

OCEANS CLOVERLEAF NORTH CONDOMINIUM ASSOCIATION, INC.

Checklist and Instruction Page

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

For Unit Sales:

- o A current application and required documentation
- o A copy of the signed contract
- o Realtor information
- o Title Company information
- o Non-refundable Application Fee payable to Oceans Cloverleaf North Condominium **\$75.00 per couple (\$75.00 per person if unrelated)- cashier's check or money order only.**
- o Non-refundable Background screening fee payable to Oceans Cloverleaf North Condominium **\$75.00 per person- cashier's check or money order only.**

For Unit Leases:

- o A current application and required documentation
- o A copy of the signed Lease Agreement
- o Realtor/Property Management information
- o Non-refundable Application Fee. Payable to Oceans Cloverleaf North Condominium **\$75.00 per couple (\$75.00 per person if unrelated) cashier's check or money order only.**
- o Non-refundable Background screening payable to Oceans Ten **\$75.00 per person-cashier's check or money order only.**

* All Leases and Resale Applications **MUST** have **TWO (2) weeks** to process prior to closing and/or Association Interview date.

* If an application is submitted that is **NOT** complete, it will **NOT** be accepted and/or processed.

***Please submit and/or send completed application(s) and fees to Oceans Cloverleaf North Condominium Condominiums**

Thank You for your Cooperation!

APPLICATION FOR PROSPECTIVE BUYERS & TENANTS (CIRCLE ONE)

The undersigned submits this application for consideration by the Board of Directors to buy or rent **Unit # _____** at Oceans Cloverleaf North Condominium and states that the following information is true and correct (any intentional misrepresentations or omissions shall be a basis for automatic disapproval).

Please provide a legible copy of your photo ID.

***** I understand that a true copy of my proposed Sales Contract or Leases must be provided to the office. *****

Name of Proposed Buyer(s) or Tenant(s)

Name _____ SS# _____ D.O.B. _____

Name _____ SS# _____ D.O.B. _____

() Single () Married () Divorced

Additional occupant's _____

of Adults _____ # of Children _____

of Pets (no more than 2, limited to dogs and cats) _____ Breed _____ Weight _____ (20 pound total)

Owners only may have pets

Phone # _____ E-mail address _____

In case of emergency, please notify: Name _____

Address _____ Phone # _____

Residence History

Current Address Dates Phone #

City, State, Zip

Previous Address Dates Own or Lease

Landlord Phone # Rent Amount

Have you ever been evicted from a home? _____ Yes _____ No If Yes, explain when and why _____

Have you ever been convicted of a felony? _____ Yes _____ No

If Yes, state each instance and the nature of the crime and date of conviction:

Date of conviction? _____

Employment History

Current Employer Address Phone #

Supervisor's Name Dates of Employment Position

Current Employer Address Phone #

Supervisor's Name Dates of Employment Position**Character References** (Do not use relatives)

Name Address Phone #

Name Address Phone #**Vehicle Information** (Limit 2 parking spaces)

Vehicle make Year Color Tag # State

Vehicle make Year Color Tag # State

The undersigned agrees to provide any additional information which may be reasonably requested by the Board of Directors. The applicant recognizes that the Association may investigate the information supplied above. The undersigned agrees to permit the Association to obtain and consider a credit report as part of the application process. To expedite that process the applicant(s) agree to provide their Social Security number(s)

Print Name of Applicant Signature

Date

Print Name of Applicant Signature

Date***** Include copy of Lease or Sales Contract *****

FOR ASSOCIATION USE ONLY

The above application is Approved _____ Disapproved _____

Signer: _____ Position: _____ Date: _____



*****Locaters International: Please return the form to Oceans Cloverleaf North
Condominium Association, Inc. ATTN: Richard Kjellstrom
New email mgr4cn@gmail.com. Thank you

Fax: 386-760-6400
Toll Free: 1-800-410-5665

DISCLOSURE CONSENT APPLICATION

The below requested information is necessary in order to acquire public information records necessary to process your application. Please PRINT neatly to avoid any delays.

Name (full legal name): _____

Any other names you have used:

(Include maiden name, abbreviations, and aliases) _____

Current Home Address: _____

City: _____ State: _____ Zip Code: _____

Date of Birth: _____

Social Security Number: _____

Driver's License Number:

(Include State)

Person or Company Requesting this Report: The Oceans Cloverleaf North Condominium Assoc., Inc.

I hereby give consent for Locaters International, Inc. and/or their agents to perform an investigative consumer report to be prepared to determine my eligibility for tenancy. I understand that this report may include information about me obtained from Law Enforcement Agencies, State Agencies, consumer credit reports, and social security information, as well as Public Records information such as criminal history information and civil records such as are allowed by law. I also attest that the above supplied information was given voluntarily and I understand that it is to be used for the purposes of verifying my identity in acquiring public information and for ***no other purposes***.

Signature

Date

THE OCEANS CLOVERLEAF NORTH CONDOMINIUM ASSOCIATION, INC.
DESIGNATED VOTERS CERTIFICATE
THIS CERTIFICATE MUST BE SIGNED BY ALL THE OWNERS OF THE UNIT TO ENTITLE THE UNIT TO A VOTE

Unit Number _____

DESIGNATION OF INDIVIDUAL ENTITLED TO CAST THE VOTE FOR THE
CONDONINIUM UNIT Subsection 7.2 of THE DECLARATION OF CONDOMINIUM, OF
THE OCEANS CLOVERLEAF NORTH CONDOMINIUMS provides in part as follows:

Where a condominium unit is owned by an artificial entity or by more than one person, the entity or all the owners thereof shall be collectively entitled to the vote assigned to such unit and such owners shall, in writing, filed with the Association, designate an individual who shall be entitled to cast the vote on behalf of the owners of such condominium unit until such authorization shall have been changed in writing. Article II of the By-Laws of The Oceans Cloverleaf North Condominium Association, Inc. provides the part as follows: If a unit is owned by one person, his right to vote shall be established by the record title to his unit. If a unit is owned by more than one person, or is under lease, the person entitled to cast the vote for the unit shall be designated by a certificate signed by all of the record owners of the unit and filed with the Secretary of the Association. If a unit is owned by a corporation, excluding any unit which may be owned by this corporation, the person entitled to cast the vote for the unit shall be designated by a certificate signed by the President or Vice President and attested by the Secretary or

Assistant Secretary of the corporation and filed with the Secretary of the Association. Such certificates shall be valid until revoked or until superseded by a subsequent certificate or until a change in the ownership of the unit concerned. A certificate designating the person entitled to cast the vote of a unit may be revoked by any record owner of a unit. If such a certificate is not on file, the vote of such owners shall not be considered in determining the requirement for a quorum nor for any other purpose.

The undersigned being all of the owners of the unit indicated above do hereby designate _____ (print) to cast the vote assigned to said unit on behalf of all the owners, whether present in person or by proxy.

This _____ day of _____, 20 _____

_____ (sign)

_____ (sign)

_____ (sign)

_____ (sign)

FREQUENTLY ASKED QUESTIONS

Oceans Cloverleaf North

January 2026

Q. What are my voting rights in the condominium association?

A. There is one vote for each condo unit in the condominium. Reference is made to voting rights in the Declaration section 7.2 page at 1-7 of the Prospectus, and Bylaws Article II, Section 2 at page 3-1.

Q. What restrictions exist in the condominium documents on my right to use my unit?

A. There are numerous restrictions on your right to use your unit. Those restrictions are presented here in summary form. For a full description, examine the reference portion of the Prospectus and the materials referenced therein. Pets are restricted. Page 1-14. Children are not restricted. Use of the unit is restricted to residential purposes for one family and their guests. Page 1-12. Changes which would affect the exterior appearance of the building are restricted. Page 1-3.

Q. What restrictions exist in the condominium documents on the leasing of my unit?

A. The unit can only be leased for occupancy by one family. Leases for a period of less than one (1) year are prohibited. Declaration Sections 10.1 and 10.6 at page 1-12.

Q. How much are my assessments to the condominium association for my unit type and when are they due?

A. A monthly maintenance fee of \$845.00 for the year 2026 is due on the first of each month. This payment if received after the (5th) day of the month will be considered late. Late payments may be charged Twenty-five dollars (\$25.00), plus interest at the rate of eighteen percent (18%) APR from the first of the month in which the payment becomes due.

Q. Do I have to be a member of any other association? If so, what is the name of the association and what are my voting rights in this association? Also, how much are my assessments?

A. Yes. Membership in the Oceans West Homeowner's Association, Inc. is mandatory for all unit owners. There is one vote for each living unit. Assessments are currently \$33.00 per month. The assessment is collected for the homeowner's association by the condominium association and included in the monthly maintenance fee of \$845.00.

Q. Am I required to pay rent or land fees for recreational or other commonly used facilities?

A . No .

Q. Is the condominium association or other mandatory membership association involved in any court cases in which it may face liability in excess of \$100,000.00. If so, identify each such case.

A . No .

Request & Permission to use Electronic Delivery

In accordance with Florida Statutes governing Condominium Associations, you have the right to agree or not agree to the use of Electronic Delivery of Notices or for your Email address not to be added to the associations owners list.

Kindly check one of the boxes below and complete the requested info.

Mail this form to:

Oceans Cloverleaf North Condominiums Association

4 Oceans West Blvd

Daytona Beach Shores, FL 32118

Or, if accepting electronic delivery, you may send an email to mgr4cn@gmail.com granting permission.

☐

Yes: Please notify me/us via email of regular Board of Director meetings and Minutes of meetings.

☐

Yes: Please add my email address to the Oceans Cloverleaf owners directory.

My Email address is: _____

Print Name

Condominium #

Signature of Voting Member

Date

OCEANS CLOVERLEAF NORTH CONDOMINIUM

Owner/Tenants' information Sheet

Your record is confidential and maintained for your benefit.
The safety and security of you and your property is most important.
This record is only as good as the information provided.

PLEASE PRINT

UNIT # _____

DATE: _____

NAME: _____

ADDRESS: _____

MAILING ADDRESS: _____

EMAIL ADDRESS: _____

TELEPHONE: _____

ALTERNATE TELEPHONE: _____

EMERGENCY CONTACT: _____

MORTGAGE COMPANY: _____

PET(S): _____

VEHICLE: _____

IDENTIFICATION: HANDICAPPED? YES NO

AUTOMOBILE TAG NUMBER & STATE: _____

DESCRIPTION: _____

AUTOMOBILE TAG NUMBER & STATE: _____

DESCRIPTION: _____

BICYCLE REGISTRATION # _____

DESCRIPTION: _____

BICYCLE REGISTRATION # _____

DESCRIPTION: _____

Motorcycle, ETC TAGs, NUMBER STATE DESCRIPTION: _____

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#1 registered to: _____

VEHICLE#2:

Make: _____ Model: _____

Year: _____ Color: _____ Gross Weight: _____

VIN: _____ Vehicle Tag: _____ State: _____

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

PARKING SPACE # _____

DATE: _____

The Oceans Cloverleaf North Condominium Association, Inc.
4 Oceans West Blvd.
Daytona Beach Shores, FL 32118

UNIT NUMBER _____

NEW OWNER(S) _____

ACKNOWLEDGEMENT

I/We have received and have had the opportunity to read the following Prior to purchase of unit

(Check all that apply)

- ☐ The Declaration of Condominium, Bylaws and Articles of incorporation as amended.
- ☐ The Rules and Regulations (as amended June 25, 2026)
- ☐ Most Recent Financial Statement.
- ☐ Current year Budget.
- ☐ Frequently Asked Questions
- ☐ Condominium Governance Form.

I/we acknowledge that the unit owner(s) is/are responsible for the cost to replace any damaged fire

Sprinkler found to be damaged by improper use, Painting or Plastering within their unit.

Name _____ Date _____
SIGNATURE

Name _____ Date _____
SIGNATURE

BUYER acknowledgement of Condo Docs

Oceans Cloverleaf North Condominium Association

BUYER acknowledges receiving a copy of

1. The Declaration of Condominium
2. Articles of Incorporation
3. By-laws
4. Amendments to Declaration of Condominium
5. Current year's budget
6. Year End financial report
7. Question and Answer Sheet (specified in section 718.504, Florida Statute; all of which relate to OCEANS CLOVERLEAF NORTH CONDOMINIUM ASSOCIATION, INC..

on the date indicated below.

Buyers signature

Date

Buyers signature

Date

Moving and Delivery Instructions

- ☐ Check in with the Manager upon arrival.
- ☐ The time allowed for bringing in, or removal of items is from 8:00am to 4:00pm. Monday thru Friday. No moving or deliveries on staff holidays or weekends.
- ☐ The elevator must be padded for any moving & deliveries of appliances, air conditioners, furniture etc. Please confirm with the manager 24 hours in advance. Verify with the Manager upon arrival that the elevator is padded. The elevator can only be locked up from 8:00 AM till 3:30 PM.
- ☐ Cloverleaf North does not have moving dollies, or carts for use with moving.
- ☐ All items should be brought in and out through the garage.
- ☐ Commercial vehicles should park to the right of the building, in commercial parking area. Large box trucks or semis must park on Oceans West Blvd.

We request your cooperation in conforming to our instructions. If you have a problem, contact the Manager prior to 3:00pm at 386-322-8000.

Dear Owner or Renter at Cloverleaf North,

As representatives of the Cloverleaf North Communications Team, we have received your email contact information from the Manager at Cloverleaf North. We are reaching out to let you know that at Cloverleaf North we have our own website called **Oceans Cloverleaf North**. The link to reach our website is: <https://www.oceanscloverleafnorth.com/> and the web page looks like this:



Anyone can visit our website but only residents of Cloverleaf North can have access to the Residents Corner tab where you will find our Governance Docs, Operational Docs, Bids, Manager Report/Notices, Budgets/Financials, Meeting Minutes, Notices and Oceans West Homeowners' Association Information. Once you register for access to the Residents Corner you will also be set up for important email communication. Email communications sent include announcing board and committee meetings, maintenance events and other community information. **If you would like to sign up to become a member of the Oceans Cloverleaf North website where you can access important information and receive the CLN Communication Email, you must apply for access to our Oceans Cloverleaf North condominium website:**

- 1) Go to: <https://www.oceanscloverleafnorth.com/>
- 2) Hover over "**Residents' Corner**" blue box near the top of the page
- 3) Double-click on any of the sub-menu options of the "Resident's Corner".
- 4) A "**Log In**" page should appear.
- 5) Double-click on the light blue font "**Sign Up**"
- 6) A "**Sign-Up**" page should appear.
- 7) Provide your email address and a simple password that you can easily recall (we suggest your condo number, ex. 108D)

You're nearly done. Keep an eye on your email's inbox for an auto generated email, Subject: **You have requested to become a member of the Oceans Cloverleaf North condo website's "Residents' Corner"**! Simply send a "Reply" email **containing your first and last name and your condo unit number so we can be sure you are a resident.**

After "**activating**" your account you will be able to receive future "**CLN Communication Email**".

It is important to remember to be sure to open these emails or your account will be considered "**inactive**" due to "spam protection" software on our website. At the very least, open, and then delete your condo emails if you are not interested in that particular email. **Again, repeated deletions without opening CLN Communication Email will result in your account getting "deactivated" and you will no longer receive CLN Communication Email or have access to important documents contained in the Residents Corner on our website.**

Thank You,

Cloverleaf North Communications Team

Brian Clark 403B
(386) 334-8756

Susan Zuron 504A
(413) 262-2666

THE OCEANS CLOVERLEAF NORTH CONDOMINIUM ASSOCIATION INC.

RULES AND REGULATIONS – JULY 1, 2026

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THE OCEANS CLOVERLEAF NORTH CONDOMINIUM ASSOCIATION INC.

RULES AND REGULATIONS – JULY 1, 2026

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PREAMBLE: The following rules and regulations are considered essential for the safety, health, and well-being of all residents, promote a harmonious community living environment, and ensure proper building maintenance. They supplement the Condominium Documents as well as the Volusia County and City of Daytona Beach Shores Code of Ordinances. Owners are responsible for ensuring that their tenants and guests comply with all condominium rules. All owners, lessees, and guests must respect the privacy, comfort, and rights of others. Owners are accountable for the actions, damages, and misconduct of their family members, tenants, guests, vendors, and pets.

Cloverleaf North Condominium is constructed with a nonloadbearing synthetic exterior wall system known as EIFS (Exterior Insulation and Finish System). While EIFS provides high energy efficiency and resists cracking, it is more vulnerable to moisture intrusion. To protect the building exterior, no nails, screws, adhesives, or any penetration of the exterior surface are permitted. Any dents from errant golf balls, exterior surface bubbling, cracks, or other damage should be reported to the manager. Moisture intrusion is also harmful to concrete surfaces. Rubber mats or objects that trap water can cause moisture to seep into the concrete. Prolonged moisture exposure can damage the posttension cables embedded in balcony and entryway slabs and every effort should be made to mitigate this.



THE OCEANS CLOVERLEAF NORTH CONDOMINIUM ASSOCIATION INC.

RULES AND REGULATIONS – JULY 1, 2026

I. BALCONIES AND FRONT ENTRANCE WAY

- A. No carpets, rugs, large rubber mats or tiles are permitted on balconies or front entrance ways. A single welcome mat is allowed but should be picked up to dry when damp. This helps prevent Moisture penetration of the concrete and imbedded post tension cables on the balcony and front entry way.
- B. No unit owner shall enclose, by screening or otherwise, or decorate by painting, wall hangings or wall covering, any portion of the balcony or front entrance way. A door wreath or welcome sign, and a single small statue, plant or planter that does not block access or hold moisture underneath is allowed as a unit marker.
- C. Nothing shall be hung on the railings except an American Flag or appropriate holiday decorations. Decorations must be hung securely and removed after the holiday season.
- D. Do not hang towels, swimsuits, clothes, sheets, blankets, or laundry from the balcony railing.
- E. The American flag may only be displayed by attaching grommets on the four corners to the balcony railing. The American flag MAY NOT to be flown from a pole on the balcony.
- F. No loud conversation or loud music between the hours of 10PM and 8AM. (See section IX - NOISE)
- G. Do not shake rugs or sweep anything over balcony edge. Do Not feed the wildlife.
- H. Cooking of any kind is prohibited on balconies or in common areas except for poolside grills and social room kitchen.
- I. When watering plants, avoid overflowing water from running off your balcony.
- J. Balconies may not be washed using flowing water that can run off to balconies below.
- K. Gas Powered Generators are NOT ALLOWED on balconies, in units, front entrance or in the garage! Small battery generators are permitted during periods of extended power outages to power refrigerators, freezers and essential medical equipment such as oxygen, C-PAPs and electric wheelchair/scooter chargers. Generator batteries MUST NOT be lithium ion, but should be LiFePO4 batteries such as those found in 4-Patriot, My Patriot Supply, BlueTTI, Jackery and various other generator brands. Small solar recharging panels are allowed on the balcony but must be no taller than the balcony railing & MUST be tethered to prevent blowing off. Solar panel and generator use must be discontinued once power has been restored.
- L. In accordance with the Daytona Beach Shores Code of Ordinances, sections 12-2, 13-6 and 19-4, no junk, as defined in such ordinances, shall be stored or maintained on balconies or front entryways or placed in such a way as to obstruct ingress or egress to the unit. **"Junk"** as used herein, shall include but not be limited to garbage, trash, packing boxes, used furnishings and any other material which may constitute a public nuisance and further constitute a health, fire and safety hazard by blocking ingress & egress to the unit.
- M. Nothing can be affixed to the EIFS exterior surfaces of the building due to risk of water intrusion.



THE OCEANS CLOVERLEAF NORTH CONDOMINIUM ASSOCIATION INC.

RULES AND REGULATIONS – JULY 1, 2026

II. REMODELING OR TRADE WORK REPAIRS TO CONDO UNITS

- A. Repairs or remodeling by owners or vendors are permitted from 8:00 AM to 5:00 PM Monday to Friday. No repairs or remodeling is allowed on Saturday or Sunday or New Year's, Thanksgiving, and Christmas. Owners may perform light repairs until 6:00 PM such as light hammering, or other minimal noise, do it yourself projects. Emergency repairs can be completed after hours. See XI-B.
- B. Advanced Notification MUST be provided to the manager's office 48 hours in advance of any in unit construction. Manager will post excessive noise notices as deemed appropriate.
- C. Any unit's fire sprinkler head found damaged, including but not limited to painting, plastering, becoming bent or rusted or by any other alteration will be replaced at owner's expense.
- D. Flooring Replacement in all units MUST include placement of sound deadening material on the concrete subfloor prior to the installation of hard surface flooring material. Sound deadening underlay material must meet STC (Sound Transmission Class) 62; IIC (Impact Insulation Class) 54 per Sound Ratings ASTM E90-02, E989-89, E492-90, i.e., Proflex R SSC 70 or equivalent. Specs and a small sample should be provided to office for owner's file.
- E. Remodeling refers to any interior project except for painting, minor electrical work, HVAC repair, plumbing or repairs to sliding doors, windows and glass. All other renovation projects require manager notification and compliance with Daytona Beach Shores Building Department for required permits and manager approval prior to work commencement. A copy of approved building permits must be provided to the manager's office for the unit owner's file and displayed on the unit door prior to beginning work. (See manager for details and required work permit list)
- F. Window and Door replacement requires an approved "Agreement for Replacing Windows and Sliding Glass Doors" before work begins. This form is available through the manager's office or on the website. Owners should submit this form for the manager's approval. Approved building permits must be obtained for compliance with the City of Daytona Beach Shores. A copy of building permits must be provided to the manager for placement in the unit owner's file and displayed on the unit door before beginning work.
- G. Adhesive glass tinting is prohibited.
- H. Storm Shutters may be installed by a licensed contractor with required DBS building department permits and must comply with condominium approved color scheme and specifications. Products, permits and installation plans must be submitted to the manager to verify compliance and conformity with board approved specifications. Permits must be displayed on the unit door.
- I. Owners must ensure that their Vendors maintain a clean work area and remove all debris from the property. Owners shall notify their contractors and vendors that Cloverleaf North trash dumpsters are not for vendor/contractor use or disposal. Owners shall be held accountable for any failure of their contractors or vendors to comply with this rule.
- J. It is prohibited for work to be done in the parking garage.
- K. Plastic or blankets should be hung over the balcony railings to contain dust when tools are in use.



THE OCEANS CLOVERLEAF NORTH CONDOMINIUM ASSOCIATION INC.
RULES AND REGULATIONS – JULY 1, 2026

III. CAR WASHING

- A. Car washing is permitted only in the designated outdoor area and at the posted times.
- B. Use of the car wash facility is restricted to residents or their hired detailer only.
- C. Car cleaning by a hired detailer is permitted only on posted car wash days and times. Detailing should be completed at a parking space in front of the building if others are waiting. Detailers may not solicit other residents or conduct outside business on site.

IV. BICYCLES, SKATEBOARDS AND SCOOTERS

- A. Storage of bicycles for anyone other than an owner or tenant is not permitted.
- B. Riding bicycles, tricycles, skates, skateboards, scooters, ATVs, recreational golf carts or any toys which are driven or propelled are prohibited in any of the common areas within the building, including pool areas and garage.
- C. All bicycles must be stored in the bike storage rooms and be labeled with the owner's last name and unit number. There is a limit of two (2) bicycles per unit, or one (1) bike per occupant, if more than two (2) occupants. Bicycle storage room doors must remain closed and locked at all times.
- D. Electric bike batteries must be removed from bike or trike when not being used and cannot be left in the bike or trike. Electric bike or trike batteries must be charged in the owner's unit and not in the bike room.
- E. Bicycles may be stored in the owner's unit but not on the balcony. Bicycles are not permitted in elevators, lobbies or chained to any railings. They must be walked up the ramp or driven on a bike rack carrier or inside a vehicle but are not allowed to be ridden in the parking garage at any time.
- F. Mobility Scooters used by disabled persons are permitted in common areas and must be stored inside the unit. They cannot be left in the hallways or stored in parking spaces.
- G. All standard-size 2-wheel bikes must be placed in bike racks when spaces are available.

V. DRESS/ATTIRE

- A. Proper cover-up (a shirt or robe) and shoes are required in all common areas.
- B. No wet bathing suits shall be worn in the lobby, social, mail or exercise rooms.

VI. GOLF EQUIPMENT

- A. Shoes with metal spikes must be removed before entering the building.
- B. Clean golf equipment, carts and shoes of grass and debris before entering the building.
- C. Recreational motorized golf carts are not allowed in the garage unless they are street legal (LSV) with insurance and license plate.



THE OCEANS CLOVERLEAF NORTH CONDOMINIUM ASSOCIATION INC.
RULES AND REGULATIONS – JULY 1, 2026

VII. SOCIAL ROOM

- A. Only owners and lessees may reserve and use the facilities of the social room.
- B. Request reservations of the social room through the manager by submitting a social room reservation request, submitting a security deposit of \$100.00 and signing a release of liability and acknowledgment of limitations.
- C. Requests may be made up to sixty (60) days in advance. The sixty (60) day restriction does not apply to the condominium Social Committee functions.
- D. Social room event attendees shall avoid making excessive noise when using or traveling to and from the social room. The lobby area may not be used for social or personal functions. The lobby use restriction does not apply to Social Committee Functions.

VIII. REFUSE AND RECYCLABLE MATERIAL

- A. All garbage leaving the unit for disposal must be in sealed or securely tied trash bags before disposal down a trash chute. DO NOT use the chute for disposable diapers, animal litter, glass, newspapers, cardboard boxes, cartons, recyclables, or any item or bundle too large for the chute.
- B. Any bag used to deposit garbage in the chute must be strong enough to withstand the drop-down force of the chute without breaking, leaking or spilling. Otherwise, garbage should be carried to the first-floor trash room and deposited into the dumpster.
- C. Plastic grocery bags should be used only for light, dry trash and securely tied.
- D. Never leave garbage or recyclables in the garbage chute rooms or outside your unit door.
- E. Recyclables must be brought to the recycling bins on the first floor of the garage.
- F. Recyclables must be removed from plastic bags. Plastic bags should not be placed in the recycling dumpster.
- G. All cardboard boxes must be collapsed before being placed in the recycling dumpster.
- H. Recyclable items - Aluminum, glass, plastic with recycling symbol, tin cans, cardboard, paper, newspapers, magazines, juice cartons.
- I. Non-recyclable items – Ceramics, any items with electrical cords, Styrofoam, light bulbs.
- J. Owners must provide for removal of bulk trash from the property. DO NOT place any items outside of the recycling dumpsters, the dumpster storage area or the maintenance storage area aka “The Cave”. Mattresses, furniture, TVs, appliances, junk, etc. may not be left in or near the garage dumpsters. See Manager for guidance on bulk trash removal.



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IX. NOISE

- A. No loud noise from balconies, garage, social room, swimming pools or pool areas is permitted between the hours of 10:00 PM and 8:00 AM.
- B. Owners and occupants should always minimize noise to reduce sound transmission from one condominium to another.
- C. Operate audio equipment at low volume inside units and vehicles between 10pm and 8am.
- D. Motorcycles on the premises must have baffles in their mufflers as per manufacturers' specifications and Daytona Beach Shores Ordinance NO. 16-53 and should park in the designated motorcycle parking areas on the ground floor.
- E. No gas-powered equipment such as generators, blowers, or pressure washers is allowed in garage or on balconies.
- F. BARKING DOGS: All dog owners must be respectful of the rights of other residents to reasonable peace and quiet. Dog owners must keep dogs under control or association may ask you to remove your animal.

X. LOITERING

- A. No person or groups are permitted to loiter or play in the stairways, walkways, halls, lobby, mail room, social room, elevators, garage or front parking lot and driveway area.

XI. MOVE-INS, MOVE-OUTS, AND DELIVERIES

- A. Furniture, equipment, and building supplies must be brought into the building and moved out of the building through the garage entrance between the hours of 8 AM and 4 PM, Monday through Friday. The manager must be contacted forty-eight (48) hours in advance to ensure padding of the elevator wall and floor. The manager has discretion to approve exceptions on a case-by-case basis. Any exceptions shall not be considered as establishing precedents.
- B. Deliveries of medical supplies and emergency repairs of equipment, i.e., air conditioning units, refrigerators and medical equipment will be permitted any day of the week including holidays.

XII. LEASING & NEW OWNER RULES AND REGULATIONS

- A. The minimum lease or rental term is 1 year.
- B. Anyone 18 or older, staying in a condo for 30 days or more, must complete an application and a background check, including new buyers and tenants.
- C. All tenants and new owners must meet with the manager and/or board member prior to moving in for an orientation meeting to ensure tenant/new owner understanding of the rules and regulations governing Cloverleaf North Condominium.



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XIII. SELLING OR LEASING UNITS

- A. No homeowner is permitted to have a real estate lock box on a unit door or rails for any reason. Realtors are permitted to use lock boxes labeled with the realtor's name and hung in the designated area just outside the A/B wing bike storage room side door.
- B. Unit keys must be obtained from the listing agent, not the manager. CLN staff will not open units or common areas for realtors or buyers. All keys must be provided to the listing agent.
- C. Open houses must be scheduled with the manager in advance and must have multiple agents (minimum of two (2) adults) available at the open house. The garage may not be used for open house parking. Prospective buyers must be accompanied on property at all times including to and from the unit and while viewing other amenities.
- D. Estate sales, rummage sales, public sales are not permitted on the premises.

XIV. PARKING GARAGE

- A. Use headlights when driving in the garage and keep to the right side of the yellow line.
- B. The speed limit in the garage is ten (10) miles per hour and must be strictly observed.
- C. Owners with licensed, street legal Low Speed Vehicles (LSV) or Sling Shots may park in the garage with appropriate window decal and will count as one of the owner's allotted vehicles. Visitors of owners driving scooters, motorcycles, electric bikes or pedal bikes may park in the A-wing first floor guest parking spaces across from the generator room and mail room parking area.
- D. Residents must park their primary vehicle in their assigned space unless otherwise assigned a "Special Parking Permit" by the manager (See item E below for Special Parking Permit). In their absence, an owner may give written permission for another owner to park in their assigned space. Residents who do not own/lease a vehicle may also give written permission to another owner to use their parking space. Letters of permission must be on file in the manager's office.
- E. Special parking permits may be requested from the manager by those who meet specific requirements. Residents who qualify may receive a special parking permit placard from the manager which must be displayed on the dashboard or hung from the rearview mirror. Residents assigned a special parking permit space shall surrender their assigned owner's parking space which will be converted into a guest parking space while the permit is in effect.
- F. The license tag number of all vehicles owned by owners and residents must be on file with the manager. All vehicles must have a parking sticker on their windshield on the driver's side. The parking sticker must have the owner's unit number or assigned space number on it.



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XIV. PARKING GARAGE (continued)

- G. Visitor's cars and those of owners/lessees having more than one vehicle must be parked in guest spaces on the owner's residential floor and wing when available. If space is not available on the owner's residential floor and wing, they may be temporarily parked in an adjacent wing or another floor. Visitors' cars staying more than 3 days must have a visitor pass displayed on the dashboard. Passes are available in the manager's office. It is the residents' responsibility to inform any visitor or guest of proper parking rules and procedures.
- H. Motorcycles and scooters should park only in the designated spaces on the 1st floor.
- I. There shall be no vehicle repairs or service done on the premises. Manager may give permission for window glass, flat tire repair or battery charging.
- J. Vehicles leaking oil, gasoline, radiator fluid, grease or any other fluids shall not park in the garage until repaired. Owners are responsible for paying for any cleanup from leaks.
- K. Parking commercial vehicles in the garage is not permitted unless it is the owner's normal means of transportation or work is being done inside an owner's unit.
- L. Parking trailers and recreational vehicles in the garage is prohibited and there shall be no overnight parking for such vehicles anywhere on the premises. The manager may approve for extenuating circumstances on a case-by-case basis but never longer than overnight.
- M. Never push or pull on the garage entry and exit gates or try to open it in any way other than by using a remote control, the electric eye, or keypad code number.
- N. Owners with more than one vehicle must use their assigned space and park their 2nd vehicle in a guest spot. Owners should not leave their assigned space vacant while away for extended periods and occupying a guest spot.
- O. The number of vehicles allowed per condo unit shall be limited to 1 vehicle per licensed driver and shall not exceed 3 vehicles per condominium unit. If a licensed driver is no longer driving, the unit owner will have 1 year to remove the extra vehicle.
- P. Bike racks or any other "rack" or trailer hitch attached to a vehicle may not extend into the parking garage drive lanes when the vehicle is parked. The rack or hitch must be removed if the vehicle is too long and traffic flow is obstructed.
- Q. Vehicles must be parked in a manner that does not impede access to neighboring vehicles or use of adjacent spots.



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XV. SAFETY, REFUGE AND ALARMS

- A. Keep all common area doors/gates closed & locked and don't open to strangers. Don't leave doors propped open, including unit doors. Pool gates must be always closed and latched.
- B. The Condominium Manager will not permit any person, including service people, into a unit without the owner's consent. Condominium maintenance staff will not unlock unit doors for guests or vendors or deliver packages without prior written consent.
- C. Maintenance Staff cannot perform any "side work" for owners during association work hours. After hours side work should be paid directly to the staff worker by the owner.
- D. In the event of fire or smoke on your floor or the floors above or below: A repeated recorded voice from the computerized fire alarm system will instruct you to leave your unit and proceed to the garage area or down the fire (external) stairs or the outside stairs. If you are physically unable to use the stairs to exit the building, verify the office has you on their emergency evacuation plan. Keep all windows and entrance door closed. Stay inside your unit and wait for an all clear or for emergency personnel to come get you. **DO NOT** exit onto your balcony and **DO NOT USE THE ELEVATORS!**
- E. Fire regulations prohibit any item that may interfere with passage to be in walkways. Do not block any hallway or corridor with flowerpots, or other items that might impede passage.

XVI. SMOKING

- A. Smoking is only permitted inside private units and on the unit balconies. Smoking is not permitted in any of the common areas.

XVII. VISITORS (Without Owner's Present)

- A. All visitors must check in with the manager if the owner will not be present during their stay. The office must be notified when guest(s) will have an extended stay or visit to your unit for safety and surety protection. Visitors must complete a Cloverleaf North Guest Registration Form, which are available in the manager's office, listing length of stay and attesting that no compensation will be paid to the owner.
- B. Visitors must obtain a parking pass from the office. This can be done by owner beforehand.
- C. Owners must obtain a temporary parking pass from the office for all guests staying longer than a weekend whether the owner is present or not..
- D. Anyone 18 or older, staying for 30 days, must complete application & background check.

XVIII. SAND REMOVAL

- A. Rinse all beach gear, golf equipment, bikes, shoes, and feet at the car wash area. Remove metal spikes and cleats before entering the building.



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XIX. PETS

- A. No condominium unit shall keep more than two (2) domestic pets such as dogs or cats which normally require access to the outside. The combined total pet weight cannot exceed twenty (20) pounds.
- B. Pets are prohibited in all common areas of the building, except for the purpose of ingress to and egress from a residence. Pets must be carried or secured in a pet stroller while in the common areas, including the elevators. Animals are not permitted in the lobby, mail room, pool areas, managers' office, exercise rooms or social room.
- C. Under no circumstances shall pets be permitted to urinate or defecate within the common areas of the building or on the balconies.
- D. Pets shall not be brought into the building through the lobby or front door entrance. The garage pedestrian entrances shall be used.
- E. The City of Daytona Beach Shores Leash and Pooper Scooper ordinance is in effect and must be observed.
- F. The unit owner shall be responsible for any damage to the building, its equipment, furnishings, or grounds caused by their pet or their visitor's pet.
- G. All pets visiting shall be subject to all rules and regulations pertaining to pets.
- H. BARKING DOGS: All dog owners must be respectful of the rights of other residents to reasonable peace and quiet. Dog owners must keep dogs under control or association may ask you to remove your animal.
- I. Residents are required to register all (visiting) animals with the manager in the office as set forth below:

In accordance with the Code of Ordinances of Daytona Beach Shores (sections 4-11 and 4-12), as well as the Volusia County Code of Ordinances (sections 14-44 and 14-45), all animals shall be properly vaccinated against rabies.
- J. At registration, owners shall provide the office with a copy of the animal's veterinary record, setting forth its weight and vaccination record; and further provide all subsequent veterinary records, confirming that the animal's weight and vaccination status is current, for however long as the animal remains on premises.
- K. A person who knowingly and willfully misrepresents themselves, through conduct, verbal communication or written notice, as using a service animal and being qualified to use a service animal or as a trainer of service animal commits a misdemeanor of the second degree, punishable as provided in s.775.082 or s. 775.082



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XIX. PETS (continued)

L. **SERVICE DOGS:** Service Animal Defined by Title II and Title III of the ADA. A service animal means any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including physical, sensory, psychiatric, intellectual, or other mental disability. Tasks performed can include, among other things, pulling a wheelchair, retrieving dropped items, alerting a person to a sound, reminding a person to take medication, or pressing an elevator button. Emotional support animals, comfort animals and therapy dogs are not service animals under Title II and Title III of the ADA. Other species of animals, whether wild or domestic, trained, or untrained, are not considered service animals either. The work or tasks performed by a service animal must be directly related to the individual's disability. It does not matter if a person has a note from a doctor that states that the person has a disability and needs to have the animal for emotional support. A doctor's letter does not turn an animal into a service animal. Examples of animals that fit the ADA's definition of "service animal" because they have been specifically trained to perform a task for the person with a disability:

- Guide Dog or Seeing Eye® Dog¹ is a carefully trained dog that serves as a travel tool for people who have severe visual impairments or are blind.
- Hearing or Signal Dog is a dog that has been trained to alert a person who has a significant hearing loss or is deaf when a sound occurs, such as a knock on the door.
- Psychiatric Service Dog is a dog that has been trained to perform tasks that assist individuals with disabilities to detect the onset of psychiatric episodes and lessen their effects. Tasks performed by psychiatric service animals may include reminding the handler to take medicine, providing safety checks or room searches, or turning on lights for people with Post Traumatic Stress Disorder, interrupting self-mutilation by people with dissociative identity disorders, and keeping disoriented individuals from danger.
- SSigDOG (sensory signal dogs or social signal dogs) is a dog trained to assist a person with autism. The dog alerts the handler to distracting repetitive movements common among those with autism, allowing the person to stop the movement (e.g., hand flapping).
- Seizure Response Dog is a dog trained to assist a person with a seizure disorder. How the dog serves the person depends on the person's needs. The dog may stand guard over the person during a seizure, or the dog may go for help. A few dogs have learned to predict a seizure and warn the person in advance to sit down or move to a safe place.

Under Title II and III, the reasonable modifications in policies to allow individuals with disabilities to use miniature horses if they have been individually trained to do work or perform tasks for individuals with disabilities. ADA service animals are limited to dogs. However, entities must make reasonable modifications in policies to allow individuals with disabilities to use miniature horses if they are individually trained to do work or perform tasks for individuals with disabilities.



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XIX. PETS (continued)

- M. EMOTIONAL SUPPORT ANIMALS: Florida law has recently been updated to allow condo associations the right to require specific documentation from residents claiming any information or written documentation relating to the need for emotional support animal. Anyone who knowingly and willfully misrepresents the need for an emotional support animal commits a misdemeanor of the second degree, punishable by s. 775.082 or s. 775.083. Further, any health care provider that provides information or documentation which supports a person's need for an emotional support animal without personal knowledge of the person's disability or disability-related need for the specific emotional support animal is subject to disciplinary action. Therapeutic: "Emotional support animal" means an animal that does not require training to do work, perform tasks, aid, or provide therapeutic emotional support by virtue of its presence which alleviates one or more identified symptoms or effects of a person's disability. If a person's disability-related need for an emotional support animal is not readily apparent, request reliable information that reasonably supports the person's need for the emotional support assistance or therapeutic emotional support provided by the specific animal from a health care practitioner, as defined in s. 456.001; a tele health provider, as defined in s. 456.47; or any other similarly licensed or certified practitioner or provider in good standing with his or her profession's regulatory body in another state. Such information is reliable if the practitioner or provider has knowledge of the person's disability and is acting within their scope of practice to provide supporting information.

XX. INDOOR/OUTDOOR POOLS & SPA

- A. All posted rules and regulations in both pool and spa areas must be strictly observed.
- B. The indoor and outdoor pools are open from 8 AM until 11 PM. Hours are subject to change due to cleaning and maintenance requirements. No Noise allowed after 10pm.
- C. Persons using topical medication or having open sores, cuts or contagious diseases shall not use the pools or spa.
- D. Floats, surfboards, toys, balls, plastic or Styrofoam floats are not allowed in pools. Pool noodles and aerobic exercise equipment may be used by adults for pool exercise.
- E. Babies and children in diapers MUST wear "swimmers" when using either pool.
- F. Children under 16 must be accompanied by an adult family member or resident.
- G. When children are using the indoor or outdoor pool, their behavior must be monitored by the adults supervising them. Inflatable arm swim aides are permitted.
- H. To prevent staining, towels must be placed on chairs and lounges prior to their use.
- I. Diving is prohibited.
- J. Cover-ups (shirt or robe) and footwear must be worn when going to or from pool areas.
- K. Food and beverages are prohibited, except plastic water bottles at the indoor pool area.
- L. Snacks and drinks are permitted at the outdoor pool but must be kept at least 4 feet away from edge of the pool.
- M. No glass bottles or glassware are permitted in the pool areas.
- N. SHOWERING REQUIRED - Suntan oils, lotions, deodorants, perspiration, perfumes, and sand clog pool filters and cause expensive repairs. Therefore, users must shower thoroughly before entering or re-entering the pool or spa.
- O. When using indoor pool showers, owners should remove any soaps or hair products, trash items or globs of hair from the drain that they have brought into the shower area.



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RULES AND REGULATIONS – JULY 1, 2026

XX. INDOOR/OUTDOOR POOLS & SPA (CONTINUED)

- P. Pool areas cannot be reserved for private parties.
- Q. No loud music. Only portable radios and stereos with headphones are permitted.
- R. Running, jumping, throwing of objects or horseplay of any kind is prohibited.
- S. Cutoff jeans are not permitted in the pools or spa as threads from frayed edges can clog pool filters.

XXI. EXERCISE ROOM FACILITIES

- A. For hygiene and safety reasons, as well as prolonging equipment life, exercise apparatus should not be used while wearing wet or damp bathing suits.
- B. A dry towel must be used on the bed of exercise equipment to protect it against damage or soiling from perspiration.
- C. Proper footwear must be worn at all times in the exercise rooms.
- D. Make sure the treadmill is turned off and all equipment wiped down after use.
- E. Make sure television and fans are turned off if you are the last one leaving the room.

XXII. STORAGE ROOM BEHIND THE ELEVATOR

- A. Storage rooms behind elevators are for storage of outside equipment such as golf clubs, beach chairs, umbrellas, fishing poles, etc.). No furniture, rugs, cardboard boxes or junk.
- B. All stored items must have a label with name and unit number on them. Any items that do not meet the criteria will be removed and disposed of.

XXIII. BULLETIN BOARDS

- A. Meeting notices will be posted on the bulletin board located in the mail room.
- B. Owners wishing to post a notice on the bulletin board must have managers' approval to do so. Notices will be limited to one week.

ADOPTED BY THE BOARD OF DIRECTORS THIS DATE: 06.25.26

