures or Units, while the threat of a hurricane or similar storm is imminent; provided all temporary shutters and other exterior alterations or additions made as a storm precaution shall be promptly removed once the storm or imminent threat of the storm has passed.

From June 1st through November 30th, approved permanent storm shutters may be left in place on the rear and sides of a Unit even if they are visible from the street. From December 1st through May 31st, approved shutters may be left in place on the rear lanai of a Unit provided they are within the screened enclosure.

Shutters approved prior to the adoption of this policy, if intended to be used for length of time longer than the period immediately preceding and following the threat of an imminent storm will have to be resubmitted to the DRC for approval."

Summary of Rules

1. Condo Use (when the owner is absent)

If someone will be occupying your unit in your absence, certain steps must be taken. If it is a renter, the lease application (found at the end of this handbook), must be filed and approved by the management company prior to occupancy. If it is a guest or family member, the *Notification of Family/Guest Occupancy form* (found at the end of this handbook), must be filed with the management company. The forms are necessary for safety's sake (who is on the premises during hurricanes), services (pest spraying), and permission to use the amenities (pool, workout room, etc.).

2. Guest Passes:

Guest passes for the Pelican Landing Amenities may be picked up at the Pelican Landing Community Building at 24501 Walden Center Dr. A pass for entry to the PLCA community can be picked up at any entrance gate and must be displayed prominently on the dashboard at all times.

3. Parking:

Each condominium has driveway space as well as one or two-car garage. Guest parking is available on a limited basis in some locations. Daytime parking along the roadway is allowed, but do not park on the grass as there are irrigation heads in the sod close to the roadways that break when driven over. Parking at the clubhouse is limited to those who are using the recreational facilities. Please adhere to specific signs designating "no overnight parking".

Exceptions for guest parking at the clubhouse will be any common space where no signage appears thus overnight parking is allowed by an overnight guest displaying a PLCA current dated "pass for entry" on their dashboard.

Owners are to park their cars in their garage and/or driveway, use of the guest parking by owners vehicles will be allowed in off season (May through October) but not on a permanent basis. Owners may not park in guest parking during peak season (November through April). Owners may ask for temporary exceptions to parking restrictions by submitting a request the board that identifies their extenuating circumstance.

Note: The Board has the right to approve/disapprove a request by residents for temporary exceptions to the parking rules.

Owners and renters may NOT keep more than two vehicles on the condominium property. Parking of RV's, motorboats, motorcycles, trucks, commercial vans, motor homes or trailers of any type on condominium property is prohibited.

4. Speed limit

The speed limit in Sandpiper Isle is 15 MPH.

5. Quiet hours:

Please respect quiet time between 11PM and 7AM, especially on open decks and screen porches. No owner shall make noises at any time that would ordinarily be considered disturbing in the building, on the lanai or patio or in common areas, or permit his family or visitors to do so.

6. Pets

All pets must be registered with the management company and approved by the board. Use the *pet registration form* (found at the end of this handbook).

7. **Children:**

Children under age 14 must be supervised by an adult responsible for their actions in all parts of the facilities. Children under age 8 are not permitted in the spa.

All children are the sole responsibility of the parent of guardian. Parent or guardian will be held liable for misconduct, damages or violations of condominium rules.

8. **Trash**

Use blue bins for recycling, which is picked up at the curb in front of the units on Thursdays. Place newspapers in bags next to the bin and put other recyclables (cans, glass, cardboard, plastics) in the bins. Garbage is picked up in the same manner on Fridays. These both can be placed out after dark the night before the pickup. Do NOT place on the curb before then. All containers should be removed no later than the following evening. Lee County's recycling program collects about 125 tons per day, and this figure rises to over 225 tons per day during the winter months when the population grows due to residents.

Keeping recyclable materials out of the regular household garbage benefits the residents because less material is burned. Remember: More recycling + Less garbage = Cheaper Garbage Bills!

Recyclables include:

Paper: magazines, catalogues, flattened corrugated cardboard, all other newspapers, brown paper grocery bags, telephone books, computer and office paper, junk mail including envelopes, shredded papers, clean pizza boxes (no crust in boxes please)

Aluminum: Soda and beer cans, clean foil, pie pans

Metal: soup, fruit, vegetable, and juice cans, pet food cans, empty aerosol cans

Glass: green, clear and brown bottles and jars

Plastics: all empty rigid containers marked #1-7 on the bottom including bleach bottles. Please rinse containers and remove the lids !

9. **Security:**

The cooperation of all occupants is a necessity. It is suggested that unit doors be locked at all times. Report any suspicious persons, incident or strange vehicle immediately to the Pelican Landing Privacy Office 947-8563.

10. **Pool and Spa:**

No lifeguard is present, use pool at your own risk.

1. Pool and spa hours are dawn to dusk.
2. An adult must be present and attentive while a child under 13 is in the pool or spa. All children are the sole responsibility of the parent, grandparent or guardian.
3. Flotation devices will be allowed in the swimming pool as long as the user is considerate and is mindful of others using the pool. However, if the pool has a large number of other users, use of such a device will be allowed as long as it is not interfering with the enjoyment of others.
4. Children not toilet trained must use a protective suits such as "little Swimmers" made by *Luvs or Huggies* in the pool.
5. Pregnant woman, people with health problems or people using alcohol, narcotics or drugs that cause drowsiness should not use the spa or pool without first consulting a doctor.

6. No diving or jumping into the pool or spa. No games involving running, horseplay, balls, Frisbees, etc. are allowed in any part of the pool/spa/clubhouse facility.
7. Loud noises (shouting, squealing or screeching) must be kept to a minimum. Boisterous conduct is not permitted in the pool area at any time. Radios, tape or CD players, etc., should be used only with headphones.
8. Shower before entering pool or spa. Food and drink may be consumed only in the clubhouse or at the dining tables on the patio. Users must clean up, including the grill. Nothing should be left in the clubhouse refrigerator.
9. No glass or other breakables are permitted in the outdoor facilities, the fitness center or the changing rooms.
10. No smoking in the pool/spa or around the pool deck that includes the table/chairs-lounges in the outdoor patio area.
11. Pool furniture may not be reserved while users are away from the facilities.
12. Authorized personnel adjust pool and spa temperatures.
13. Maximum pool capacity is 21 and spa is 5.

**Residents are responsible for enforcement.
Pelican Landing Privacy Office 947-8563**

11. Use of Recreational Facilities:

- a. It is expected that the use of the recreational facilities (meeting rooms, kitchen, fitness rooms, pool/spa) does not interfere with the rights and enjoyment of others. Swimming and other use of the recreational facilities shall at all times be solely at risk of the individual involved, and in no event that of the association or its members.
- b. Smoking is not permitted in the clubhouse or fitness center.
- c. The entrance gate must be kept locked at all times.
- d. Unit owners may reserve the Sandpiper Club for private gatherings. Use the *Clubhouse reservation request form* (found at the end of this handbook). A deposit is required, which will be returned after the event if all conditions have been met.
- e. When an approved private gathering is occurring simple courtesy should be extended by other members of the association.
- f. The books found in the Sandpiper Isle library are for the use of the residents. The give and take aspect of this amenity is part of our friendly community.

12. Fitness Center:

- a. A person shall consult their doctor before using the gym.
- b. Exercise equipment is to be used only for working out in the fitness center.
- c. Equipment should be wiped off after use.
- d. No food or drink other than water is allowed in the fitness center.
- e. Proper attire, including work out shoes is required. Bare feet are not permitted.
- f. Users should read and heed instructions for each piece of equipment.
- g. Personal exercise equipment may not be placed in the fitness center without board approval.
- h. Lockers are for the use for everyone. Permanent locks are not allowed.

13. Barbeques, Grills/Outdoor Cooking:

The use of gas or charcoal grills in a condo unit on balconies, porches, patios or lanais is prohibited. Grills may be used only on the driveway assigned to a unit at least 10 feet from the building. Outside storage of grills is prohibited. Gas grills are available for use by everyone at the pool.

14. Miscellaneous:

- a. No clothesline or other similar device shall be allowed in any portion of the condominium property other than within a dwelling.

- b. Garage doors shall be closed except when in use.
- c. No signs, advertisements, notices or lettering may be exhibited, displayed, inscribed, painted or fixed in or upon any part of the common elements or any part of a unit so as to be visible outside the unit.
- d. The steps, driveways and sidewalks of each unit are the responsibility of the unit owner. They should be cleaned periodically. Consider pressure washing semi-annually.

15. Management Company:

- a. Each owner should give a key to their unit to the management company. This will be used to enter the unit in case of emergency. The association has the right to enter any dwelling unit in case of emergency. If a key is not provided, a lock smith will be hired in emergency and the unit owner will pay the cost.
- b. The unit owner is responsible for submitting address changes for delivery of association communication to the management company. The PLCA office will also need to be informed of address and phone number changes.
- c. Announcements and meeting notices will be posted on the Official Association bulletin board which is located near the gate house.
- d. Any changes to building or landscape must be approved by the board. Use the *grounds and buildings modification request* (form found in the back of this handbook).

16. Prohibited Activities:

- a. Playing, bicycle riding and roller skating are not permitted in the public halls, stairways, or lobby of the mid-rise. No activity is permitted with the operation of the elevators of the mid-rise.
- b. Children playing on the condominium property and the association property must be supervised by an adult. Adults residing in a dwelling unit are responsible for insuring their children's compliance with these rules and regulations.

17. Closing Procedures:

If you will be away from your unit for two days or more, in an effort to avoid water damage to your unit (which in a condo will damage other units as well), please observe the following suggestions:

- a. Shut of the water at the main source-ask your neighbor if you do not know the location.
- b. Lift up the ice-maker arm in the refrigerator to the lock position.
- c. When you return turn the water back on and drop the arm in the ice maker.
- d. Turn off the hot and cold water at the washing machine.
- e. Unplug toaster, toaster oven and coffee pot and turn off breaker to the hot water heater in the electrical panel.
- f. It is suggested that prolong absences you hire a home watch service.
- g. For a small fee these professional will take care of the above tasks as well as check the air conditioner, check for water leaks, bring in the garbage can as well as perform opening tasks for your arrival such as putting furniture on the lanai, running the water to remove the smell, turning up the air conditioner, etc.
- h. The reverse can be scheduled after your departure.

RULES AND REGULATIONS FOR SANDPIPER ISLE

The Rules and Regulations hereinafter enumerated as to the Condominium Property, the Common Elements, the Limited Common Elements, the Dwelling Units and the Condominiums in general as to all Sandpiper Isle Condominiums, and the Association Property, shall apply to and be binding upon all Dwelling Unit Owners. Dwelling Unit Owners shall at all times observe said Rules and Regulations and shall use their best efforts to see that they are faithfully observed by their families, guests, invitees, servants, lessees, persons for whom they are responsible and persons over whom they exercise control and supervision. Violation of these Rules and Regulations may subject the violator to any and all remedies available to the Association and other Dwelling Unit Owners pursuant to the terms of the Declaration of Condominium of any Sandpiper Isle Condominium ("Declaration"), Articles of Incorporation of the Association, Bylaws of the Association and the Condominium Act. Violations may be remedied by the Association by injunction or other legal means and the Association shall be entitled to recover in said actions any and all court costs incurred by it, together with reasonable attorneys' fees against any person violating the Rules and Regulations, or the Declaration or any of the exhibits attached thereto. Any waivers, consents or approvals given under these Rules and Regulations by the Board of Directors shall be revocable at any time and shall not be considered as a waiver, consent or approval of identical or similar situations unless notified in writing by the Board of Directors. The definitions contained in the Declaration are incorporated herein as part of these Rules and Regulations. In the event of a conflict between the Declaration and these Rules and Regulations, the Declaration shall control. THE RULES AND REGULATIONS ARE AS FOLLOWS:

1. VIOLATIONS OF RULES AND REGULATIONS:

A. Violations should be reported to the Board or to the officers of the Association in writing.

B. Violations will be called to the attention of the violating Dwelling Unit Owner by a member of the Board or an officer of the Association.

C. Disagreements concerning violations will be presented to and be judged by the Board who will take appropriate action.

D. Dwelling Unit Owners are responsible for compliance by their family members, guests, lessees or invitees with these Rules and Regulations.

2. OBSTRUCTIONS:

Walkways, entrances, driveways, patios, courts, elevators, vestibules, stairways, corridors and halls and all Common Elements must be kept open and shall not be obstructed in any manner. Rugs or mats must not be placed outside of doors in corridors or walkways. No sign, notice or advertisement shall be inscribed or exposed on or at any window or any part of a Sandpiper Isle Condominium. No antennae, aerials, ham radios or satellite dishes shall be placed upon any portion of a Dwelling Unit, the Condominium Property or the Association Property, except as may be required in connection with the provision of a cable television or master antennae system servicing Sandpiper Isle or to comply with the terms of the Community Declaration.

3. FLOOR COVERINGS:

The following sets forth the minimum soundproofing requirements for the various floor coverings in the Condominium:

A. Wood or Tile Floors

The Impact Insulation Class shall have a minimum rating of 52. The Impact Noise Ratio shall be greater than 2. The Sound Transmission Class rating shall be a minimum of 52.

B. Carpeting

The padding shall be a minimum of eighty ounces.

The above sets forth the minimum standards which must be adhered to in all Dwelling Units except for ground floor Dwelling Units as hereinafter set forth. Soundproofing is not required on Dwelling Units located on the ground floor, soundproofing is not required on any terraces or decks.

4. EXTERIOR APPEARANCE:

The exterior of the Condominiums and all other areas appurtenant to the Condominiums shall not be painted, decorated or modified by any Dwelling Unit Owner in any manner without the prior consent of the Board, which consent may be withheld on purely aesthetic grounds within the sole discretion of the Board. No awnings, window guards, light reflective material, hurricane or storm shutters, ventilators, fans or air conditioning devices shall be used in or about the Condominiums except as shall have been approved by the Board, which approval may be withheld on purely aesthetic grounds within the sole discretion of the Board. Deck or terrace floors may be painted any color desired or covered with tile; otherwise, uniform exterior colors may not be altered. Carpeting may not be used on decks or terraces.

5. WINDOW DECOR:

Window treatments shall consist of drapery, blinds, decorative panels or tasteful other window covering, and no newspaper, aluminum foil, sheets or other temporary window treatments are permitted, except for periods not exceeding two (2) weeks after a Dwelling Unit Owner or tenant first moves into a Dwelling Unit or when permanent window treatments are being cleaned or repaired. All window treatments or door coverings installed within a Dwelling Unit which are visible from the exterior of the Dwelling Unit shall have a white or off-white, black-out type liners, unless otherwise approved in writing by the Board.

6. TERRACES AND DECKS:

Plants, pots, receptacles and other movable objects shall not be kept, placed or maintained on ledges of terraces or decks. No objects shall be hung from terraces, decks or window sills. No cloth, clothing, rugs or mops shall be hung out or shaken from windows, doors, terraces or decks. Dwelling Unit Owners shall remove all loose objects or movable objects from terraces and decks during the hurricane season. Dwelling Unit Owners shall not throw cigars, cigarettes or any other object from terraces or decks. No cooking shall be permitted on any terrace or deck of a Dwelling Unit. Dwelling Unit Owners shall not allow anything to be thrown or to fall from windows, doors, terraces or decks. No sweepings, water or other substances shall be permitted to escape to the exterior of the building from the windows, doors, terraces or decks.

7. HALLWAYS:

Garbage cans, laundry, dry cleaning, supplies or other articles shall not be placed in the halls or on staircase landings. No Dwelling Unit Owner shall allow doors to a corridor to remain open for any purpose other than for immediate ingress and

egress. No Dwelling Unit Owner shall put his name, Dwelling Unit number, any decorations or other appurtenances on any portion of his Dwelling Unit, except in such place and in such manner approved by the Association for such purpose, which approval shall be based on aesthetic grounds within the sole discretion of the Board.

8. NOISE:

No Dwelling Unit Owner shall make or permit any noises that will disturb or annoy the occupants of any of the Dwelling Units or do or permit anything to be done which will interfere with the rights, comfort or convenience of other Dwelling Unit Owners.

9. HURRICANE PREPARATIONS:

Each Dwelling Unit Owner or lessee who plans to be absent from his Dwelling Unit during the hurricane season must prepare his Dwelling Unit prior to departure by:

A. Removing all furniture, potted plants and other movable objects, if any, from his terrace and/or deck.

B. Designating a responsible firm or individual to care for his Dwelling Unit during his absence in the event that the Dwelling Unit should suffer hurricane damage and furnish the Association with the name of such firm or individual. The designated firm or individual shall contact the Association for permission to install or to remove hurricane shutters.

The following hurricane shutter policy shall be in effect in Sandpiper Isle to be consistent with Pelican Landing Community Association:

The Pelican Landing Hurricane Shutter Policy is as follows:

"No hurricane or storm shutters shall be permanently installed on the exterior of any structure or Unit unless first approved by the DRC pursuant to Article XI of this declaration. Hurricane or storm shutters may be installed temporarily, and other storm precautions may be taken to protect structures or Units, while the threat of a hurricane or similar storm is imminent; provided all temporary shutters and other exterior alterations or additions made as a storm precaution shall be promptly removed once the storm or imminent threat of the storm has passed.

10. CLEANLINESS:

All garbage and refuse from the Condominiums shall be deposited with care in sealed plastic bags in garbage containers intended for such purpose at such times and in such manner as the Association shall direct. All disposals shall be used in accordance with instructions given to the Dwelling Unit Owner by the Association. Each Dwelling Unit Owner shall keep his Dwelling Unit in a good state of preservation and cleanliness.

11. TRASH CHUTES:

All refuse, garbage, waste, bottles, cans, etc., shall be securely wrapped in plastic garbage bags and sent down the trash chute in a container not exceeding the width of the chute. Trash chutes may only be used between 8:00 a.m. and 10:00 p.m.

12. PLUMBING:

Water closets and other plumbing shall not be used for any other purposes than those for which they are constructed, and no sweepings, rubbish, rags or other foreign substances shall be thrown therein. The cost of any damage resulting from misuse of same shall be borne by the Dwelling Unit Owner causing the damage.

13. EMPLOYEES:

Employees of the Association shall not be sent off the Sandpiper Isle property by any Dwelling Unit Owner, except in the Dwelling Unit Owner's capacity as an officer or Director of the Association, at any time, for any purpose. No Dwelling Unit Owner or resident shall direct, supervise or in any manner attempt to assert any control over the employees of the Association. No Dwelling Unit Owner shall request or cause any employee or agent of the Association to do any private business of the Dwelling Unit Owner, except as shall have been approved in writing by the Association.

14. EMERGENCY ENTRY:

In case of any emergency originating in or threatening any Dwelling Unit, regardless of whether the Dwelling Unit Owner is present at the time of such emergency, the Board or any other person authorized by it shall have the right to enter such Dwelling Unit for the purpose of remedying or abating the cause of such emergency, and such right of entry shall be immediate. To facilitate entry in the event of any such emergency, the Dwelling Unit Owner of each Dwelling Unit shall deposit with the Association a key to such Dwelling Unit. No Dwelling Unit Owner or occupant shall alter any lock or install a new lock without the prior written consent of the Association. Where such consent is given, the Dwelling Unit Owner shall provide the Association with an additional key for use of the Association pursuant to its right of access to the Dwelling Unit. In the event a Dwelling Unit Owner installs a new lock without the Association's consent and/or without providing the Association with a key for such lock, the Association shall not be responsible, but rather the Dwelling Unit Owner shall be responsible for the cost of repairing any damages caused by the Association in gaining access to the Dwelling Unit in accordance with Florida Statutes Section 718.111(5).

15. PARKING:

No vehicle belonging to a Dwelling Unit Owner or lessee or to a member of the family or guest, tenant, employee, or invitee of a Dwelling Unit Owner or lessee shall be parked in such a manner as to impede or prevent access to another Dwelling Unit Owner's or lessee's parking space. Dwelling Unit Owners and lessees, their respective employees, invitees, servants, agents, visitors, licensees and families shall obey parking and traffic regulations promulgated in the future for the safety, comfort and convenience of the Dwelling Unit Owners. No motor vehicle which cannot operate on its own power shall remain within the Condominium Property or the Association Property for more than twelve (12) hours, and no repair of vehicles, except for emergency repairs, shall be made within the Condominium Property or the Association Property.

16. STORAGE AREAS:

Dwelling Unit Owners are responsible to see that nothing is placed in the storage areas which would create a fire hazard.

17. DESTRUCTION OF PROPERTY:

Neither Dwelling Unit Owners, their family members, lessees, nor guests shall mar, damage, destroy, deface or engrave any part of a building. Dwelling Unit Owners shall be financially responsible for any such damage.

18. FOOD AND BEVERAGE:

Food and beverage may not be prepared or consumed, except in the Dwelling Units or in such other areas as may from time to time be designated by the Board.

19. COMPLAINTS:

Complaints regarding the management of the Condominium Property or the Association Property or regarding actions of other Dwelling Unit Owners shall be made in writing to the Association.

20. PETS:

A. The keeping of a dog or other domestic pet in the Condominiums is not a right of a Dwelling Unit Owner but is a conditional license. This conditional license is subject to termination at any time by the Board upon a finding that a dog or other pet is vicious, is annoying to the other residents, or has in any way become a nuisance. The pet owner assumes liability for all damage to persons or property caused by the pet or resulting from its presence in a Condominium or on the Association Property.

B. The license is subject to the following conditions:

(i) The execution of a Pet Permission Agreement, a copy of which is attached as Exhibit 1 to these Rules and Regulations.

(ii) All pets must be on a leash at all times when outside of a Dwelling Unit Owner's Dwelling Unit.

(iii) Because of the limited size of the grounds, a dog must not be curbed at any place on the Condominium Property or the Association Property.

(iv) Pets may be walked and exercised only in designated exterior areas. A Dwelling Unit Owner shall immediately pick up and remove any solid animal waste deposited by his pet.

21. COMMERCIAL TRUCKS, TRAILERS, CAMPERS AND BOATS:

No motorcycle, trailer, boat, recreational vehicle, camper, mobile home, motorhome, van, camper, truck, commercial vehicle or other vehicle, other than four-wheel passenger automobiles and other four-wheel passenger vehicles determined acceptable by the Board, shall be permitted on any portion of the Condominium Property or the Association Property, except for trucks furnishing goods and services during the daylight hours and except as the Association may designate for such use by appropriate rules and regulations. For the purposes of this paragraph, a van or truck which is not fully windowed shall be considered a commercial vehicle. The Association shall have the right to authorize the towing away of any vehicles which violate the Declaration or these Rules and Regulations of the Association, with the costs to be borne by the Dwelling Unit Owner or violator.

22. LOADING AND UNLOADING ZONE:

Loading and unloading may occur only in the designated exterior areas between the hours of 8:00 a.m. and 8:00 p.m.. Monday through Saturday. The Association shall be notified in advance of any loading or unloading to take place in order to prepare an elevator for the transport of the freight. Only the elevator so prepared may be used to transport freight.

23. PROHIBITED ACTIVITIES:

Playing, bicycle riding and roller skating is not permitted in the public halls, stairways or lobby. No activity is permitted which interferes with the operations of the elevators. Reasonable supervision must be exercised when playing on the Condominium Property and the Association Property. Adults residing in a Dwelling Unit are responsible for ensuring their children's compliance with these Rules and Regulations.

24. BICYCLES:

Bicycles must be placed or stored in the designated exterior areas, if any.

25. ROOF:

Dwelling Unit Owners, their family members, lessees and guests are not permitted on any roof for any purpose whatsoever.

26. COMMERCIAL PROHIBITION:

Subject to the Declaration, no Dwelling Unit may be used or occupied for any commercial or business purpose.

27. RECREATION CENTER AND POOL:

The recreation center, pool and other common facilities shall be used only in accordance with any Rules and Regulations promulgated with respect thereto.

28. FIRE DOORS:

Dwelling Unit Owners are not to use fire doors for ingress and egress.

29. GUESTS:

Dwelling Unit Owners and lessees shall notify the Association, in advance by written notice, of the arrival and departure dates of guests who have permission to occupy the Dwelling Unit in the absence of the Dwelling Unit Owners and lessees. Dwelling Unit Owners and lessees should have the guests check in at the Association office upon arrival in order that service can be extended to them in the way of telephone calls coming into the Association office, incoming mail or any emergency which may arise.

30. FACILITIES:

The facilities of the Condominiums and the Association are for the exclusive use of Dwelling Unit Owners, their family members, their approved lessees, guests and invitees. Any damage to the buildings, common areas, limited common elements or equipment caused by any Dwelling Unit Owner, his family member, lessee, guest or invitee shall be repaired at the expense of the Dwelling Unit Owner.

31. SOLICITATION:

There shall be no solicitation by any person anywhere in Sandpiper Isle for any cause, charity, or for any other purpose whatsoever, unless specifically authorized by the Board.

32. ENFORCEMENT OF RULES AND REGULATIONS:

The procedure for enforcing these Rules and Regulations shall be as follows:

A. First Offense (1st Notice)

When the Association becomes aware of noncompliance of a rule or regulation by a Dwelling Unit Owner, family member, guest, invitee or lessee, it shall send a certified letter to the Dwelling Unit Owner advising him of the rule which he has been accused of violating and warning that strict compliance with these Rules and Regulations will be required. Each day on which a violation occurs shall be deemed to be a separate offense.

B. Second Offense ~2nd Notice)

If a second report that a violation has been repeated or has been

continued beyond the time specified within the first notice, the Board, after verifying the violation, may authorize a fine to be levied upon the Dwelling Unit Owner. The fine for a second offense may not exceed the maximum amount permitted by the Act. Notice of a second violation shall be sent to the Dwelling Unit Owner by certified mail.

C. Third Offense (3rd Notice)

If a third report that a violation has been repeated or has continued beyond the time specified within the second notice, the Dwelling Unit Owner may be charged a fine in an amount not to exceed the maximum amount permitted by the Act, following verification of the violation by the Board.

D. Fourth Offense

For repeated offenses or in any case where the Board deems it appropriate, the Board may seek injunctive relief through court action. In addition, a fine may be levied on the basis of each day of a continuing violation, with a single notice and opportunity for hearing, provided that no such fine shall in the aggregate exceed the amount set forth in Section 718.303(3) of the Act.

E. Exemptions

Any Dwelling Unit Owner may appear before the Association to seek an exemption from or variance in the applicability of any given rule or regulation as it relates to said person on grounds of undue hardship or other special circumstances.

33. ASSESSMENTS:

A Dwelling Unit Owner who fails to timely pay any Neighborhood Assessment shall be charged a late charge by the Association for such late Neighborhood Assessment in an amount not to exceed the maximum amount permitted by the Act. Dwelling Unit Owners shall be responsible to pay all court costs and legal fees incurred in connection with the collection of late Neighborhood Assessments whether or not an action at law to collect said Neighborhood Assessment and foreclose the Association's lien has been commenced. The Board has authorized the following schedule of fees for such circumstances:

A. Fifty Dollars (\$50) for warning letter to a Dwelling Unit Owner that he is delinquent in the payment of his Neighborhood Assessment.

B. One Hundred Fifty Dollars (\$150) for a Claim of Lien, plus recording costs of \$6.60 and sending of Notice of Intention to Foreclose;

C. Fifty Dollars (\$50) for any subsequent Claims of Lien, plus recording costs of \$6.60;

D. One Hundred Dollars (\$100) for a Satisfaction of Lien, plus recording costs of \$6.60; and

E. Any further action would require an hourly computation of attorney and paralegal time spent pursuing collection of such unpaid Neighborhood Assessment.

34. FINES:

Before levying a fine against a Dwelling Unit Owner for failure to abide by any provision of the Declaration, the Bylaws or these Rules and Regulations, the Board shall:

A. Afford the Dwelling Unit Owner against whom the fine is sought to be levied an opportunity for hearing before a committee of other Dwelling Unit Owners ("Committee") appointed by the Board after reasonable notice of not less than fourteen

(14) days. Said notice shall include:

1. A statement of the date, time and place of the hearing;
2. A statement of the provisions of the Declaration, Bylaws or Rules and Regulations which have allegedly been violated; and
3. A short and plain statement of the matters asserted by the Association.

B. Provide an opportunity to the Dwelling Unit Owner against whom the fine may be levied to respond, present evidence and provide written and oral argument to the Board and the Committee on all issues involved and shall have an opportunity to review, challenge and respond to any other material considered by the Association. If the Committee does not agree with the fine, the fine may not be levied.

35. REVOCABLE:

Any consent or approval given under these Rules and Regulations by the Association shall be revocable at any time by the Board.

36. OCCUPANCY AND USE RESTRICTIONS:

Dwelling Unit Owners should refer to the Occupancy and Use Restrictions contained in Article 17 of the Declaration which are binding upon all Dwelling Unit Owners, including prior Association approval of any lease of a Dwelling Unit.

37. RULES AND REGULATIONS:

These Rules and Regulations may be modified, added to or repealed at any time by the Association.

38. NOTICE:

Notice of meetings of the Dwelling Unit Owners and the Board of Directors, as applicable and in accordance with the provisions of the Act, shall be posted (at a location to be designated by the Board) at least fourteen (14) continuous days preceding such meeting (except as otherwise provided by the Act).

39. MEETINGS:

With regard to meetings of the Board of Directors of the Association and meetings of the Members of the Association (collectively referred to herein as "Meetings"), the following rules shall apply:

A. The Right of Dwelling Unit Owners to Speak at Meetings

A Dwelling Unit Owner shall have the right to speak at a Meeting provided the Association has received a written request at least forty-eight (48) hours in advance of the scheduled Meeting. The following restrictions shall apply:

1. The Dwelling Unit Owner may speak at the start of the Meeting. The vote of the Board or the Members, as applicable, will not be taken until the Dwelling Unit Owner has spoken.
2. The Dwelling Unit Owner may speak for no longer than three (3) minutes, unless the Board votes at the Meeting to extend the time allotted to the Dwelling Unit Owner.
3. The Dwelling Unit Owner may speak only on matters specifically designated on the agenda.

4. The Dwelling Unit Owner may speak only once at a Meeting.

B. The Right of Dwelling Unit Owners to Tape Record or Videotape Meetings

A Dwelling Unit Owner shall have the right to tape record or videotape a Meeting provided the Association has received a written request at least forty-eight (48) hours in advance of the scheduled Meeting. The following restrictions shall apply:

1. The audio and/or video equipment and devices *must* not produce distracting sound or light emissions, nor may such equipment and devices require the use of electrical outlets.

2. The audio and/or video equipment must be assembled and placed in position in advance of the scheduled time for the commencement of the Meeting. Equipment may not be placed on the table where the Board is seated; a front row seat will be reserved for the Dwelling Unit Owner and a tripod may be set up, but only at a height which does not obstruct the line of sight from other seats in the meeting room.

3. The Dwelling Unit Owner videotaping or recording the Meeting shall not be permitted to move about the meeting room in order to facilitate the recording.

By Resolution of the Board of Directors of Sandpiper Isle Condominium Association, Inc.

Sandpiper Isle Condominium Association, Inc.

Grounds and Building Modification

Name of Owner making request: _____

Building address/unit # : _____

Phone number and/or E-mail address where you can be reached regarding this request:

The following modification/addition/replacement is being requested (please describe in detail, including material, color(s), sizes if applicable). Please include the following:

- Name of company performing work
- Certificate of insurance from contractor
- Copy of license
- Permits where applicable
- Attach drawings to this form or use reverse side to sketch

I/we hereby make application to the Sandpiper Isle Board for the above-described modification to be approved on behalf of the Board of Directors.

I/we understand that approval of our request must be granted before the job can be started.

Signature of applicant(s) _____

Please return form and all information to:

J.E.M. Property Management
4833 Martinique
Naples, FL 34119
Phone # (239) 595-7585 fax # (239) 254-9245
E-mail: manager@sandpiperisle.net
and
Jack.Erickson@comcast.net

Date: _____

Approval: _____ Disapproval: _____

Comments: _____

Sandpiper Isle Condominium Association, Inc.

Clubhouse Reservation Request

Please return the completed form and your \$50.00 check which will be refunded if clubhouse has been properly cleaned and has not been damaged after the event:

SANDPIPER ISLE CONDOMINIUM ASSOCIATION, INC.

*c/o Deavers Ditmar & Flynn
3920 Via Del Rey, Ste.3
Bonita Springs, FL 34134
Phone (239) 992-1973 *Fax (239) 947-2059*

Requested Date of Reservation: _____

Time frame: From _____ to _____

Type of Activity: _____

The undersigned will be held responsible for all cleanup of the clubhouse amenity and any damage to the clubhouse and/or amenity area. Cleanup must be done immediately following the event. Deposit will be returned based upon condition of clubhouse.

Printed Name _____

Signature _____

Date: _____ Address/ Unit #: _____

Phone Number: _____

Approved: _____ Denied: _____

Approved with the following conditions:

Security Deposit Received by: _____

Signature and date _____

Inspection approval: _____ Date inspected _____

Check # / Amount: _____

Date Security Deposit Refunded/Mailed: _____

Sandpiper Isle Condominium Association, Inc.

Notification of Family / Guest Occupancy

(For use in the absence of Owner)

Owner: _____

Address: _____ Unit # _____

Relationship to Owner: _____

Dates of Occupancy: From _____ To _____

_____ (Insert) Number of family members/guests (including children) to occupy unit.

List names of all names (adults/children) and include ages of children:

1. _____

2. _____

3. _____

4. _____

Permanent Address: _____

City / State / Zip: _____

Vehicle: Make/Year _____

Color _____ License tag #/state _____

I/we acknowledge receipt, have read, understand, and will abide by the rules and regulations of this association.

Signature _____ Date _____

Please return this completed form prior to arrival:

J.E.M. Property Management
4833 Martinique
Naples, FL 34119
Email to: manager@sandpiperisle.net

Sandpiper Isle Condominium Association, Inc.

Sandpiper Isle Condominium Association Lease Application

J.E.M. Property Management
4833 Martinique
Naples, FL 34119
Attn: Jack Erickson, CAM
Fax: 239-254-9245

This application must be admitted along with a non-refundable processing fee of \$100.00 and a \$500.00 security deposit to the Board of Directors via J.E.M. Property Management, LLC at least 5 days prior to the start of any lease. Make checks payable to: "Sandpiper Isle Condo Association." NO NEW TENANTS MAY MOVE INTO SANDPIPER ISLE WITHOUT PRIOR APPROVAL OF THE BOARD OF DIRECTORS AND NO LEASE MAY BE FOR LESS THAN A 30-DAY PERIOD. NO PETS ARE PERMITTED IN RENTAL UNITS.

Unit # _____ Owner _____

Owner's Address _____

Owner's Phone # _____ Term (Dates) _____

Personal Information: Applicant Spouse/Co-Applicant

Lessee(s) Names: _____ _____

Vehicle(s): _____

Year/Make/Model/Color _____

Will anyone other than those listed above occupy this unit? _____ No _____ Yes

If yes, who? _____

Residential History:

Present Address: _____

How Long? _____

Phone #: _____

Emergency Contact

Name/Relationship: _____

Address: _____

Phone #: _____

References (2) – Please give names, address and phone numbers:

1. _____

2. _____

Please read the following and sign this application

I have received and read a copy of the Sandpiper Isle Condominium Associations' Rules and Regulations along with this application. I understand these Rules and Regulations and Use Restrictions and agree to abide by them as long as I reside at Sandpiper Isle Condominiums. I understand that failure to do so could be cause for eviction and/or forfeiture of my security deposit.

Applicant's Signature: _____ Date: _____

Co-Applicant's Signature: _____ Date: _____

Unit Owner's OR Licensed Rental
Agent's Signature: _____ Date: _____

Approvals:
Association Manager: _____ Date: _____

Board Member: _____ Date: _____

If application is denied, give reason:

SANDPIPER ISLE CONDOMINIUM ASSOCIATION, INC.

SALES APPLICATION

C/O J.E.M. Property Management
4833 Martinique
Naples, FL 34119
Phone (239) 595-7585 Fax (239) 254-9245

This application must be submitted along with a non-refundable processing fee of \$100.00 made out to "Sandpiper Isle Condominium Association" c/o J.E.M. Property Mgmt. 30 days prior to the sale.

Unit # _____ Owner _____

Owner's Address _____

Owner's Phone # _____ Date _____

PERSONAL Information: Applicant Spouse/Co-Applicant

Buyer(s) Names: _____ _____

Vehicle(s): _____ _____

Year/Make/Model/Color: _____ _____

Will anyone other than those listed above occupy the unit? _____ No _____ Yes

If yes, whom? _____ Pets? If yes, describe _____

Residential History:
Present Address: _____

How Long?: _____ Phone #: _____

References (2) – Please give names, addresses and phone numbers:

1. _____

2. _____

Please read the following and sign this application:

I have received and read a copy of Documents and Rules and Regulations. I understand and agree to abide by the same.

Signed: _____ Date: _____

Printed Name: _____

Sandpiper Isle Condominium Association, Inc.

PET REGISTRATION:

Owner: _____ Bldg: _____ Unit #: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home phone #: _____ Work/Cell #: _____

Type of Pet: _____ Breed: _____ Name: _____

Veterinarian Name: _____ Phone #: _____

Copy of immunization records and photo of pet are to be attached.

I/we understand that any falsification of information or failure to register my pet may result in denial of approval to keep pet by the Board of Directors AND further understand our responsibility for the actions of my pet and have read the rules/regulations regarding the control of my pet.

Signature(s) of Owner(s): _____

Printed names: _____

Association Approval Date: _____

Please forward above to:

J.E.M. Property Management
4833 Martinique
Naples, FL 34119

Phone #: (239) 595-7585
Fax #: (239) 254-9245
E-mail: Jack.Erickson@comcast.net

Insert Date

Name:

Dear Sandpiper Isle Renter,

The Sandpiper Isle Condominium Association would like to welcome you and your family to our community. Sandpiper Isle is a private residential condominium community. As such we do not have a full-time, on-site staff. If you have questions or problems with your unit or with the shared facilities, you must contact your rental agent or the specific condo owner directly - not the Association's manager. Phone numbers for your rental agent and owner will be posted in your rental unit. Most of the units are occupied by owners during the winter months; only about 10 percent are rented. Please be a "good neighbor" and obey the rules so that you and others may continue to enjoy spending a month or two at Sandpiper Isle.

Attached are the specific regulations governing the use of the facilities by renters which you are required to read, sign and return to your rental agent or owner. For your convenience, your rental agent or owner will also give a copy of these regulations to you. Please communicate these regulations to your family and guests.

You are required to fill out and sign the application for lease approval and the proposed lease form. An application fee of \$50 is due to the Pelican Landing Community Association. Approval or disapproval will be given by the Association within (15) business days. If disapproved the reason shall be included in the notice of disapproval.

Entry onto the Sandpiper Isle property constitutes acceptance of all of these regulations. Violations may result in the loss of your security deposit of \$500, additional assessments if necessary or other actions, including eviction from the rental unit or denial of use of the common areas and facilities.

Sincerely,

Sandpiper Isle Community Association

Sandpiper Isle at Pelican Landing Rental Occupancy Regulations

1. Occupancy:

The maximum number of people that may sleep in your unit will be specified on your rental agreement. Overnight guests are limited to the maximum occupancy limits. The maximum number of Day guests will also be specified on your rental agreement. House parties and large gatherings exceeding the maximum occupancy are prohibited. A guest is defined as one, other than a family member, who is on the premises at the specific invitation of the owner or lessee. It is expected that such use of the facilities does not interfere with the rights of others.

2. Renter/Guest Passes:

Renter/Guest passes for the use of Pelican Landing amenities may be picked up at the Pelican Landing Community Building at 24501 Walden Center Drive. A pass for entry to the PLCA community can be picked up at any entrance gate and must be displayed prominently on the dashboard at all times.

3. Parking:

Each condominium has driveway space as well as a one or two car garage. Guest parking is available on a limited basis in some locations. Daytime parking along the roadway is allowed, but do not park on the grass as there are irrigation heads in the sod close to the roadways that break when driven over.

- Overnight parking is permitted only in assigned or marked paved parking spaces.
- Owners and renters may not keep more than two vehicles on the condominium property.
- Parking of RV's, motorboats, motorcycles, trucks, commercial vans, motor homes or trailers of any type on condominium property is prohibited.

4. Speed Limit:

The speed limit on the roads in Sandpiper Isle is 15 mph.

5. Quiet Hours:

Please respect quiet time between 11 PM and 7 AM - especially on open decks and screened porches. No renter shall make noises at any time that would ordinarily be considered disturbing in the building, on the lanai or patio or in common areas or permit his family or visitors to do so.

6. Pets:

Renters and/or their guests are NOT allowed to have pets at Sandpiper Isle at any time.

7. Children:

Children under age 14 must be supervised by an adult responsible for their actions in all parts of the facilities. Children under age 8 are not permitted in the spa.

All children are the sole responsibility of the parent or guardian. Parent or guardian will be held liable for misconduct, damages or violations of condominium roles.

8. Trash:

Garbage and recycling are picked up at the curb in front of the units. Recycling is on Thursdays and garbage on Fridays. Cans are provided for garbage and the blue bins for recycling. Place newspapers in bags next to the bin and put other recyclables (cans, glass, cardboard and plastic) in the bins. These can be placed out Monday night or Tuesday morning. Any garbage or recycling left after your departure prior to garbage pickup should be left in the garage to be set out by the cleaners on the proper day. Do NOT place on the curb before Wednesday night for recycling or Thursday night for garbage. All containers should be removed no later than the evening of the pickup.

9. Pool and spa:

No lifeguard is present, use pool at your own risk.

1. Pool and spa hours are dawn to dusk.
2. An adult must be present and attentive while a child under 13 is in the pool or spa. All children are the sole responsibility of the parent, grandparent or guardian.
3. Large inflatables and flotation devices shall not be used in the pool. Swimming aids are permitted in the pool.
4. Children not toilet trained must use a protective suits such as "little Swimmers" made by *Luv's or Huggies* in the pool.
5. Pregnant woman, people with health problems or people using alcohol, narcotics or drugs that cause drowsiness should not use the spa or pool without first consulting a doctor.
6. No diving or jumping into the pool or spa. No games involving running, horseplay, balls, Frisbees, etc. are allowed in any part of the pool/spa/clubhouse facility.
7. Loud noises (shouting, squealing or screeching) must be kept to a minimum. Boisterous conduct is not permitted in the pool area at any time. Radios, tape or CD players, etc., should be used only with headphones.
8. Shower before entering pool or spa. Food and drink may be consumed only in the clubhouse or at the dining tables on the patio. Users must clean up, including the grill. Nothing should be left in the clubhouse refrigerator.
9. No glass or other breakables are permitted in the outdoor facilities, the fitness center or the changing rooms.
10. No smoking in the pool/spa or around the pool deck that includes the table/chairs-lounges in the outdoor patio area.
11. Pool furniture may not be reserved while users are away from the facilities.
12. Authorized personnel adjust pool and spa temperatures.
13. Maximum pool capacity is 21 and spa is 5.

**Residents are responsible for enforcement.
Pelican Landing Privacy Office 947-8563**

10. Security:

The cooperation of all occupants is a necessity. It is suggested that Unit Doors be locked at all times. Report any suspicious person, incident or strange vehicle immediately to the Pelican Landing Privacy Office 947-8563.

11. Use of Recreational Facilities:

- a. It is expected that the use of the recreational facilities (meeting rooms, kitchen, fitness room, pool and spa) does not interfere with the rights and enjoyment of others. Swimming and other use of the recreational facilities shall at all times be solely at the risk of the individuals involved, and in no event that of the Association or its members.
- b. Smoking is not permitted in the meeting rooms, kitchen or fitness room.
- c. The entrance gate must be kept locked at all times.

12. Fitness Center:

- a. Persons shall consult their doctor before using the gym.
- b. Exercise equipment is to be used only for working out in the fitness center.
- c. Equipment should be wiped off after use.
- d. No food or drink other than water is allowed in the fitness center.
- e. Proper attire, including workout shoes is required. Bare feet are not permitted.
- f. Users should read and heed instructions for each piece of equipment.
- g. Personal exercise equipment may not be placed in the fitness center without prior board approval.
- h. Lockers are for the use of everyone, permanent locks are not allowed.

13. Barbecues, Grills/Outdoor Cooking:

The use of cooking grills in a condo unit, on balconies, porches, patios or lanais is prohibited. Grills may be used only on the driveway assigned to a unit at least ten feet from the building. Outside storage of grills is prohibited. Gas grills are available for use by everyone at the pool

14. Prohibited Activities:

Playing, bicycle riding and roller skating are not permitted in the public halls, stairways or lobby. No activity is permitted which interferes with the operation of the elevators in the midrise. Reasonable supervision must be exercised with children playing on the Condominium Property and the Association Property. Adults residing in a Dwelling Unit are responsible for ensuring their children's compliance with these Rules and Regulations.

15. Miscellaneous

- a. No clothesline or other similar device shall be allowed in any portion of the Condominium Property other than within a Dwelling.
- b. Garage doors shall be kept closed except when in use.
- c. No signs, advertisements, notices or lettering may be exhibited, displayed, inscribed, painted or affixed in or upon any part of the common elements or any part of a unit so as to be visible outside the unit.
- d. The Association has the right to enter any Dwelling Unit in case of emergency.

Sandpiper Isle Condominium Association, Inc.

WORK REQUEST

Date Submitted: _____

Category: Landscaping Irrigation Building Maintenance Pool/Spa St Light

Location: (please be specific to address and proximity) _____

Cost estimate needed: yes no

Payment responsibility: Association Owner

Person requesting:

Name _____

Phone # _____

Email: _____

Address _____

Approval: yes no insufficient information. Authorized by _____

If denied or insufficient information: (explanation): _____

Status: Open Pending Closed Date: _____

J.E.M. Property Management
4833 Martinique
Naples, FL 34119
Attn: Jack Erickson, CAM
Fax: 239-254-9245

This work order is to be sent via email to: manager@sandpiperisle.net
Please use this address as it automatically processes copies of the request to the appropriate board representative thus insuring proper handling.