



Ocean Dunes Checklist

Please use this checklist to help ensure your application is complete and ready to be submitted.

- **For Sales:**

- Resale Application Page
- Vehicle Information Page
- Deed Restricted Community Page
- Pet Page
- Email Authorization
- Maintenance Fee Payment Options
- Disclosure Summary
- Voting Certificate
- Grounds & Building Rules Acknowledgement
- Copy of executed Sales Contract
- Ocean Dunes application fee \$100.00

- **For Leases:**

- Lease Application Page
- Vehicle Information Page
- Deed Restricted Community Page
- Grounds & Building Rules Acknowledgement
- Copy of executed Lease Contract
- Ocean Dunes application fee \$100.00

Please make sure when submitting your application all documents, and fees are included.

***** If an application is submitted that is ***NOT*** complete, it will ***NOT*** be accepted and/or processed. Please ensure that you have all the required information, forms and signatures to avoid any delay(s) in the approval of your application.

***Please submit and/or send all complete applications and fees to Watson Association Management, LLC office located at 430 NW Lake Whitney Place, Port St. Lucie, FL 34986**

430 NW Lake Whitney Place, Port St. Lucie, FL 34986
435 S. Yonge Street #3, Ormond Beach, FL 32174
1410 Palm Coast Parkway NW, Palm Coast, FL 32137

Phone 772.871.0004 Fax 772.871.0005
Phone 386.252.2661 Fax 386.673.4943
Phone 386.239.1555 Fax 386.246.9271



Association Management

LEASE/RESALE APPLICATION

Property Address: _____ Date: _____

APPLICANT INFORMATION:

Applicant Name: _____ Active Military Service Member ____ Yes ____ No

Co-Applicant Name: _____ Active Military Service Member ____ Yes ____ No

Present Address: _____

Applicant Phone: _____ Co-Applicant Phone: _____

Any other occupants? ____ If so, please list the name, age & relationship: _____

Do you intend to:

- Live in the unit as a primary residence
- Maintain the unit as a secondary residence
- Offer the unit as a rental

Applicant's employers name/Job Title: _____ No. of years there: _____

Address: _____ Phone: _____

Co-Applicant employers name/Job Title: _____ No. of years there: _____

Address: _____ Phone: _____

Please list the name & number of the nearest relative in case of an emergency:

Name: _____ Phone: _____

Address: _____

- ◆ I/WE FULLY AUTHORIZE INVESTIGATION OF ALL ANSWERS AND REFERENCES GIVEN.
- ◆ I/WE HEREBY AGREE TO ABIDE BY ALL DOCUMENTS AND RULES & REGULATIONS OF OCEAN DUNES OF HUTCHINSON ISLAND CONDOMINIUM ASSOCIATION INC., A COPY OF WHICH DOCUMENT I HAVE RECEIVED FROM LESSOR/SELLER.

{ IF SELLER/LESSOR FAILS TO PROVIDE A SET OF DOCUMENTS TO BUYER/LESSEE, A COPY WILL BE MADE AVAILABLE BY THE ASSOCIATION MANAGEMENT COMPANY AT A COST OF \$50.00 PER DOCUMENT COPY. }

PLEASE NOTE:

- ◆ *No unit shall be rented or leased for a period of less than 90 days.*
- ◆ *A copy of the sales contract or lease must be attached to this application.*
- ◆ *Renters are not permitted to sub-lease at any time.*

Purchaser/Lessee: _____ Date: _____

Purchaser/Lessee: _____ Date: _____

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Association Management

APPLICATION FOR VEHICLE PERMIT

Name: _____ Phone: _____

Name: _____ Phone: _____

Street Address: _____

City: _____ State: _____ Zip: _____

DESCRIPTION OF VEHICLE:

VEHICLE #1:

Make: _____ Model: _____ Year: _____

Color: _____ Gross Weight: _____ VIN: _____

Vehicle Tag: _____ State: _____

VEHICLE #2:

Make: _____ Model: _____ Year: _____

Color: _____ Gross Weight: _____ VIN: _____

Vehicle Tag: _____ State: _____

Vehicle 1 registered to: _____

Vehicle 2 registered to: _____

Signature _____ Date _____ Signature _____ Date _____

***ALL INFORMATION ON THIS FORM MUST BE COMPLETED

***ANY CHANGES IN USE OR APPEARANCE OF THE ABOVE DESCRIBED VEHICLE(S) MUST BE SUBMITTED TO THE BOARD OF DIRECTORS WITH A NEW VEHICLE PERMIT APPLICATION

FOR ASSOCIATION USE ONLY

The above application is approved _____ not approved _____

Reason for non-approval: _____

Signer: _____ Position: _____ Date: _____

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PLEASE ADVISE US OF ANY ANIMALS TO BE RESIDING IN THE HOME

- Dogs which are household pets shall always whenever they are outside a unit be confined on a leash held by a responsible person.
- An owner shall immediately pick up and remove any solid animal waste deposited by his pet on the properties, including the common areas and the exclusive neighborhood common area.
- The size of pets of any kind shall be limited to **20lbs or less.**
- **Tenants are not permitted to have pets. Guests and visitors of owner-residents shall not be permitted to bring any dog or other.**

Pet? Yes _____ No _____

Pet Type: _____ Breed: _____ Weight: _____ Name: _____

Pet Type: _____ Breed: _____ Weight: _____ Name: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

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**Deed Restricted Community**

I/We understand that we are moving into a deed-restricted community. I/We hereby agree to abide by all Documents and Rules and Regulations of OCEAN DUNES OF HUTCHINSON ISLAND CONDOMINIUM ASSOCIATION, INC., a copy of which I/We have received from the owner.

If purchasing, I/We understand that I/We will receive the condominium's association coupon payment book for the quarterly dues from the seller at closing (if applicable).

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Buyer / Lessee
Signature _____ Date: _____

Buyer / Lessee
Signature _____ Date: _____

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EMAIL CONSENT FORM

A new Florida statute states it is against the law to send mass emails to owners without their written consents. By completing, signing, and returning this form, you are authorizing the Board of Directors of the Ocean Dunes of Hutchinson Island Condominium and Watson Association Management to email notifications of Association meetings, minutes or other correspondence in lieu of receiving them by regular mail. Your email address will **not** be used for any other purpose than those listed in the previous sentence.

I also understand that Annual owner meetings and Special Meetings requiring membership voting or establishing a quorum will NOT be sent via E Mail but via regular or certified mail as prescribed by law.

Yes

I authorize Ocean Dunes of Hutchinson Island Condominium and Watson Association Management to email me appropriate meeting notices, minutes, reports, and other correspondence.

Email Address: _____

Property Address: _____

Phone Number(s): _____

Signature(s): _____

Printed Name(s): _____

No

I do not want to receive emails from Ocean Dunes of Hutchinson Island Condominium and Watson Association Management.

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MAINTENANCE FEE PAYMENT OPTIONS

- Option 1:** Coupon Book (for mailing payments)

or

- Option 2:** Direct Payments (ACH Debits): Please complete the following, and return same with this Resale Application:

Association Name: Ocean Dunes Account Number _____

I (we) hereby authorize CenterState Bank, to initiate debit entries from the bank account indicated below for the benefit of the depository named below. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law. *I (we) confirm that the source of the funds for payment of these debit entries will NOT originate from a Financial Agency's office located outside the territorial jurisdiction of the United States.*

Bank Name _____

Branch _____

City _____ State _____ Zip _____

Routing Number _____

Account Number _____

This authorization is to remain in full effect until the Originator has received written notification from the bank account owner(s) of any termination. This should be done in a suitable manner to allow all parties involved the opportunity to process any changes within a reasonable amount of time.

Name (please print) _____

Name (please print) _____

Account Holder Signature _____ Date _____

Account Holder Signature _____ Date _____

Note: In case of revoked authorization, written notification must be made to the originator no later than 15 days before the effective date of the next transaction.

Please attach a VOIDED check

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Disclosure Summary For Ocean Dunes of Hutchinson Island

1. As a purchaser of property in this community, you will be obligated to be a member of a condominium association.
2. There have been recorded restrictive covenants governing the use and occupancy of properties in this community.
3. You will be obligated to pay maintenance assessments to the association. Assessments may be subject to periodic change. The current amount is **\$1800.00** per quarter.
4. You may also be obligated to pay any special assessments that may be imposed by the association.
5. You may be obligated to pay a special assessment to the respective municipality, county, or special district. All assessments are subject to periodic change.
6. Your failure to pay any of these assessments could result in a lien on your property.
7. The statements contained in this disclosure form are only summary in nature and, as a prospective purchaser you should refer to the covenants and the association governing documents before purchasing property.
8. These documents are matters of public record and can be obtained from the record office in the county where the property is located or from Watson Association Management, LLC for a fee.

Purchaser: _____ Date: _____

Purchaser: _____ Date: _____

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(SALES ONLY)

VOTING CERTIFICATE
Ocean Dunes of Hutchinson Island Condominium Association, Inc.

Know all men by these present, that the undersigned is the record owner (s) In Ocean Dunes of Hutchinson Island Condominium Association, Inc. shown below, and hereby constitutes, appoints and designates:

(Insert one owners name above)

As the voting representative for the CONDOMINIUM ASSOCIATION unit owned by said undersigned pursuant to the by-laws of the Association.

The voting representative is hereby authorized and empowered to act in the capacity herein set forth until the undersigned otherwise modifies or evokes the authority set forth in this voting certificate.

Dated this _____ day of _____, 20_____.

Signature

Signature

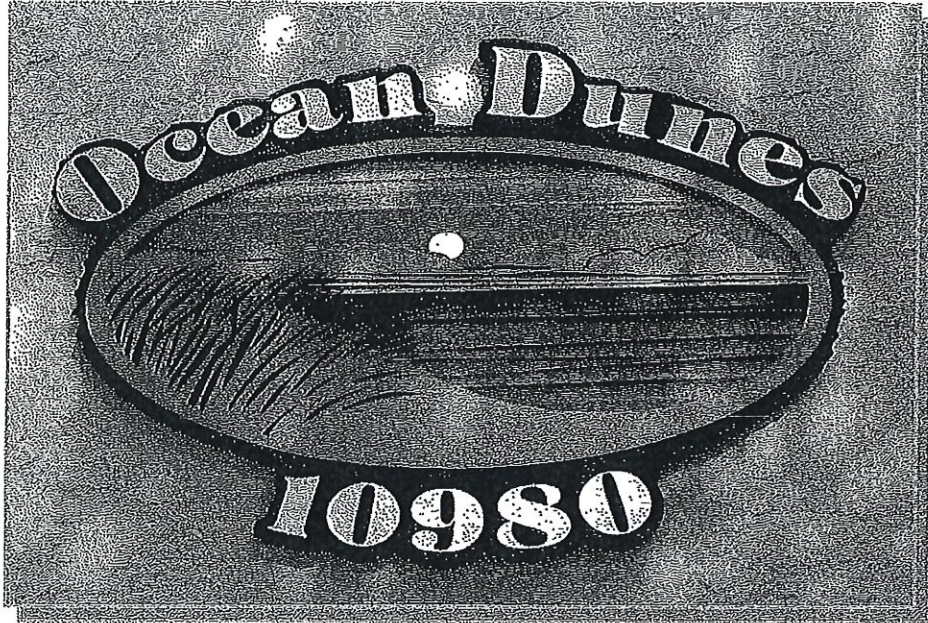
(Unit owner's signature – If jointly-owned, both owners' signatures required)

Property Address _____
Jensen Beach, FL 34957

When there is a corporation or partnership as owners of the property, then a voting representative must be appointed by the corporation or partnership and becomes the representative. All owners must sign this form to acknowledge this appointment.

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****PLEASE READ AND SIGN PAGE 10



GROUPS AND BUILDING RULES

**OCEAN DUNES OF HUTCHINSON ISLAND
CONDOMINIUM ASSOCIATION, INC.
10980 S. Ocean Drive / Jensen Beach, FL 34957
772-229-2244**

OCEAN DUNES OF HUTCHINSON ISLAND
CONDOMINIUM ASSOCIATION, INC.
GROUNDS AND BUILDING RULES

I. PURPOSE AND SCOPE.

The Grounds and Building rules contained herein are in compliance with the provisions of the Certificate of Incorporation, the Declaration of Condominium of the Ocean Dunes of Hutchinson Island Condominium Association, Inc., and as authorized under the provisions of Chapter 718 of the Florida Statutes (The Condominium Act). These rules are adopted for the purpose of ensuring that all owners may enjoy and be proud of the building and facilities under conditions which provide maximum comfort, convenience and safety.

II. OWNERS' RESPONSIBILITIES.

Each owner or his properly authorized and approved lessee shall be responsible for the actions and conduct of his family members and for guests as they relate to compliance with the Declaration of Condominium and the Grounds and Building Rules of the Ocean Dunes of Hutchinson Island Condominium Association, Inc.

III. GUESTS AND VISITORS.

A guest is a person who is entertained by an owner or a member of his immediate family. When an owner is not present, guests may not in turn invite guests or visitors to use the facilities of the Condominium. An owner who is not in residence shall notify the Board of Directors in advance of the proposed occupancy of the condominium unit by any person other than the owner. The owner of the condominium unit shall make available to his guests a copy of the Grounds and Building Rules and appraise them of the importance of compliance with them.

IV. USE AND CARE OF PUBLIC AREAS.

- A. All porches, walkways, balconies and stairwells must be kept clean and free of all personal items and debris. Clothing, towels, shoes and other articles shall not be placed in passageways. No laundry, bathing suits, towels or other items shall be hung or displayed on railings, clotheslines or racks, walkways or private balconies.
- B. Children shall not be permitted to play or litter in the hallways, stairwells, elevator, walkways, driveways or parking areas.
- C. No public areas shall be decorated or furnished by any individual owner or group of owners in any manner, except with the written approval of the Board of Directors.

Ocean Dunes Grounds and Building Rules

- D. All waste shall be tightly wrapped or bagged before depositing in the trash containers or trash cute. Garbage is not considered trash and should be disposed of in the garbage disposer.
- E. No door-to-door solicitation shall be permitted unless prior written approval has been granted by the Board of Directors. This includes not-for-profit organizations.

V. PARKING SPACES AND DRIVEWAYS.

- A. There shall be no assigned parking spaces. Parking will be on a first come, first served basis.
- B. Horns should not be used while parked or standing in parking area. Racing engines or loud exhausts should be avoided.
- C. Car washing by members only is permitted in the designated car washing area, provided that water conservation is practiced.
- D. Parking lot spaces are not to be used for car storage. Cars left unattended in excess of 30 days will be removed at owner's expense.
- E. Parking is provided for automobiles only. No trailers, motor homes, commercial trucks or boats may be parked in parking area.

VI. ELEVATOR.

- A. Smoking is not permitted in the elevator. Elevator service shall not be delayed by using the HOLD button.
- B. In the event of power failure, elevator will return to the ground floor. Use elevator as little as possible during electrical storms. If at any time the elevator is not working and the alarm bell is ringing, call telephone numbers posted in the elevator. Do not rely on someone else to do it.

VII. BALCONIES, WINDOWS AND DOORS.

- A. No awnings, window guards, ventilation or air conditioning devices shall be placed on or about the common areas of the building, and no fixtures shall be placed on building walls.
- B. Folding storm shutters which meet the minimum standards of the South Florida Building Code for hurricane protection and which also meet the uniform design and color standard as established by the Board of Directors may be installed by owners at their expense. Deviations from these standards are not permitted. Approval shall be requested in writing from the Board of Directors.

Ocean Dunes Grounds and Building Rules

- C. Nothing shall be swept, poured, tossed or shaken off balconies or walkways, nor shall any dirt or refuse be swept or thrown from any portion of the condominium premises.
- D. No laundry, bathing suits, towels, carpets, or any other items shall be hung or displayed on railings, clotheslines or similar devices.
- E. No sign, notice, advertisement (e.g. For Sale or For Rent) or donation request shall be inscribed or exposed on any vehicle, at any window, door or other part of the building, nor shall any object be projected out of any window or door.
- F. Proper draperies, curtains, shades or blinds shall be hung at all windows and sliding glass doors. Newspapers, aluminum foil and sheets shall not be permitted.

VIII. BUILDING, STRUCTURE AND MAINTENANCE

- A. No structural changes or alterations within the condominium unit or any part of the building shall be permitted without prior approval of the Board of Directors and/or pertinent city, county or state approval.
- B. The maintenance and repair of all structural parts and all facilities, equipment and appliances within each condominium unit, including doors, windows, walls, air conditioning and heating units, water heaters, drains, plumbing and fixtures, etc., are the personal responsibility of the owner and at his own personal expense. Air conditioning units and water heaters should be serviced at regular intervals to insure proper operation and to prevent damage to other condominium units and hallways.
- C. The condominium is provided with a cable television antenna system. No condominium unit owner shall install or permit to be installed any antenna system outside his unit.
- D. Owners, lessees, or guests shall not be permitted to directly give orders or direction to any maintenance staff employee. All requests for service shall be made in accordance with instructions published by the Board of Directors.
- E. Cards that are 3" x 5" may be placed on a building bulletin board and will be removed periodically by the Board of Directors.

Ocean Dunes Grounds and Building Rules

IX. ROSTER OF OWNERS AND OCCUPANTS.

The Board of Directors shall maintain a roster of unit owners, their permanent legal addresses and their telephone numbers, local and long distance.

X. SWIMMING POOL AND POOL AREA.

- A. The swimming pool facilities are restricted for the use of owners or lessees, and their registered overnight guests.
- B. Any person with skin rashes or skin conditions or communicable disease is not permitted to use the pool. Persons with open cuts or skin abrasions are requested not to use the pool
- C. Glass containers of any kind are not permitted in the pool area.
- D. Refuse and similar trash shall be deposited in trash receptacles around the pool area. Cigarettes, cigars and pipe ashes shall be placed in sand receptacles.
- E. Pets shall not be taken to the pool or pool area at any time.
- F. No furniture or equipment shall be removed from the pool area by anyone at any time.
- G. Children under 12 must be supervised by a parent while in the pool area. Violation of this rule will mean loss of swimming privileges. Parents shall accompany and are responsible for the safety and behavior of their children in the pool area.
- H. No liability whatsoever is assumed by the Condominium Association for use of any facilities.
- I. No one shall use the swimming pool at night after the pool lights go out.
- J. No rafts or scuba tanks are permitted in the pool.
- K. There shall be no ball playing, running, shouting or excessive noise in the pool area.
- L. Furniture in the pool area shall be covered with a large towel before being used by swimmers having on lotions, oil or cream.
- M. Everyone must shower before entering pool.

Ocean Dunes Grounds and Building Rules

XI. TENNIS COURTS.

- A. The tennis court is for the exclusive use of property owners and their guests, and the lessees and their guests. The owners and lessees must accompany their guests at the tennis courts.
- B. All players must wear proper tennis shoes.
- C. Play is limited to one hour if others are waiting to play.
- D. Food and beverages are not allowed on the courts.

XII. ASSESSMENTS AND MAINTENANCE.

Assessments shall be payable at such times as may be fixed by the Board of Directors. All notices of assessments to the unit owners shall designate when they are due and payable. Assessments and installments thereof not paid when due shall bear interest from the due date at ten percent (10%) per annum. Maintenance charges shall be billed quarterly on January 1st, April 1st, July 1st and October 1st, payable in advance.

XIII. RESALES.

- A. The Condominium Act requires complete disclosure on resale's of condominium units. In processing a request for approval for resale, an owner shall certify that he has provided the prospective purchaser with the following documentation:
 - 1. A copy of the Declaration of Condominium;
 - 2. A copy of the Articles of Incorporation of Ocean Dunes of Hutchinson Island Condominium Association, Inc.;
 - 3. A copy of the approved operating budget for the current year, including the monthly charges for maintenance for the condominium unit to be sold to the prospective buyer;
 - 4. A copy of the Bylaws of Ocean Dunes of Hutchinson Island Condominium Association, Inc.;
 - 5. A copy of the Grounds and Building rules of Ocean Dunes of Hutchinson Island condominium Association, Inc.
- B. All of the above information shall be furnished to a prospective buyer prior to the execution of closing of the sale and before approval of a resale of a condominium unit by the Board of Directors. Assuming the purchaser meets the requirements for approval, the Board will require certification that the prospective purchaser has read the complete Documentation Package and is satisfied to purchase the Condominium unit, subject to all of the provisions of the Documentation Package.

Ocean Dunes Grounds and Building Rules

- C. The owner submitting an application for resale of a unit shall accompany said application with an application of membership in the Association questionnaire duly filled out and signed. No resale of a condominium unit shall be made to any party other than an individual and/or his or her spouse. No resale to corporations, companies, partnerships, or other commercial or business organizations, or combinations of individual buyers shall be made.
- D. There shall be a processing charge of \$100 for each application for resale by the selling owner payable by the seller to the Condominium Association. The processing charge shall accompany each application. A copy of each executed conveyance shall be delivered to the Board of Directors within ten (10) days after the date of closing.

XIV. LEASES.

- A. Owners shall not lease their condominium unit for less than ninety (90) days. Lessee is not permitted to sub-lease.
- B. No condominium unit, or part thereof, shall be permitted by the owner or lessee to be used as a hotel, transient apartment or motel. The condominium unit, and all parts thereof, shall be used as the personal residence of the owner and his/her immediate family or of his/her lessee and his/her immediate family, and for no other purpose whatsoever.
- C. A leased condominium unit shall not be occupied overnight by more than six (6) people.
- D. The lease of any condominium unit shall be approved by the Board of Directors. A unit owner submitting a request for approval to lease shall certify that the lessee has been provided a copy of the Grounds and Building Rules; that the lessee has read same, and has agreed to comply. There shall be a processing charge of \$100 for each application to lease a condominium unit payable by the unit owner to the Condominium Association. Payment shall accompany the lease application. The owner submitting an application to lease a unit shall also submit with application, the Association's lessee questionnaire duly filled out and signed. No unit may be leased to a corporation, company, partnership or any other business or commercial organization.
- E. The unit owner shall be responsible for all damages to building, equipment and furnishings caused by his lessee.

Ocean Dunes Grounds and Building Rules

XV. CONDOMINIUM UNIT RESTRICTIONS.

The interior of the condominium unit is the owner's private home in the same sense as though it were a separate and single dwelling. The owner is responsible for maintaining it. The only restrictions are those imposed by the Declaration of Condominium, the Bylaws and these Grounds and Building Rules. Each owner, members of his family, guests and his lessees should know the following limitations.

A. NOISE AND DISTURBANCES

1. No resident shall make or permit any disturbing noise in the building nor permit anything to be done to interfere with the rights, comfort or convenience of other residents. Noise of all kinds shall be kept low enough so as not to disturb neighbors on the same floor, as well as the floor above or below.
2. In order to minimize transmission of noise, at least one-half of the floor area of each unit shall be covered by rugs, carpets or other adequate soundproofing insulation.
3. Loud talk in hallways, elevators or balconies, or playing the television, radio, stereo or musical instruments too loudly is not permitted. Entrance doors, interior doors and cabinet doors shall be closed with care to make the least possible noise. No installation, repair or maintenance work that requires hammering, drilling, sawing or other similar noise shall be permitted after 10:00p.m. or before 8:00a.m.
4. Construction or modification work on a unit, inside or out side, may take place only between 10:00a.m. and 4:00p.m. during the season. The season period is defined as December 1st through April 30th.

B. DOGS AND OTHER PETS

1. Pets shall be on leash at all times while in the public areas and shall be walked off the grounds. Pets shall not be curbed in walkways, driveways, parking areas, in the shrubbery or other public areas.
2. Owners having pets shall assume full responsibility for any damage to personal property and common elements. Any conditional approval is subject to revocation and termination at any time by the Board of Directors upon their determination that subject pet is either vicious or is annoying other owner-residents, or is otherwise a nuisance.

Ocean Dunes Grounds and Building Rules

3. Lessees shall not be permitted to have pets. Guests and visitors of owner-residents shall not be permitted to bring any dog or other.
4. The size of pets of any kind shall be limited to 20 lb. or less.
5. Pets are not allowed near pool or pool area at any time.
pet on the premises.
6. Owners will be responsible for removing any mess their pets make while being walked on common grounds.

XVI. SECURITY:

The security of the grounds, building and individual units is paramount to ensure the safety of owners and guests.

A. FIRST FLOOR ENTRANCES:

1. Residents using the elevator entry must make sure that the door lock is firmly engaged. Should it be necessary to utilize the doorstep to hold the door open, someone must remain in position to monitor entrants.
2. Residents using the north stairwell entry must make sure the door lock is secured and cannot be reopened from the outside..

B. REALTORS AND CONTRACTORS:

1. No Realtor or other agent may give the elevator entrance door key to any contractor or other person to gain access to any unit for service.
2. A Realtor or agent who assists an owner not in residence by admitting a contractor or other person to do maintenance or repairs must escort that person at Ocean Dunes to open the elevator entrance (retaining the key) or contact the condo office and request that a board member grant access.
3. Notice must be given to the condo office twenty-four (24) hours prior to admittance that a contractor or other person will be on the premises.

Ocean Dunes Grounds and Building Rules

C. PARKING PERMITS

1. Owners will be issued permanent parking permits for two (2) vehicles which must be displayed according to instructions.
2. Overnight guests must be registered by the owner/lessee at the condo office to receive a guest parking permit. Vehicles without permits are subject to being towed off the premises.

AMENDED JANUARY/MARCH 2003 -- BOARD OF DIRECTORS

Reissued per motion at Board Meeting of June 22, 2008

OCEAN DUNES OF HUTCHINSON ISLAND
CONDOMINIUM ASSOCIATION, INC.

GROUNDS AND BUILDING RULES ACKNOWLEDGEMENT

I have read and understand the attached Grounds and Building Rules amended January/March 2003 and agree to abide by them.

I understand that any violation of the above rules and regulations can result in Association action to compel and/or levy fines.

Signature

Unit #

Printed Name

Date

Signature

Unit #

Printed Name

Date

Failure to comply with the provisions of the FI Statutes, Ocean Dunes' Declaration, Bylaws and Articles of Incorporation, as well as these Grounds and Building rules is a violation of FI Statute 718.303 which permits the Association to initiate actions for damages, or injunctive relief and to levy fines.