



Rules and Regulations

Please read and sign at the bottom of the second page.

1. Rules and Regulations	New owners and residents are required to sign a copy of the rules and regulations. Any violation resulting in injury or litigation is the responsibility of the injured party.
2. Management	Employees of the Association are not to be sent on errands for individual unit owners nor shall any owner attempt to control the actions of an employee. Complaints regarding the services of the property can be made in writing to the board. Employees are not to be used for contractor access to your unit. If a contractor needs access to your unit, you are to notify the office in writing, via email. The employee will not accompany the contractor, only provide the key to your unit with your written authorization. Owner agrees that authorizing the key to be given to a contractor indemnifies the employee and the association from any theft or damage associated with the request. Key must be returned to the office before the office closes for the day.
3. Do not block or leave items in hallways, entrances, sidewalks, stairways, etc.	No garbage cans, doormats, shoes, supplies, or other personal property may be left in these areas. Do not park bicycles, mopeds, or any other vehicles in these areas. No bike, scooter, skateboard, etc. riding. No loitering or playing in these areas. Porch furniture may not be left on the walkways. Fire exits and common elements shall be kept clear of rubbish, debris and other materials. No smoking or vaping is permitted in lobbies, hallways, elevators, and other interior common areas.
4. Building, Property, and Security	Nothing is to be attached to any exterior surface including balcony floors, walls, and railings. No device that can record audio or video can be installed in the common areas except for the association security cameras that do not record audio as required by Florida law. Tampering with the safety or security systems will result in fines and repair costs. Anything attached to the hallway door must not protrude beyond the frame of the door and must be firmly attached. No clothes lines may be used anywhere on the property. No cooking on patios, porches, balconies, or entryways. No shopping carts from any retail establishment are allowed on Santa Clara property.
5. Occupants	Guests are welcome to stay up to 10 days. Guests over 10 days must be registered with the office. Guests occupying a unit when the owner or lessee is not present, who wish to use the recreational facilities must register with the office regardless of length of stay. Roommates must be registered with the office. Each owner planning to be absent during hurricane season should prepare their unit. Any owner planning to be absent for more than 30 days is responsible for having their unit checked regularly to prevent damage in the event of equipment failure.

6. Rentals	<p>Key West business licenses must be submitted to the office. Owner must submit to the office a copy of the lease and signed rules. All occupant names must be on the lease.</p> <p>Move ins and move outs are only permitted from 9AM – 9PM.</p>
7. Unit Interior	<p>Any flooring inside the unit installed after December 1, 2023 is to be as follows: 1. Soft flooring such as carpet, vinyl, cork, or other flooring that will limit noise transfer between floors. 2. Hard flooring such as tile, wood, laminate, or other flooring that can transfer noise between floors must have an underlayment designed to limit noise.</p> <p>No washers or dryers in the units. No signs are permitted on the condominium property or in a window that could be visible from outside the unit. No combustible or explosive items or fluids may be kept inside any unit or common area, except such as required for normal household use.</p>
8. Windows and Balconies	<p>Balconies cannot be enclosed. No laundry or rugs may be hung, cleaned, or shaken from any windows or balconies. No clothes may be hung to dry on the balcony railings or anywhere else on the property. Do not allow anything to fall from the windows or balconies of the unit, including while sweeping or cleaning. Draperies and blinds should appear white from the outside and be hung neatly.</p>
9. Noise	<p>No disturbing noises should come from any unit. No loud music or entertainment from any unit. Volumes should be reduced by 11PM. Music lessons are prohibited in this building.</p>
10. E-Bikes	<p>At no time should a charging battery be left unattended. Charging of E-Bike batteries is only permitted when a resident is home and awake. Any unit with an E-Bike must carry HO6 or renter's insurance. E-Bikes must be registered with the office and residents must provide proof of required insurance. E-Bikes are not to be operated inside the building.</p>
11. Recreational Facilities	<p>No one under 14 years of age without adult supervision. Open from Dawn to Dusk. No personal items may be left. Non-resident guests must be accompanied by residents at all times.</p>
11A. Swimming Pool	<p>There is no lifeguard on duty. Swim at your own risk. Maximum capacity is 30 people. Residents are permitted no more than 4 guests per unit. No glass in the fenced pool area. No food or drinks in the pool. No amplified music, headphones only. No animals in the fenced pool area. No smoking in the fenced pool area. Only wearable flotation devices or pool noodles are allowed. No other flotation or inflatable items are permitted.</p>
12. Laundry	<p>Machines can be used from 8AM – 11PM. Any laundry left overnight is subject to removal and disposal. Do not overload washers. Do not wash large rugs. Clean dryer lint filters before each load.</p>

13. Trash	<p>Trash and refuse should be disposed of in designated areas and in accordance with the posted instructions. Do not use the rubbish chute after 10PM.</p> <p>Household trash only. No commercial trash. No loose trash. Trash must be bagged. Bags of trash should never be left on the ground.</p> <p>Large items must be brought down and placed in the dumpster or bulk pick-up area. Nothing is to be left outside the dumpster.</p> <p>The rubbish chute door is a fire door and must remain closed at all times.</p>
13A. Recycling	<p>Cannot be in plastic bags. Must be placed inside the blue bins. Items must be rinsed.</p>
14. Parking	<p>Vehicles and bikes must be registered with the Santa Clara office. All vehicles must have a current valid registration. All vehicles parked overnight must have a visitors pass or decal. Bikes, mopeds and motorcycles must be parked in designated areas. No commercial vehicles as defined in 49 U.S.C. 31132(1) subsections A-D.</p> <p>No vehicles that cannot operate on their own power. No major repairs of vehicles on the property. Vehicles not in active use for more than 30 days should be on the 3rd row.</p> <p>No trailers, boats, motor homes, travel trailers or campers.</p>
15. Animals	<p>No pets allowed. Emotional support and service animals must be approved and registered with the office prior to the animal being brought into the building.</p> <p>All animals must be leashed and under the owner's control at all times. Fixed length leashes only. Retractable leashes are not permitted.</p> <p>Owners may only walk their animals in designated areas and must clean up all waste left behind. Animals are not permitted in the pool area or recreation facilities.</p> <p>Any animal that is a nuisance or danger will be removed from the property immediately.</p>

By signing this form you acknowledge that you have received and read a copy of the Rules and Regulations of Santa Clara, and agree to abide by the Rules and Regulations.

Unit Number:		Date:	
Resident 1-Signature:			
Print Name:			
Resident 2-Signature:			
Print Name:			
Resident 3-Signature:			
Print Name:			
Resident 4-Signature:			
Print Name:			