

Summer House



Home Owner Handbook

¹ Revised June 19, 2015

Dear New Summer House Neighbor,

Congratulations on your decision to purchase a home at Summer House Hilton Head Island. We recognize that you had many choices when buying a condominium home and we want to assure you that we will do everything that we can to ensure that your experience is all that you hoped it would be!

The management team is committed to delivering excellent service to you, on time and with a smile. We have learned over the years that the quality of your experience as a homeowner at Summer House will depend largely on your knowledge of what you can expect from us, what we can expect from you, and your participation as a resident in this community.

This Homeowner Handbook has been designed as a guide to help navigate the waters of ownership at Summer House. The Handbook also describes many of the official rules and regulations found in the condominium documents; in a more "user friendly" format.

Please take the time to review this manual thoroughly. This handbook explains many important policies regarding such things as move-in procedures, parking rules, use of amenities, and other available services. If you need clarification or additional details about any topic discussed, please phone or stop by the Management Office.

On behalf of the Board of Directors of Summer House and Management Team, Absolute Island Management, Inc we would like to extend our personal welcome and invite you to stop by and visit us if we can be of any assistance to you.

Welcome Home!

Jamie Bastian
Property Manager

SUMMER HOUSE HOMEOWNER HANDBOOK

TABLE OF CONTENTS

<u>WELCOME HOME</u>	<u>3</u>
<u>Summer House Information</u>	

IMPORTANT HOMEOWNER INFORMATION

<u>Gate Information / Amenities</u>	<u>4</u>	<u>Neatness</u>	<u>10</u>
<u>Community Information</u>	<u>6</u>	<u>Trash Disposal</u>	<u>10</u>
<u>General Information</u>	<u>7</u>	<u>Noise</u>	<u>11</u>
<u>Fires & Emergencies</u>	<u>7</u>	<u>Vehicles and Parking</u>	<u>11</u>
<u>Condominium Association Dues</u>	<u>7</u>	<u>Visitor/ Guest Parking</u>	<u>12</u>
<u>Lock Outs</u>	<u>7</u>	<u>Pets</u>	<u>12</u>
<u>Key Release</u>	<u>8</u>	<u>Balconies</u>	<u>13</u>
<u>In- Home Deliveries</u>	<u>8</u>	<u>Grilling</u>	<u>14</u>
<u>Package Acceptance Information</u>	<u>8</u>	<u>Satellite Dishes</u>	<u>14</u>
<u>Gate Controlled Access</u>	<u>8</u>	<u>Moving</u>	<u>14</u>
<u>Pool Area</u>	<u>8</u>	<u>Fireworks and Firearms</u>	<u>14</u>
<u>Occupancy Restrictions</u>	<u>9</u>	<u>Enforcement</u>	<u>15</u>
<u>Contractors & Hired Workers</u>	<u>9</u>	<u>Homeowners Insurance</u>	<u>15</u>

<u>Home Maintenance Information</u>	<u>16</u>
<u>What to do if your home needs maintenance</u>	

<u>Owner’s Acknowledgement of Instructions for And Risks In Using Limited Access Gates</u>	<u>17</u>
--	-----------

<u>Home Warranty by American Home Shield Warranty</u>	<u>19</u>
---	-----------

<u>Homeowners Insurance Acknowledgement</u>	<u>20</u>
---	-----------

<u>Key Release</u>	<u>21</u>
--------------------	-----------

<u>Pet Acknowledgement</u>	<u>22</u>
----------------------------	-----------

<u>Homeowners Handbook Acknowledgement</u>	<u>23</u>
--	-----------

<u>Utility Acknowledgement</u>	<u>24</u>
--------------------------------	-----------



Welcome Home...

Congratulations on your decision to purchase a home at Summer House Hilton Head. We are dedicated to making sure you are happy in your home.

Below is your new address.

380 Marshland Rd Unit #
Hilton Head SC 29926

Your mailbox number is:

Management Office Hours:

Monday through Friday 9 am to 5 pm

Management Office Contact Information:

Phone: 843-681-2877

Email: jamie@absoluteisland.com

After Hours Security Company
Coastal Security – 843-247-0788
(Call for trespassers and after hours noise complaints)

After Hours Answering Service

1-843-805-3198
(Call for floods or if the front gate is not operating)

Management Office Mailing Address:

Summer House Hilton Head
Attn: Clubhouse
380 Marshland Rd
Hilton Head, SC 29926



Instructions for Gate Directory & Pedestrian Entrance

- ❖ Your name is listed alphabetically in the front gate directory as:
- ❖ Scroll down to find it Or enter your quick access code by pressing the “phone icon” then for or for. It will ring your phone immediately
- ❖ Save the phone number to the front gate in your phone as –
843-342-6159
- ❖ When this number calls your phone, someone at the front gate is calling you to gain access
- ❖ When you answer your phone verify that it is the person you hope it is, if not hang up
- ❖ If you wish to give access to the front gate press **9** on your phone
- ❖ Pedestrian Gate code 532. The code will change periodically – mgmt will notify you.

Amenities:

Clubhouse:

Our newly renovated clubhouse includes wireless access for those who would like to relax outside of their home while staying connected! If you have your own laptop, relax by the pool or in the lounge and connect to the Internet via wireless Internet service. See the management office for information on renting the space for a private event.

Lounge Area for TV, Reading, Listening to the Radio, etc:

An up to the minute selection of newspapers, periodicals, journals and a 50 inch plasma screen television make this a great place to enjoy catching up on some rest and relaxation.

Pool & Sundeck:

Plan your escape only steps from home! Take a dip in the pool or just relax on one of the luxurious poolside chaise lounges.

Fitness Center:

If you prefer to elevate your heart rate and endurance, visit the cutting edge Fitness Center, where state-of-the-art cardio equipment and free weights are available for your use from 5AM to 11PM each day of the week.

Outdoor Kitchen:

The kitchen includes two stainless steel grills, an under counter refrigerator, and bar sink. Before grilling be sure to turn on the timer located

Hammocks:

Spacious and comfortable hammocks bordering the lagoon are a perfect place to enjoy your afternoons at Summer House.

Community Information:

Please review this section for a brief introduction to living at Summer House. The section is intended to provide you with useful guidelines, answer practical questions, and to help you become acquainted with a few important facts and procedures.

Everything contained in this section of the handbook is considered a "rule" in accordance with and as an extension of The Summer House Hilton Head Island Documents Disclosure Package. Nothing in this manual is intended to modify or contradict any provision of the Master Deed or Bylaws.

Utility Connections:

You are responsible for arranging for your phone, cable, electrical and Internet services. If you would like information on any of these services, please contact the Management Office.

Electric Service:

Palmetto Electric: 843-681-5551
www.palmetto.coop

Phone and Internet Service:

Hargray: 866-641-1399
www.hargray.com

Time Warner Cable: 866- 892-7201
www.timewarnercable.com

Both choices offer variety of programming packages, including extensive premium channels, High Definition programming and Parental Controls. Hargray offers various service bundles that accommodate different technological needs.

Please contact Management regarding independent satellite services. You must obtain written approval prior to the installation of any such service.

Summer House Rules of Conduct

General Information:

Many of the rules and regulations pertaining to use and occupancy contained in this Homeowners Handbook are summarized below. The rules and regulations pertaining to use and occupancy can be found in the Master Deed and should be read in full and understood by each homeowner. For additional information refer to the Master Deed or contact the Management Office.

Fires & General Emergencies:

In case of emergencies of any kind, first contact 911. Your home is equipped with individual smoke detectors. Please test your smoke detectors once per week by pressing the button on the front for a few seconds. The alarm will sound if working properly. Additionally, it is recommended that you replace the batteries in your smoke alarms when you change your clocks for daylight savings.

Condominium Association Dues:

Your regime payment is due on the 1st day of each month. Please refer to your closing documents for the correct amount. Checks may be made payable to Summer House Hilton Head Island Condominium Association Inc. If your payment has not been received by the 10th day of the month, a late charge of 10% will be automatically assessed to your account. Payments may be mailed or dropped off at the management drop box in the Clubhouse lobby (at the Management Office). Returned checks will result in a late charge of 10% of the amount owed as well as a returned check charge of \$25.00 automatically assessed to your account.

Lock Outs:

In the event that you become locked out of your home during Management Office hours, please contact the Management Office for assistance. Once you have provided a legal government issued form of identification and signed a written authorization, you will be given an emergency copy of your key. Your identification card will be kept at the front desk until the key is returned. In the event of a lockout after hours, you must call a locksmith. Management does not provide after hours lock out service.

If you require a lock change, Management will be happy to assist you for a fee of \$50.00 per occurrence. If an outside locksmith changes the lock, Management must approve the type and style of the lockset, and you must provide Management with a copy of the new key immediately for use in emergency situations. If a mailbox key is lost, the homeowner must contact the US Post Office on Hilton Head Island.

Key Release:

If you require another party to gain access to your home while you are not there, you may make arrangements with the Management Office to provide a temporary key and grant access to your home. This request must be made in writing by completing a Key Release Form at the Management Office. Parties requesting the key must provide legal, government issued photo identification, which they must leave with the front desk until the key is returned. If the party is unwilling to leave the identification, the key will not be provided. Management is required to keep a copy of your key. Only in the event of an emergency such as a fire or flood, would management enter your home.

In-home Deliveries:

In-home deliveries should be scheduled in advance with the Management Office. A Key Release form must be completed prior to management allowing anyone to have access to your home (see more on Key Release in this handbook see above).

Package and Letter Acceptance:

For your convenience, the management office will sign for and hold deliveries for you. The carrier will leave a notice on your door that you have a package at the management office. We ask that you pick up deliveries in a timely manner. The Management and Homeowners Association will not be responsible for lost or damaged deliveries. Please notify Management in writing if you prefer that we do not accept deliveries for you. Deliveries may be picked up during business hours.

Gate Controlled Access:

Summer House has a controlled access system that requires a remote or card to gain access into the community and certain areas such as the Fitness Room. Please visit the management office to replace lost or damaged cards (a charge of \$75.00 will be assessed for each additional card).

Pool Area:

Master Deed of Summer House, Section XVI, Use and Occupancy Restrictions, (D) Use Common Elements Including Amenities

As per the Rules and Regulations of either Summer House and/ or The South Carolina Department of Health and Environmental Control:

No pets, glass containers of any kind, tobacco, or alcohol are allowed in the pool area. All residents or guest must wear proper clothing at all times during their stay at the pool area. This also applies to small children wearing unprotected diapers. If you are caught

breaking any of the above rules all expenses incurred during the clean up will be charged back to the responsible party or the owner of the villa in which that person resides. The swimming pool is open without lifeguard service for use at the person's own risk, to residents of Summer House and their guests. A villa resident must accompany nonresident guests. Pool hours are from 5:00AM to 11:00PM daily. Please take note listed at the pool are all other rules and regulations as mandated by South Carolina Department of Health and Environmental Control.

Occupancy Restrictions:

Master Deed of Summer House, Section XVI, Use and Occupancy Restrictions, (B) Number of Occupants/ Residential

The maximum number of occupants in a Unit shall be limited to two (2) people per bedroom in the Unit. Units with no bedrooms, e.g. Garage Units and Storage Units may not be used as a residence. Garage Units may not be used solely for storage and may not in any event be utilized for business purposes. "Occupancy," for purposes hereof, shall be defined as staying overnight in a Unit for a total of more than thirty days, either consecutive or nonconsecutive, in any calendar year. This occupancy restriction shall not apply to require the removal of any person lawfully occupying a Unit on the Effective Date hereof. Upon written application, the Board shall grant variances to this restriction to comply with provisions of the Fair Housing Amendments Act of 1988 or any amendments thereto.

Leasing:

The Board of Directors must approve all leases no less than one-week prior to move in date. Only leases that are for a term of nine months or more will be reviewed.

Contractors & Hired Workers:

No Owner or Occupant may make any alteration within a Unit that involves connecting to Common Element pipes, lines, conduits and/or other apparatus for access to common utilities without prior written Architectural Review Committee (ARC) approval. No Owner or Occupant shall make any interior modifications to or place an excessive load on any structural or load bearing portions of a Unit without first obtaining the prior written approval of the ARC. All alterations made to a Unit by a contractor or subcontractor hired by an Owner or Occupant must be approved by the ARC of Summer House Hilton Head Island Condominium Association prior to the commencement of any work. In order for the ARC to approve the work, several items must be completed and submitted for review 45 days prior to any work commencing.

These items include, but are not limited to:

- Proof of insurance (general liability and worker's compensation) naming the Association as an additional insured.
- Copies of any required permits
- A report or drawing prepared by a licensed structural engineer (when applicable)
- Allowable working hours for contractors are Monday - Friday, 10 am – 6 pm and Saturday 10 am – 5 pm. Work is not permitted after these hours or on Sundays or Holidays as a courtesy to other homeowners. For more information, consult your Condominium Documents or contact the management office.

Your hired contractors may not use the resident compactors on the property to dispose of any construction related materials. It is the responsibility of the contractor to dispose of any material off of the property. Homeowners must make separate arrangements with the Management Office for any contractor personnel to enter or leave the community.

Neatness:

Master Deed of Summer House, Section XVI, Use and Occupancy Restrictions, (P) Rubbish, Trash and Garbage

All rubbish, trash and garbage shall be regularly removed from the Unit and shall not be allowed to accumulate therein. No garbage or trash shall be placed on the Common Elements or Limited Common Elements outside the Unit, temporarily or otherwise, except in trash dumpsters or compactors. Rubbish, trash and garbage shall be disposed of in sealed bags and either placed in the trash dumpsters or compactors, or proper receptacles designated by the Board for collection, or removed from the Condominium.

The pursuit of hobbies or other activities, including, but not limited to the assembly and disassembly of motor vehicles and other mechanical devices, which might tend to cause disorderly, unsightly or unkempt conditions, shall not be pursued or undertaken on any part of the Condominium. Clothing, bedding, rugs, mops, appliances, indoor furniture and other household items shall not be placed or stored outside the Unit.

Trash Disposal:

The trash compactor is located at the front of the property. You may not leave garbage outside your front door for any length of time. A fee of \$25.00 per bag per occurrence will be assessed for violations. Disposal of furniture, appliances, mattresses, or any large or bulky items must be arranged for separately by the homeowner and may not be left at the compactors or anywhere on the property. A fee of \$500.00 per item per occurrence will be assessed for violations.

Noise:

Master Deed of Summer House Section XVI, Use and Occupancy Restrictions, (H) Prohibition of Damage, Nuisance, and Noise

The use of destructive or offensive activity shall not be carried on within the Condominium. No Owner or Occupant of a Unit may use or allow the use of the Unit or any portion of the Condominium at any time, in any way or for any purpose which may endanger the health, unreasonably annoy or disturb or cause embarrassment, or discomfort to other Owners or occupants, or in such a way as to constitute, in the sole opinion of the Board, a nuisance. In addition, no Owner or Occupant of a Unit may use or allow the use of a Unit or the Common Elements in any manner which creates disturbing noises, including without limitation, use of stereo speakers or equipment that will in the sole discretion of the Board interfere with the rights, comfort or convenience of the other Owners or occupants.

Vehicles and Parking:

Vehicles may be parked only in designated, lined parking spaces or garages or other areas authorized in writing by the board. Summer House is not responsible for any loss due to theft, collision or any other damage occurring to vehicles on the property. All parking spaces on the premises are unassigned and strictly first-come-first-serve. Please be considerate to your neighbors and only park in one space. Traffic at the entrance may be congested during peak traffic hours. Never leave a vehicle unattended. Hired cars, limousines, taxis, etc. may wait in the front gate area no longer than 10 minutes.

Master Deed of Summer House, Section XVI, Use and Occupancy Restrictions, (K) Parking

The Owners or occupants of the Unit, to whom the parking spaces or Garage Units are assigned, and their guests and families may only use limited Common Element parking spaces and Garage Units.

(1) Vehicles permitted under this subsection may be parked only in designated, lined parking spaces or Garage Units or other areas authorized in writing by the Board.

(2) Disabled and stored vehicles are prohibited from being parked on the Condominium. For purposes hereof, a vehicle shall be considered "disabled" if it does not have a current license tag or is obviously inoperable. A vehicle shall be considered "stored" if it remains on the Condominium without being driven for fourteen (14) consecutive days or longer without prior written Board permission.

(3) Boats, trailers, jet-skis and trailers for sale, panel trucks, buses, trucks with a load capacity of one (1) ton or more, vans (excluding vans used by handicapped persons, mini-vans or sport utility vehicles used as passenger vehicles and receiving a "car" or "passenger vehicle" classification by the South Carolina Department of Motor Vehicles),

recreational vehicles (RVs and motor homes), vehicles used primarily for commercial purposes and vehicles with commercial writings on their exteriors other than Sheriffs, Marshall's or police officer's vehicles marked as such, are also prohibited from being parked on the Condominium, except in areas, if any, that may be designated by the Board as parking areas for particular types of vehicles. Notwithstanding the above, trucks, vans, commercial vehicles and vehicles with commercial writings on their exteriors shall be allowed temporarily on the Common Elements during normal business hours for the purpose of serving any Unit or the Common Elements and after normal business hours in case of an emergency; provided, however, no such vehicle shall remain on the Common Elements overnight or for any purpose unless prior written consent of the Board is first obtained. Notwithstanding the above, commercial vehicles associated with the business located within each Commercial Unit are permitted to park in spaces assigned to such Commercial Unit and other spaces as designated by the Board.

(4) Limited Common Element parking spaces assigned to Commercial Units, if any, are reserved for the exclusive use of the Owners or occupants thereof and the family members, customers, clients, the employees and the invitees of such Owners or occupants thereof.

(5) If a vehicle is parked in a fire lane, is blocking another vehicle or access to another Owner's Unit, Garage Unit or parking space, is obstructing the flow of traffic, is parked on any grassy area, is parked in a parking space or Garage Unit which has been assigned as exclusively serving another Unit, or otherwise creates a hazardous condition, no notice shall be required and the Board or the agent of the Association may have the vehicle towed or booted immediately. If a vehicle is towed or booted in accordance with this Section, neither the Association nor any officer or agent of the Association shall be liable to any person for any claim of damage as a result of the towing or booting activity. Notwithstanding anything to the contrary herein, the Board may elect to impose fines or use other available sanctions, rather than exercise its authority to tow.

Visitor/Guest Parking:

Visitor and Guest parking is limited and not guaranteed at any time. There is no long-term visitor parking available. All visitors are required to park in the designated visitor lots located by the H & J buildings. Failure to do so will result in towing at the owner's expense.

Pets:

Master Deed of Summer House, Section XVI, Use and Occupancy Restrictions, (J) Pets

No Owner or Occupant may keep any animals on any portion of the Condominium except as expressly permitted in this Section. An Owner or Occupant may keep no more than a total of two (2) dogs and/or cats per Unit and a reasonable number of other generally recognized household pets, as determined in the Board's sole discretion,

weighing less than two (2) pounds each (including by way of example, but not limitation, fish, gerbils and small birds).

(1) Pets must be kept on a leash and be under the physical control of a responsible person at all times while on the Common Elements; provided, however, pets need not be leashed within balconies when attended by a person; provided further that such pets shall not create a nuisance to other Owners. Pet litter left by pets upon the Common Elements or in any dog walk area must be immediately removed by the owner of the pet or the person responsible for the pet. Responsible parties MUST pick up and dispose of pet waste properly. There are pet stations throughout the property to make this as convenient as possible for everyone. Pets are not allowed inside the Clubhouse at any time. This includes the Club Room, Conference Room, Fitness Center, Management/ Developer Offices, or Pool Area. Failure to follow these pet guidelines may result in fines. Refer to your condominium documents for complete pet rules.

(2) No potbellied pigs, snakes, pit bull dogs, Rottweiler, Doberman pinchers or other animals determined in the Board's sole discretion to be dangerous may be brought onto or kept on the Condominium at any time. The Board may require that any pet, which, in the Board's opinion, endangers the health of any Owner or Occupant or creates a nuisance or unreasonable disturbance, be permanently removed from the Condominium upon seven (7) days written notice. If the Owner or Occupant fails to do so, the Board may remove the pet. The Board may remove any pet, which, in the Board's sole discretion, presents an immediate danger to the health, safety or property of any community member, without prior notice to the pet's owner.

Balconies:

Master Deed of Summer House, Section XVI, Use and Occupancy Restrictions, (E) Use of Limited Common Elements, Patios, and Balconies

Objects over forty-two (42) inches in height, grills (except for electric grills), bicycles, laundry garments, towels and objects other than potted plants and patio furniture, except as may be authorized by the Board, shall not be placed on a balcony. Objects shall not be permitted to hang over or be attached to any exterior balcony wall or to otherwise protrude outside of the vertical plane formed by the exterior surface of the balcony wall. Penetration of the surfaces of a balcony wall or floor is prohibited. Enclosure of a balcony is also prohibited. As used herein, "enclosure" shall mean the permanent enclosure of a balcony into the heated and cooled space within the boundaries of a Unit.

(I) Nothing shall overhang or be mounted to the balcony rail including flower boxes and decorative adornment. No decorative adornment, including patio furniture, should extend above the height of the balcony rail. Only patio furniture may regularly be stored on the balcony. No gas or barbecue grills of any type are permitted on the balcony or in any other area of the Condominium.

(ii) No Owner shall display, hang, or use any signs, clothing, sheets, blankets, laundry or other articles outside his or her Unit, or which may be visible from the outside of the Unit (other than draperies, curtains or shades of a customary nature and appearance in the light, neutral colors). Items which are not permitted to overhang windows, doors or balcony include, but are not limited to window sized air-conditioning units, linens, cloths, clothing, shoes, bathing suits or swimwear, curtains, rugs, mops or laundry of any kind, or any articles.

Grilling:

Master Deed of Summer House, Section XVI, Use and Occupancy Restrictions, (S)
Grilling

The use of outdoor grills on any portion of the Condominium Buildings is prohibited; provided, however, Owners and occupants are permitted to use grills located at the pool area from 5:00AM to 11:00PM daily.

Satellite Dishes:

Master Deed of Summer House, Section XVI, Use and Occupancy Restrictions, (U)
Antennas and Satellite Dish

Except as provided below, no satellite dish, antenna or other device for the transmission or reception of television signals, radio signals or any form of electromagnetic wave or radiation shall be erected, used or maintained on any portion of the Condominium, including the Unit or Limited Common Elements; provided, however that the Association shall have the right to erect, construct and maintain such devices. The following shall apply to all Owners:

Moving:

Master Deed of Summer House, Section XVI, Use and Occupancy Restrictions, (X)
Moving

Occupants of Units shall be allowed to move-in or move-out only on the days and times pursuant to regulations adopted by the Board. Notwithstanding the above, there shall be no moving in or out of Units between the hours of 8:00 p.m. and 7:00 a.m.

Fireworks and Firearms:

Master Deed of Summer House, Section XVI, Use and Occupancy Restrictions, (I) Firearms and Fireworks

The display or discharge of firearms or fireworks on the Common Elements or Limited Common Elements is prohibited; provided, however, that the display of lawful firearms on the Common Elements or Limited Common Elements is permitted by law enforcement officers and also is permitted for the limited purpose of transporting the firearms across the Common Elements or Limited Common Elements to or from the Owner's Unit. The term "firearms" includes "B-B" guns, pellet guns and other firearms of all types, regardless of size

Summer House requirements for homeowner's insurance

- 1) All homeowners will maintain a homeowner's insurance policy according to H06 policy standards
- 2) All homeowners will provide the management office with a copy of the declarations page of an active policy when it renews.
- 3) All homeowners that do not provide a copy of their declarations page will be fined according to the fine schedule as stated in the bylaws article 5.1M

Enforcement:

Master Deed of Summer House, Section XVII, Compliance and Default, (C) Enforcement

The Board (if its or such panel's findings are made against the Owner) may impose special assessments against the Unit owned by the Owner as follows:

- (i) First non-compliance or violation: warning or a fine not in excess of One Hundred Dollars (\$100.00);
- (ii) Second non-compliance or violation: a fine not in excess of Five Hundred Dollars (\$500.00);
- (iii) Third and subsequent non-compliance, or a violation or violations which are of a continuing nature after notice thereof (even if in the first instance): a fine not in excess of One Thousand Dollars (\$1,000.00)

Payment of Fines: Fines shall be paid not later than thirty (30) days after notice of the imposition or assessment of the penalties.

WHAT YOU NEED TO KNOW ABOUT HOMEOWNER'S INSURANCE.

The number one misconception about Homeowners Condominium Insurance is what it exactly covers. In addition, what does the Condo Association cover? Pursuant to Section XIII, Paragraph 6 of your Condominium Documents, "Except as specifically provided herein or by the Act, the Association shall not be responsible to Unit Owners to obtain insurance coverage upon the property lying within the boundaries of their Unit, including, but not limited to, their personal property, and for their personal liability, moving and relocation expenses, lost rent expenses and living expenses and for any other risks not otherwise insured in accordance herewith. To the extent that a Unit Owner or other occupant of a Unit desires coverage for such excluded items, it shall be the sole responsibility of the Unit Owner and/or occupant to obtain." To help you understand this better, the following will summarize specific examples so you can get a general idea of what you as a homeowner are responsible for within your Condominium home.

What coverage should I have?

Personal content coverage is an important tool for condominium owners as it is for all homeowners and tenants. This coverage is for your personal items, which includes your furniture, clothing, fixtures such as windows, lighting, cabinets, flooring, and your wall coverings and any incidental costs such as hotels, etc. if you should be displaced from your home.

What if your neighbor's washing machine overflows and floods your unit?

Your homeowners insurance will cover your loss and you need to report it to them immediately. Your policy will cover the replacement of your flooring, clean-up, painting, carpet and drywall repairs, etc. Your insurance should always be the first party of contact for a claim and your insurance company can always contact your neighbor's insurance and file a claim for subrogation (reimbursement).

What if you live on a top floor and experience a sudden roof leak?

The Association is responsible for repairs to the roof. Please contact the Association Manager and report the leak for a repair. You are responsible for the repairs to the interior of you unit and need to contact your insurance provider immediately to file a claim for the interior repairs to your unit and any personal items. The Association is only responsible for the roof repairs.

PROTECT YOURSELF, ASK QUESTIONS! CONTACT YOUR INSURANCE
AGENT FOR SPECIFIC DETAILS ON WHAT COVERAGE YOU CURRENTLY
HAVE AND RECOMMENDATIONS ON OTHER OPTIONAL COVERAGE.

HOME MAINTENANCE INFORMATION

Owning your own home has great rewards. Owning a CONDOMINIUM home has even more rewards! You don't have to worry about exterior repairs, building repairs and upkeep, landscaping etc ... But you do have to manage repairs inside your home. We have some tips that may prevent needless service calls to your home or prevent further damage while you await a repairman. So when you ask yourself...

WHAT DO I DO IF...

The air conditioner is not cooling or heater isn't heating?

Check the breaker in the inside breaker box and reset button on exterior of unit

Make sure you replace your air filter every 3 months.

Check thermostat for proper settings (should be set on "auto" and "cool" or "auto" and "heat")

The air conditioner has ice on it?

Turn the system off and place a bucket under inside unit to catch water. Then contact a qualified HVAC technician.

The outlets aren't working?

If one socket on the outlet works, flip the wall switch in the room to operate the other. If the outlet doesn't work at all, locate the GFI reset outlets in the condo and press the reset buttons.

There is no hot water?

Check the inside breaker. There is also a breaker on the water heater. If you are not sure about how to do this give us a call or contact a qualified Plumber.

New GE appliances are broken?

During the first year of appliance purchase, call GE directly at 1-800-782-8053 Ext.4. After that, refer to your home warranty for help, if applicable.

The garbage disposal doesn't work?

Make sure the power is off at the breaker, then check for blockage in the disposal.

Press the "reset" button located on the bottom of the disposal under the sink.

The toilet overflows?

Turn off the water at the valve on the wall behind the toilet. Then plunge the toilet. Turn the water back on and try to flush again.

The faucet is leaking?

Turn the water valves off on the wall under the sink.

Summer House HHI Condominium
**Owner's Acknowledgement Of Instructions For And Risks In Using Limited Access
Gates**

Owner(s) acknowledges and agrees that to the primary purpose of controlled or limited access gates is to regulate the parking and number of automobiles or vehicles on the property. Owner(s) acknowledges and agrees that controlled or limited access gates and devices may experience mechanical, electrical, or electronic failure from time to time. Neither Summer House HHI, LP ("Developer"), or Summer House Condominium Association, Inc. ("Association"), or their agents or employees, shall have any liability for the loss or damages to owner(s), owner's family, occupants, guests, or invitee's person or property in the event said gates or devices fail to operate properly. The Association or Management may at any time, either with or without notice, repair, replace, discontinue, disconnect, suspend, deactivate, or install any such controlled or limited access gates and devices without any liability whatsoever. Owner(s) acknowledges and agrees to use controlled or limited access gates in a proper and safe manner and to follow all instructions or directions given for proper use, entry, and exiting of gates. Owner(s) acknowledges and agrees that improper use of such gates can result in damage to Owner(s') vehicle or automobile. Developer, Management, and Association shall not be liable for damages or loss to owner(s'), owner's family, occupants', guests', or invitees' person or property of any type for any reason or cause. Owner(s) acknowledge and agrees that they shall pay Developer, Management, or Association for any damages which owner(s) or owners' family, occupants, guests, or invitees cause to the controlled or limited access gates or to any portion of the property due to breach of this Addendum. Residents shall promptly pay said damages upon receiving invoice for the same. Unpaid damages may result in a lien places on owner(s) unit.

Any gate attendant engaged by the Developer, Management, or Association will enforce all gate access policies and procedures. This may include stopping traffic and requesting identification or calling owners to allow visitor access if the gate system is not functional. Cooperation is required of owner(s), owner's family, occupants, guests, or invitees.

OWNER, FOR HIMSELF OR HERSELF AND HIS OR HER TENANTS, GUESTS, LICENSEES, AND INVITEES, ACKNOWLEDGES AND AGREES THAT NEITHER THE ASSOCIATION, MANAGEMENT, NOR DEVELOPER IS A PROVIDER OF SECURITY NOR NEITHER PARTY SHALL HAVE A DUTY TO PROVIDE SECURITY ON THE CONDOMINIUM. MANAGEMENT, DEVELOPER, AND THE ASSOCIATION DO NOT GUARANTEE THAT NON-UNIT OWNERS AND NON-OCCUPANTS WILL NOT GAIN ACCESS TO THE CONDOMINIUM AND COMMIT CRIMINAL ACTS ON THE CONDOMINIUM NOR DO THEY GUARANTEE THAT CRIMINAL ACTS ON THE CONDOMINIUM WILL NOT BE COMMITTED BY OTHER UNIT OWNERS OR OCCUPANTS. IT SHALL BE THE RESPONSIBILITY OF EACH OWNER TO PROTECT HIS OR HER PERSON AND PROPERTY AND ALL RESPONSIBILITY TO PROVIDE SUCH SECURITY SHALL LIE SOLELY WITH EACH UNIT OWNER. NEITHER MANAGEMENT, DEVELOPER NOR THE ASSOCIATION SHALL BE HELD LIABLE FOR ANY LOSS OR DAMAGE BY

REASON OF FAILURE OF THE LIMITED ACCESS GATE SYSTEM TO PROVIDE ADEQUATE SECURITY.

Condominium Unit # _____

Owner

Date

Owner

Date

Management Representative

Date

Summer House HHI Condominium
Homeowners Insurance Acknowledgement

I, _____, understand that Summer House Condominium Association, Inc., except as specifically provided in the Declaration of the Condominium or by the South Carolina Condominium Act, is not responsible for obtaining insurance coverage upon any property lying within the boundaries of the Unit, including, but not limited to, personal property, and personal liability. I, as the Unit Owner, acknowledge and agree that I am responsible for insuring all real and personal property located within the boundaries of the Unit that is excluded from coverage provided by the Association.

Please refer to your Condominium Documents and your Homeowner's Handbook for more information about damages and coverage.

Condominium Unit # _____

Owner

Date

Owner

Date

Management Representative

Date

Summer House HHI Condominium

KEY RELEASE

Date: _____

Condominium Unit # _____

Name: _____

I hereby authorize Summer House Condominium Association, Inc. (the "Association"), to release a key to my condominium unit to

(Name of company/person)

on _____.
(Date)

I fully understand that the Association, or its employees or agents, are in no way responsible for damages or theft to my condominium unit or my belongings. I further agree that in the event of key loss/damage or lock damage, I will be responsible for changing or replacing the lock if desired (and all costs associated therewith) and providing the company/person designated above, or such other company/person designated by the Association, with a copy of the new key.

Owner

Date

Agent for Management

Summer House HHI Condominium

Pet Acknowledgement

I, _____ understand that all pet rules and policies will be strictly enforced. These include, but are not limited to the following:

- **All pets (including cats) must be “indoor” pets**
- **Pets must be on a leash and under physical control at all times while on the property**
- **Maximum of 2 dogs and/or cats per Unit**
- **Feces left by pet on the property grounds must be immediately removed by owner or responsible party and disposed of properly. A \$25.00 fee will be charged to owners for each violation**
- **Pets may not be left on screened lanai unattended**
- **Pets may not disturb other residents or owners**
- **Restricted pets include pit bull dogs, Rottweiler, Doberman pincers, snakes, potbellied pigs, or other animals determined by the Board to be dangerous**

Please refer to the Declaration of Condominium for Summer House for further pet rules and regulations.

Condominium Unit # _____

Owner

Date

Owner

Date

Management Representative

Date

Summer House HHI Condominium

Homeowners Handbook Acknowledgement

I have received a Homeowner Handbook and understand the information included in the Handbook.

Condominium Unit # _____

Owner

Date

Owner

Date

Management Representative

Date

Summer House HHI Condominium

Utility Acknowledgement

I/We, _____, the purchaser(s) of Unit # _____ (the "Unit") understand that the electricity service in the Unit must be transferred into my name within 24 hours of closing and I agree to assume responsibility to transfer of this service. I also understand that electricity service may be discontinued if is not transferred within the 24-hour period. The undersigned hereby understand that the undersigned must contact Palmetto Electric at (843) 681-5551 for service.

This Addendum shall be binding on the undersigned and it successors-in-title.

Condominium Unit # _____

Owner

Date

Owner

Date

Management Representative

Date