

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

TENANT 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 2023

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 \$570.00 for the year 2023 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 \$30.00 per month. The assessment is collected for the homeowner's association by the condominium association and included in the monthly maintenance fee of \$570.00.

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: _____

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 on September 27, 2018)
- ☐ 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

RULES AND REGULATIONS

Revised September 27, 2018 (revisions highlighted)

The following rules and regulations are considered essential for the safety, health and well-being of all residents. These rules and regulations are in addition to, and a clarification of the condominium documents. Residents are responsible for ensuring that their guests adhere to the rules and regulations.

GENERAL

Owners and guests must respect their neighbor's privacy and comfort. Under Florida law, owners are responsible for the acts, damages and misconduct of their family members, guests, lessees and pets.

BALCONIES

No unit owner shall carpet or enclose (by screening or otherwise) any portion of the balcony, paint or otherwise decorate or change the appearance of any portion of the condominium building and/or condominium property. Proper use of the balconies including the following:

A. Do not hang anything on the railings, except the American Flag and appropriate holiday decorations. All decorations must be hung in a secure manner.

- The American Flag may only be displayed by attaching grommets on the four corners and hung from the railing by the grommets. In no case may the American Flag be hung from a balcony on a pole.

- Appropriate holiday decorations may be displayed during the holiday season only.

B. No loud conversation or loud music after 10 PM.

C. Do not shake rugs or sweep anything over the edge.

D. Do not feed wildlife.

E. Cooking is not permitted.

F. When watering plants, avoid overflowing.

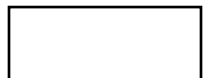
G. No drying of towels, swimsuits, clothes, sheets, blankets or laundry of any kind.

REMODELING OR REPAIRS TO CONDO UNITS

Either by contractors or individual unit owners, repairs or remodeling will be permitted from 8:00 AM to 5:00 PM Monday to Friday. No repairs or remodeling is allowed on Saturday or Sunday. Owners are required to provide to the condo office 48-hour notice of excessive noise using the form provided by management. Manager will then post a notice in appropriate locations.

FIRE SPRINKLERS:

As of September 27, 2018, any sprinkler head found damaged, including by painting, plastering, rust or any alteration done by an owner or renter, the cost of replacing the sprinkler head is the condo owner's responsibility, NOT the Association.



RULES AND REGULATIONS

Revised September 27, 2018 (revisions highlighted)

LEASING RULES AND REGULATIONS

The minimum lease or rental term is 1 year.

The purpose of the following rules and regulations is to provide guidance to owners in the Oceans Cloverleaf North Condominium Association, Inc. (the "Association") as to the interpretation to be given by the board of directors of the Association (the "Board") to the language contained in Section 10.6 of the Declaration of Condominium (the "Declaration") of the Association.

Section 10.6 of the Declaration provides certain restrictions on the leasing or renting of units within the Association.

The leasing rules and regulations that are hereby adopted by the Board, in accordance with those leasing restrictions found within the Declaration, are as follows:

1. As used in Section 10.6 of the Declaration, the terms "leased" or "rented" shall be interpreted to include all transactions in which an owner receives any promise of payment or other consideration in exchange for another person's occupancy of a unit, even if the occupant is a cooccupant, even if the occupant does not sign a document entitled "lease" or "rental agreement", and even if the occupant does not make payments described as "rent" or "rental payments".
2. As used in Section 10.6 of the Declaration, the terms "lease", "leases", "rental agreement" and "rental agreements" shall be interpreted to include all agreements in which an owner is promised payment or other consideration in exchange for the right to occupy a unit.
3. As used in Section 10.6 of the Declaration, the terms "lessee" or "renter" shall be interpreted to include any individual or entity that is permitted, by an owner, the right to occupy a unit in exchange for a promise of payment or other consideration rendered to that owner.

IV. BEACH PARAPHERNALIA

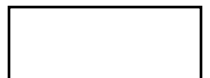
Wash beach chairs and equipment at the car wash and rinse sand from shoes before entering the building.

V. BICYCLES, SKATEBOARDS AND SCOOTERS

A. Storage of bicycles for anyone other than a permanent resident of the condominium is not permitted.

B No bicycle riding in any of the common areas within the building (which includes the out- door pool).

C. Store bicycles in the bike storage rooms only. All bicycles must be labeled and must be registered



RULES AND REGULATIONS

Revised September 27, 2018 (revisions highlighted)

with Manager in office .

D. Bicycles are not permitted in the elevators or the lobbies or on the balconies.

E. Toys and vehicles such as tricycles, skates, skateboards, scooters, et c., which are driven or propelled, should not be used in any of the common areas of the building, except for those designed specifically for, and used exclusively by, handicapped persons.

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VI. CAR WASHING

A. Car washing is permitted only at the designated outdoor area and at the posted times.

B. Car washing by commercial mobile car washers is not permitted on the premises .

C. Use of the car wash facility is restricted to residents only.

VII. DRESS

A. Proper cover-ups (a shirt or robe) and shoes are required in all common areas.

B. No wet bathing suits shall be worn in the lobby or social room.

A. Clean golf equipment and/or carts of grass and debris before entering the building.

VIII. GOLF EQUIPMENT

A. Remove shoes and metal spikes and/or cleats before entering the building.

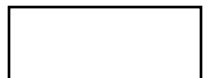
B. Clean golf equipment and/or carts of grass and debris before entering the building.

IX. LOITERING

A. Children are not permitted to loiter or play in the stairways, halls, lobby, social room, elevators or garage.

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

A. Furniture, equipment, and building supplies must be brought in the building and moved out of the building through the garage entrance between the hours of 8 AM and 5 PM, Monday through Friday. The Condominium Manager must be contacted twenty-four (24) hours in advance to ensure padding of the elevator wall and floor. The Condominium Manager has discretion to approve exceptions on a case-by-case basis. Any exceptions shall not be considered as establishing precedents.



RULES AND REGULATIONS

Revised September 27, 2018 (revisions highlighted)

B. Deliveries and Repairs to emergency equipment, i.e. air conditioning units, refrigerators and medical supplies will be permitted on all days of the week including holidays.

XI. NOISE

A. Control noise always to minimize the transmitting of sounds from one condominium to another. Operate audio equipment at low volume both in the condominium units and automobiles.

B. Motorcycles on the premises must have baffles in their mufflers as per manufacturers' specifications and Daytona Beach Shores Ordinance NO. 16-53.

XII. PARKING GARAGE

A. Use headlights when driving in the garage.

B. The Speed limit in the garage is ten (10) miles per hour. The speed limit must be strictly observed.

C. Vehicles must stay to the right side of the yellow lines on the ramps.

D. Residents must park their primary vehicle in their assigned space only. In their absence, owners may give written permission for another owner to park in their space. Residents who do not own/lease a

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vehicle may give written permission to another owner to use their parking space. Letters of permission must be on file in the Condominium Manager's office.

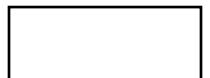
E. The license tag number of all vehicles owned by owners and residents must be on file with the Condominium Manager.

F. Visitor's cars and cars of owners/lessees having more than one car should be parked in guest spaces on the owner's floor. If space is not available on the owner's floor, they may be parked on an adjacent floor. It is the resident's responsibility to inform any visitor or guest of proper parking procedures.

G. Motorcycles must park only in the designated space for motorcycles on the first floor. Driving a motorcycle on the ramps or above the first floor is prohibited.

H. There shall be no vehicle repairs or servicing of vehicles on the premises.

I. Parking of commercial vehicles in the garage is not permitted unless it is the owner's normal means



RULES AND REGULATIONS

Revised September 27, 2018 (revisions highlighted)

of transportation.

J. Parking of trailers and recreational vehicles in the garage is prohibited and there shall be no overnight parking of such vehicles anywhere on the premises.

K. Never push on the gate or try to open it in any way other than by using a remote control, the electric eye, or code number.

L. Vehicles leaking oil, gasoline, radiator fluid, grease or other petroleum fluids shall not park in the garage until repaired.

M. Owners, or Lessees, who operate only one vehicle must park in their deeded space.

N. The number of vehicles per condominium unit shall be limited to one vehicle per licensed driver and shall not exceed three vehicles per condominium unit. In the event, that a licensed driver is no longer driving, the unit owner will have one year to dispose of the extra vehicle.

P. Owners with more than one vehicle must park one vehicle in their assigned space. Under no circumstance shall owners park a vehicle in guest spot leaving their deeded space vacant.

Q. Unit owners who are assigned a Parking by Permit Only space shall surrender their deeded space for guest parking during the term the Permit is in effect.

XIII. REFUSE AND RECYCLABLE MATERIAL

To prevent health hazards, offensive odors in the building, unpleasant mess, and extra work in the trash room, the following must be done:

A. All garbage must be in sealed or securely tied bags before disposal down a trash chute. DO NOT use the chute for disposable diapers, animal litter, glass, newspapers, cardboard cartons, recyclables, or any item or bundle which is too large for the chute.

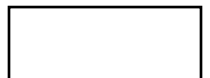
B. Any bag used to deposit trash or garbage in the chute must be strong enough and tied securely enough to withstand the drop down the chute without breaking, leaking, or spilling open. If you are uncertain, use a commercial weight bag that comes with a tie, or hand carry the garbage or trash down to the first -floor trash room and deposit it into the dumpster.

C. Heavy trash or garbage should be placed in commercial weight bags, tied securely, and hand carried to the trash dumpster on the first floor.

D. Place food, organic garbage, smelly garbage, and wet garbage in airtight plastic bag (no holes or leaks) and tie securely shut before depositing in the garbage chute.

E. Plastic grocery store bags should be used only for light dry trash.

F. Items that are prohibited in the garbage chute or are too large for the chute must be brought to the



RULES AND REGULATIONS

Revised September 27, 2018 (revisions highlighted)

first-floor trash room and deposited in the dumpster. Items such as disposable diapers and animal litter that are prohibited from being dropped down the chute must still be bagged before being deposited in the dumpster.

G. Recyclables must be brought to the recycling bins on the first floor of the garage to preserve our environment and comply with Daytona Beach Shores recycling laws. See your recycling guidelines, which can be obtained from the Condominium Manager's office.

XIV. SHOWING OF UNITS FOR RESALE OR LEASE

A. No homeowner is permitted to have a real estate lock box put on a unit for any reason. Realtors are permitted to use ONLY GE Supra Lockboxes labeled with the Realtor's name in the designated area located just outside the AB bike storage area side door.

B. Unit keys must be obtained from the listing agent, not the Condominium Manager.

XV. SMOKING

A. Smoking is not permitted in any common area, only in private condominium units.

XVI. 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 Condominium Manager by submitting a social room reservation request, submitting a security deposit of \$100.00, and signing a release of liability and acknowledgment of limit at ion .

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.

D. Avoid making excessive noise in using and traveling to and from the social room.

XVII. STORM SHUTTERS

A. Storm shutters are permitted. They must conform to specifications adopted by the Board of Directors. Requests for storm shutters must be made by application through the Condominium Manager's office.

XVIII. PETS

The Declaration of Condominium for the Oceans Cloverleaf North Condominiums (section 16) authorizes the Condominium Association Board of Directors to impose regulations, restrictions or limitations upon the keeping of pets, providing that they do not prohibit a unit from keeping up to two



RULES AND REGULATIONS

Revised September 27, 2018 (revisions highlighted)

(2) domestic pets such as dogs or cats which normally require access to the outside, having a total weight not exceeding twenty (20) pounds at maturity . This provision can be changed only by the affirmative vote of seventy-five (75) percent of the condominium unit owner s.

A. No condominium unit shall keep more than two (2) domestic pets such as dogs or cats which normally require access to the outside, that have a total weight of more than 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 while in the common areas, including the elevators.

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 caused by their or their visitor's pet to the building, its equipment and furnishings, or ground s.

G. All visiting pets shall be subject to all rules and regulations pertaining to pets.

H. Residents are required to register all visiting pets in the office. If the pets are service animals, they must provide what the animal has been trained in and what that is.

XIX. INDOOR/OUTDOOR POOLS, SPA AND EXERCISE ROOM FACILITY

1. POSTED RULES AND REGULATIONS

A. The posted rules and regulations in the outdoor pool and the indoor pool and spa areas must be strictly observed.

B. The indoor facilities are generally open from 8 AM until 11 PM, and the outdoor facilities are generally open from 8 AM until 10 PM. Hours are subject to change due to cleaning and maintenance requirement s.

C. Persons using topical medication or having sores, open cuts, or contagious diseases shall not use the pools or spa.

BABIES/CHILDREN

Babies and children in diapers MUST wear "swimmers" when using the outdoor or indoor pools. Samples of approved "swimmers" can be seen in the office.



RULES AND REGULATIONS

Revised September 27, 2018 (revisions highlighted)

Children under 16 must be accompanied and supervised by an adult family member or resident.

CHAIRS AND LOUNGERS

To prevent staining, towels must be placed on chairs and lounges prior to their use.

DIVING

A. Diving is strictly prohibited.

DRESS

Cover-ups (shirt or robe) and footwear must be worn when going to and from the pool areas.

EXERCISE EQUIPMENT

A. For hygienic and safety reasons, as well as prolonging equipment life, exercise apparatus shall not be used while wearing wet or damp bathing suits.

B. A dry towel must be used on the bed of exercise equipment so as to protect it against damage or soiling from perspiration.

C. Footwear must always be worn in the exercise rooms.

D. Make sure air conditioners are turned off and the treadmill is turned off after each use.

FLOATS, TOYS, ETC.

A. Floats, surfboards, toys, balls and plastic or Styrofoam products are not allowed in the pools, except those used for aerobic exercise by adults.

B. Inflatable arm swim aides are permitted.

FOOD AND BEVERAGES

A. Food and beverages are prohibited in the indoor pool areas.

B. Snacks are permitted at the outdoor pool, but only if kept at least four (4) feet from the water.

C. No glass bottles or glassware are permitted in the pool areas .

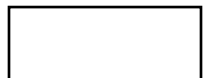
9. SHOWERING REQUIRED

A. Suntan oils, lotions, deodorants, perspiration, perfumes and sand clog pool filters and cause expensive repairs . Therefore, users must shower thoroughly before entering or reentering the pool or spa. When children are using the indoor pool, their behavior must be monitored by the adults supervising them.

10. MISCELLANEOUS

A. These areas cannot be reserved for private parties .

B. No loud music . Only portable radios and stereos with headphones are permitted.



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Revised September 27, 2018 (revisions highlighted)

- C. Running, jumping, throwing of objects or horseplay of any kind is strictly prohibited.
- D. Cut-off jeans are not permitted in the pools or spa as threads from frayed edges clog pool filters.

XX. SECURITY AND ALARMS

- A. Do not open common doors or garage gates for strangers.
- B. Keep all common area doors and gates closed and locked.
- C. Use the remote camera at the building entrance to identify callers .
- D. The Condominium Manager will not permit any person, including service people, into a unit without the owner's consent . Condominium maintenance staff work for the association. Do not ask them to do personal work in your unit, except during an emergency in the building or during their off hours.
- E. In the event of fire or smoke: A loud whistle will sound. A 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.

DO NOT USE THE ELEVATORS

- F. Fire regulations prohibit blocking any hallway or corridor with flower pots, shoes or other items that might interfere with passage.

FOR FURTHER INFORMATION, REFER TO THE EMERGENCY PROCEDURE LIST DISTRIBUTED WITH YOUR CLOSING PACKET.

SATELLITE DISH

A Satellite Dish is permitted. It must conform to specifications adopted by the Board of Directors. Requests for a satellite dish must be made by application through the Condominium Manager's office.

XXII. ENFORCEMENT/VIOLATION PROCEDURES

VIOLATION PROCEDURES

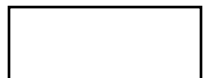
The person or persons witnessing the violation should inform the Manager either in person, in writing, by E-mail or by phone of the violation (Date, time, violation, person, or persons involved, etc.)

The Manager would send a violation form to the violator. Should the violation continue after this form is sent, then:

Informal mediation would be held between the violator, the complainant (if they wish to attend), a member of the Review Committee, and a member of the Board of Directors in a closed meeting.

The hopes for this meeting would be an elimination of the violation of the Rules. Should this meeting be unsuccessful, then?

The entire package of the violation(s) would be forwarded to the Board of Directors for referral to



THE OCEANS CLOVERLEAF NORTH CONDOMINIUM ASSOCIATION INC.

RULES AND REGULATIONS

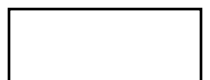
Revised September 27, 2018 (revisions highlighted)

the Review Committee. This would trigger Article IX of the Condominium Documents for Cloverleaf North.

NOTICE OF MEETINGS

Notices of the meetings of the Board of Directors and meetings of the unit owners of the Cloverleaf North Condominium Association will be posted on the locked glass enclosed bulletin board located in the mail room,

ADOPTED BY BOARD OF DIRECTORS THIS DATE: July 26, 2018





The following are links to key condominium documents to assist realtors.

1. Governance Documents

<https://drive.google.com/drive/folders/1RAnxlCQk5dcNc6SoIMHUzk bDIJXTJin?usp=sharing>

2. Financials

<https://drive.google.com/drive/folders/1hFozSTQS6p5f7gu4DS7Fo5x aW5lbvktU?usp=sharing>

3. Board of Directors Meeting Minutes

<https://drive.google.com/drive/folders/1hFozSTQS6p5f7gu4DS7Fo5x aW5lbvktU?usp=sharing>

Please contact me for further assistance. Sincerely,

Alicia O'Connell, LCAM

Oceans Cloverleaf North Condominium
4 Oceans West Blvd.
Daytona Beach Shores, FL 32118
Office~ 386-322-8000
Fax~386-322-8940

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