



COLONIAL RIDGE MT. VERNON INC.

C/O CMC MANAGEMENT, INC., 2950 JOG ROAD, GREENACRES, FL 33467
561-641-1016 ~ 561-641-9118 FAX

NO PETS OF ANY KIND

Application for Purchase OR Lease

Desired date of occupancy or closing _____ 5505 No. Ocean Blvd., Bldg. 2, Unit # _____

Applicant Name(s): _____ Phone _____
_____ Phone _____

Email Address: _____

Email Address: _____

Realtor Information: _____ Phone _____

All applicants for purchase or lease are subject to approval of the Association.
THE FOLLOWING ITEMS MUST BE INCLUDED WITH THIS APPLICATION
Out of state or foreign background checks will incur an additional fee.
Two-sided pages will NOT be accepted

- APPLICATION PROCESSING FEE: *NON-REFUNDABLE*** \$150.00 required Per Applicant or legally Married Couple, Cashier's Check or Money Order Made payable to CMC MANAGEMENT. **Additional occupants 18 years of age or older require separate application.**
- Copy of your Driver's License(s)
- Copy of vehicle registration(s)
- Copy of purchase or rental contract
- Lease Requirement: Owner(s) account must be current and violations corrected**

FOR PURCHASERS: TITLE COMPANY OR CLOSING ATTORNEY MUST REQUEST AN ESTOPPEL BEFORE CLOSING TO DETERMINE MONIES OWED TO THE ASSOCIATION BY THE OWNER OF THE PROPERTY. IF THIS PROCESS IS NEGLECTED, THE NEW OWNER MAY END UP BEING LIABLE FOR DELINQUENCY-ESTOPPELS AND QUESTIONS CAN BE OBTAINED AT www.condocerts.com. **A Certificate of Approval, which is required to close, will be provided to the purchaser after the interview. You must supply the Management Company with a copy of your Warranty Deed and mailing address after closing. Purchaser is also required to inform the management company of any changes in mailing address. Governing Documents must be provided by current owner, or can be purchased at www.condocerts.com.**

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED - PLEASE KEEP ALL PAGES INTACT & PLEASE ALLOW UP TO 30 DAYS FOR PROCESSING.

Owner Maintenance fees are due the 1st of each month
\$50 Late fee incurs on the 10th of the month

Revised 10/2025



COLONIAL RIDGE MT VERNON

APPLICANT(S) INFORMATION (Check one) **PURCHASE** or **LEASE**

Name: _____ Date of Birth: _____

Spouse' Name: _____ Date of Birth: _____

Other Occupants: _____ Date of Birth: _____

Relationship: _____

Other Occupants: _____ Date of Birth: _____

Relationship: _____

RESIDENCE HISTORY

Present address: _____

Own or Lease How Long? _____ Present Landlord _____

Phone: _____

Previous address: _____

Own or Lease How Long? _____ Previous Landlord _____

Phone: _____

EMPLOYMENT HISTORY

Employed by: _____ Income: \$ _____

Address: _____

Position: _____ How long? _____ Phone: _____

Military Status: Active? Yes No

* Minimum of 5 years employment history required for Single person or married couple. Please attach additional pages if necessary.

SPOUSE EMPLOYMENT HISTORY

Employed by: _____ Income: \$ _____

Address: _____

Position: _____ How long? _____ Phone: _____

Military Status: Active? Yes No

References:

Name: _____

Address: _____

Name: _____

Address: _____

VEHICLES:

State _____ Make/year: _____ Color/Model _____

Tag # _____ Insurance Carrier: _____

State _____ Make/year: _____ Color/Model _____

Tag # _____ Insurance Carrier: _____

IN CASE OF EMERGENCY CONTACT:

Name _____ Phone _____

Name _____ Phone _____

COLONIAL RIDGE MT. VERNON, INC.

c/o CMC Management, Inc., 2950 Jog Road, Greenacres, FL 33467
561-641-1016 ~ 561-641-9118 Fax

NEW UNIT-OWNER INFORMATION

Date: _____

ADDRESS: 5505 No. Ocean Blvd., Bldg 2, Unit # _____

OWNER(S) NAME(S): _____

ALTERNATE ADDRESS: _____

*HOME PHONE # _____

CELL PHONE # _____

*E-MAIL: _____

ALT/PHONE # _____

Do you live in your unit full time? YES NO

If yes, please name the individuals of all who are living with you in your unit:

Name: _____ Relationship _____ Birthdate _____

Name: _____ Relationship _____ Birthdate _____

Name: _____ Relationship _____ Birthdate _____

Are you renting out your unit? YES (Term of lease from _____ to _____) NO

If yes, please supply names of individuals who have been approved to live in your unit, and include their contact information:

Name: _____ Birthdate _____ Phone # _____

Name: _____ Birthdate _____ Phone # _____

Name: _____ Birthdate _____ Phone # _____

Name: _____ Birthdate _____ Phone # _____

EMERGENCY CONTACT: Please indicate a local individual who may be contacted in an emergency:

Name: _____ Address: _____

Phone # _____ Cell # _____

**Your information shall be kept on file and may be used to contact you by the Association Board of Directors or Management, however, the Association has no intention of sharing your private e-mail addresses and phone numbers as part of the official records without your permission.*

TO BE FILLED OUT BY APPLICANT(S)
(Please type information or print clearly)
FOR CMC OFFICE USE ONLY

All Questions must be answered - write N/A if not applicable

This is a Purchase or This is a Rental

Association: _____

If Purchase, projected closing date: _____

If Rental, Lease Term from _____ to _____

Address of Unit: _____

Applicant Name: _____

Co-Applicant Name: _____

If purchase, will you live on property:

full time or part time or not at all *(if part time resident-must inform CMC when you will be in residence at the association or away at your alternate address, each time, and any changes of alternate address must be reported to CMC)*

Alternate mailing address:

Phone # _____ Phone # _____

Email: _____

Email: _____

This form should be given to the property manager with the application and a copy retained at front desk to be submitted to A/R with Warranty Deed when received.

COLONIAL RIDGE MT. VERNON, INC.
C/o Century Management Consultants, Inc.
2950 Jog Road, Greenacres, FL 33467

561-641-1016 ~ 561-641-9118 Fax

FOR PURCHASERS:

All purchasers of units in the Colonial Ridge Mt. Vernon, Inc. are subject to all the rules of the Governing Documents, its By-Laws, Restrictions, Rules and Regulations. I/we have been provided with the Association's Governing Documents. I have also read and understand the Restrictions and Rules and Regulations of this Association, and promise to abide by them.

Signature of Applicant

Signature of Co - Applicant

Signature of Witness

Date

FOR RENTERS:

All renters of units in The Colonial Ridge Mt. Vernon, Inc. are subject to all the rules of the Governing Document, Restrictions, and Rules and Regulations. I/we have been provided with, have read and understand The Rules and Regulations, and promise to abide by them.

Signature of Applicant

Signature of Co - Applicant

Signature of Witness

Date

COLONIAL RIDGE MT. VERNON, INC.
C/O CMC Management, Inc., 2950 Jog Road, Greenacres, FL 33467
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OWNER OR RENTER

VEHICLE REGISTRATION: Vehicles that shall be parked on the property

DATE _____ **UNIT #** _____ **PARKING SPACE #** _____

Vehicle Owner Name _____

HOME PHONE _____ WORK PHONE _____ CELL PHONE _____

Vehicle #1
Tag # _____

Color/Year/Make/Model _____

COLONIAL RIDGE-MT. VERNON CONDO ASSN., INC.
C/o CENTURY MANAGEMENT CONSULTANTS, INC.
2950 JOG ROAD, GREENACRES, FL 33467
561-641-1016 PHONE ~ 561-641-9118 FAX
INFO@CMCMANAGEMENT.BIZ

ACKNOWLEDGEMENT AND AUTHORIZATION FOR BACKGROUND CHECK

I acknowledge receipt of the separate documents entitled "DISCLOSURE REGARDING BACKGROUND INVESTIGATION AND A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT", and certify that I have read and understand both of these documents. I/we hereby authorize the obtaining of "consumer reports" including but not limited to credit, eviction and criminal backgrounds. To this end, I/we hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer or insurance company to furnish any and all background information requested by Background Screeners of America, 9333 Melvin Ave., Northridge, CA 91324; 866-570-4949; www.backgroundscreenersofamerica.com and/or Employer, Homeowner Association, Condominium Association or Cooperative Association. I further agree that a facsimile (fax), electronic or photographic copy of this Authorization shall be as valid as the original, and will hold harmless CMC Management, their employees, agents and/or affiliates, i.e., HOAs etc., and Background Screeners of America, their employees or agents and other organizations that provide information, from any and all liabilities arising out of the use of such information in connection with Background Screeners of America.

BACKGROUND INFORMATION – to be completed by all applicants 18 years of age or older. Unmarried co-applicants must fill out separate Acknowledgement/background information form.

Last Name: _____ First: _____ Middle: _____

Other Name (Alias) _____

Social Security # _____ Date of Birth _____

Driver's License # _____ State issued: _____

Present Address: _____ City _____

State: _____ Zip Code _____ Phone: _____

*Email: _____

Signature: _____ Date: _____

SPOUSE:

Last Name: _____ First: _____ Middle: _____

Other Name (Alias) _____

Social Security # _____ Date of Birth _____

Driver's License # _____ State issued: _____

Present Address: _____ City _____

State: _____ Zip Code _____ Phone: _____

*Email: _____

Signature: _____ Date: _____

Para información en español, visite www.consumerfinance.gov/learnmore o escribe a la Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.

- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete, or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need -- usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

TYPE OF BUSINESS:	CONTACT:
1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates	a. Consumer Financial Protection Bureau 1700 G Street, N.W. Washington, DC 20552
b. Such affiliates that are not banks, savings associations, or credit unions also should list,	b. Federal Trade Commission: Consumer Response Center – FCRA

in addition to the CFPB:	Washington, DC 20580 (877) 382-4357
2. To the extent not included in item 1 above:	
a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks	a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050
b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act	b. Federal Reserve Consumer Help Center P.O. Box. 1200 Minneapolis, MN 55480
c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations	c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106
d. Federal Credit Unions	d. National Credit Union Administration Office of Consumer Protection (OCP) Division of Consumer Compliance and Outreach (DCCO) 1775 Duke Street Alexandria, VA 22314
3. Air carriers	Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, S.E. Washington, DC 20590
4. Creditors Subject to the Surface Transportation Board	Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, S.W. Washington, DC 20423
5. Creditors Subject to the Packers and Stockyards Act, 1921	Nearest Packers and Stockyards Administration area supervisor
6. Small Business Investment Companies	Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, S.W., 8 th Floor Washington, DC 20416
7. Brokers and Dealers	Securities and Exchange Commission 100 F Street, N.E.

	Washington, DC 20549
8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations	Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090
9. Retailers, Finance Companies, and All Other Creditors Not Listed Above	FTC Regional Office for region in which the creditor operates <u>or</u> Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 (877) 382-4357



**COLONIAL RIDGE MAINTENANCE CORPORATION, INC.
CONSENT TO RECEIVE ELECTRONIC NOTICE OF MEETINGS**

We are asking that you help us improve how Colonial Ridge Club communicates with you and all shareholders by **consenting to receive official notices** about meetings, budgets and other important information by email.

This is critical to help us:

1. Communicate quickly and efficiently.
2. Provide a way for you to reach us directly.
3. Save money on mailing costs (potentially hundreds of dollars each year!).

To do so, complete the attached form OR simply send an email to crmcfcla@gmail.com and say you “consent to receive official communication by email.” Please include your building and unit number.

Thanks!

- Jim Rattray
CRMC Board Secretary

PS: And also please create an account to access shareholder information at the Colonial Ridge Club website: <https://www.crcfla.com>



**COLONIAL RIDGE MAINTENANCE CORPORATION, INC.
CONSENT TO RECEIVE ELECTRONIC NOTICE OF MEETINGS**

The undersigned, being all the Unit Owners of:

Unit No. _____, at **Building Name** _____

pursuant to Florida Statutes, hereby consent in writing to receiving notice by electronic transmission for certain meetings of the Board of Directors, Committees, and Annual and Special Meetings of the Members of Colonial Ridge Maintenance Corp. ("Association") to the fullest extent permitted by law. The undersigned understands that the electronic mail ("email") address(es), as indicated herein, will be an official record of the Association and subject to inspection by Unit Owners, as provided by law.

The undersigned designates the following email address(es) for such purposes (if more than four names listed on stock certificate, please add below):

Name: _____ **Email Address:** _____

Name: _____ **Email Address:** _____

Name: _____ **Email Address:** _____

Name: _____ **Email Address:** _____

The undersigned understands and agrees that mailed/paper notice will not be provided to the Unit Owners unless the Unit Owners file a revocation of consent to receive electronic notice of meetings, or an equivalent affirmation, with the Association.

All Owners of the Unit Please Print Name, Sign and Affix Date below:

Print Name: _____ **Signature:** _____ **Date:** _____

Print Name: _____ **Signature:** _____ **Date:** _____

Print Name: _____ **Signature:** _____ **Date:** _____

Print Name: _____ **Signature:** _____ **Date:** _____

I/We understand that this consent can be revoked at any time by notifying CRMC at crmcfla@gmail.com.



Colonial Ridge Maintenance Club House Rules & Regulations 2024

www.crcfla.com

Proposed: September 23, 2021	Adopted: September 23, 2021	Updated: August 7, 2024 June 4, 2024 May 1, 2024 January 20, 2022
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INTRODUCTION

All Owners, renters and their guests should enjoy Colonial Ridge Club and all of our facilities by remembering these simple rules:

1. Consideration and respect for your neighbors.
2. Good taste.
3. A positive attitude.
4. Be a volunteer and help out when you can.

The following represent a combination of rules and regulations for both the **common ground** and **overall rules and regulations pertinent to the complex**.

A portion of these rules are mandated in the Property Leases, Building Corporation By-laws, CRMC By-laws and some are in accordance with State and Municipal codes, all of which are incorporated by reference herein. The balance have been formulated using experience in communal living as a guide. References to "Shareholder" and "Owner" shall mean the same and are used interchangeably.

All Owners, renters and their guests are bound by these rules and regulations and those of their Building Corporation, and shall be given copies of same with the understanding that they shall comply with all of the terms and requirements herein. It is the Owner's responsibility to make certain that guests and/or renters are given copies of these rules and regulations.

<https://www.crcfla.com/house-rules>

VEHICLES & PARKING

- A. The individual parking spaces are the responsibility of the individual Building Corporations' Directors and Shareholders. Parking spaces in front of the clubhouse and pool area are the responsibility of CRMC and are to be used for temporary parking. Guests' spots at the individual buildings are exclusive to that building only. Owners' guests and renters from other Building Corporations should not park in guest spots of other buildings. No owner, their guests or renters from other buildings should park in guest spots of other buildings.
- B. Cars are to be parked facing the bumpers, unless they are being loaded or unloaded. If a vehicle is unattended for an extended period of time, a key should be left in their residence in the event the vehicle has to be moved.
- C. Customized vehicle covers are permitted, provided they are secured properly at all times.
- D. Parking spaces in front of each building are assigned by the Board of Directors of said building to their Shareholders. Visitors of Owners may use the guest spot(s) in areas designated by the Building Corporation Board, and, if such spots are not available, visitors are asked to park at the designated spots in front of the Clubhouse.
- E. At Building Corporation's discretion, parking tags are issued to residents after filling out a parking document with a copy of their registration and license.
- F. If there are parking violators, abusers will initially have notices placed on their vehicles calling attention they are parked in a "reserved" spot. If the violator has left the vehicle in the reserved space without notifying the Building President or CRMC (in case of Clubhouse spots), Big City Towing, with signage at either end of the community, may be called and will remove the vehicle under Florida Statutes 715.07 and 713.78.*
- G. Officers of individual Building Corporations, or their designee, have the right to call for towing after a parking violation has occurred at their building. This may be done after proper notice has been given to the violator.
- H. Colonial Ridge Club does not allow members, renters or visitors to have trucks, trailers, commercial vehicles, motorcycles, mopeds, skateboards, roller blades and scooters on the premises. Member's or renter's visitors who arrive in trucks will be permitted on CRC property for a 24 hour period.

- I. A resident or guest may utilize a golf cart *instead* of a car, under the following conditions:
 - a. The golf cart shall be subject the same CRMC rules as if it were a car and must only be parked in the spot designated by the building corporation.
 - b. All golf carts must be registered with a state Department of Motor Vehicles, have a current license plate and registration attached, and only be operated by an individual with a valid driver’s license.
 - c. All golf carts must be insured as a motor vehicle and not as personal property under a home owners or other type of insurance policy.
 - d. No charging of golf carts can be done on CRC property.

- J. No Resident shall store or leave campers, motor homes, RV’s, trailers, any boat, personal watercraft and boat trailers on the Association Property. Unlicensed or inoperable vehicles are prohibited.

- K. SUVs are allowed with the understanding they will be for personal use only. No commercial use of such vehicles is allowed.

- L. **The posted speed limit is 10 mph and must be observed.**

- M. Hosing of vehicles by residents, mainly for the removal of salt deposits, is permitted. Soap or any suds-producing cleaners may not be used in front of buildings. Car washing, with vehicle washing detergents, is allowed in the parking spot in front of the Club House closest to A1A.

- N. No vehicle which cannot operate on its own power shall be allowed to remain on CRC property. No repair of vehicles, except inflation or changing of tires and/or jump-starting vehicle battery, shall be made on the CRC property.



ABSENTEE OWNERS

- A. Absentee Owners will not allow anyone to use the club facilities unless the visitors are actually occupying said Owner’s apartment.

PETS (ANIMALS)

- A. Pets are not permitted on any part of the property or in any unit of Colonial Ridge Club, unless the shareholder has official legal documentation for an Assistance Animal (AA) — such as a Service Animal (SA) or Emotional Support Animal (ESA) — which is validated and approved by the Building Corporation's Board.

HURRICANE/WINDSTORM PRECAUTIONS

- A. It is very important when residents plan to be away for more than 7 days, they ensure all furniture, door mats, bicycles, flower pots, etc., which may have been placed on the exterior portion of the building, be removed and placed inside the unit. Failure to do so, resulting in damage, shall be the responsibility of the Owner. Not doing so places the responsibility upon the remaining residents and can be a considerable task. If the aforementioned items are not removed, they can either be destroyed or become lethal weapons once the high winds and heavy rains commence.

<https://www.crcfla.com/hurricane-preparedness>

EXTERIOR AREAS OF BUILDINGS (Porches, railings, walkways, stairs, bushes, pool, fence)

- A. Articles of personal use, such as clothing, towels, bathing suits, and laundry are not to be left outside the above-mentioned facilities.
- B. Signs (including, but not limited to, advertising and political messages) are not allowed on the common grounds, buildings, apartments or vehicles.
- C. Decorations of any kind are not permitted to be affixed to the outer walls of any of buildings, except as sponsored by the Building Corporation during holidays.

GARBAGE, TRASH & RECYCLING

- A. **Garbage & Trash:** Each building shall have a large plastic garbage bin. All garbage from units shall be put in plastic bags that are tied before placing in the building garbage bin. Under no circumstances shall individual plastic bags containing soft or wet garbage be put at curbside. Garbage bins may be placed at curbside after dark the night before for collection on Tuesday and Friday mornings. Under no circumstances is soft or wet waste to be put out the night before pick-up. No garbage or trash is to be placed in the recycling bins. Please read the memoranda on the bulletin board in the Mailroom or ask one of your Building Corporation officers for a copy of the same. The memoranda will give you details as to what and what may not be placed in the recycling bins.
- B. **Recycling Bins:** Blue for glass, cans, plastic, etc. (no plastic bags); Yellow for newspapers, cardboard, paper, etc. Please see complete SWA list on Mailroom Bulletin Board. The bins, located either to the rear or the side of each building, and are placed at curbside the morning of collection or after dark the night before. The placement of these bins is done by volunteers; no particular person is assigned to do so. Any help in putting out and taking in the bins is appreciated.

- C. **Palm branches & brush** are picked up on Tuesdays. Do not put out any palm branches or brush until Monday night or Tuesday morning. Otherwise place near trash bins behind your building or put in black bags and place near trash bins until the Tuesday collection day.
- D. **Please help!** The transport of trash and recycling bins is done by volunteers — no particular person is assigned. Your help in taking out and returning the bins is appreciated!

LAUNDRY ROOMS

- A. Each Building Corporation has its own laundry room(s) and the use thereof is coordinated by the individual buildings. The care of the rooms is the responsibility of each Building Corporation. Again, this is a Building Corporation responsibility and not a responsibility of CRMC. A designated area should be made in each laundry room to post rules and regulations, Building Corporation information and events.

MAILROOM & BULLETIN BOARD

- A. The Mailroom is located at the west end of the Richmond building. The purpose of the board is to carry information of interest to the residents, i.e. parties, etc. Information relating to matters affecting the complex is also posted, i.e. changes in dates of garbage and/or recycling collections and lawn care.
- B. Sales of apartments, rentals, and personal effects, furniture, etc. are also set forth. This information should appear on a three by five card and confined to the small bulletin board nearest the door. Sale of apartments can also be listed on the Colonial Ridge Club website at www.crcfla.com.
- C. All postings appearing on the board must have the name of the person posting same.
- D. Respect residents' use of the bulletin board. Do not deface or remove any postings.
- E. Please turn out light and close the door when leaving the Mailroom.

SMOKING

- A. **Smoking is prohibited in all common grounds, including the Clubhouse, Boardwalk, Gazebo and on the Pool Deck.**
- B. Smoking is only permitted and must be confined to the southwest front outside corner of the Clubhouse. A "smoking area" sign is posted in the designated area.
- C. Smoking materials are to be picked up and disposed of properly.

CLUBHOUSE

- A. The Clubhouse, kitchen, and library are for the personal enjoyment of Colonial Ridge Club residents and guests. At no time shall the Clubhouse be used for external events such as business, religious, charity, political or non-Owner events. After use, the Clubhouse and its facilities should be returned to a neat and clean condition.
- B. A year-round working BBQ grill is available at the Clubhouse for members use. Maintenance and cleaning of the grill is the responsibility of the members who use it. Use of grills must adhere to Florida Fire Code 633.202 "Florida Fire Prevention Code."**
- C. SHUFFLEBOARD/BOCCE: Equipment is provided and stored in cabinet behind Clubhouse. The court and the equipment are available all year.
 - Sweep court as needed.
 - Do not walk on court, use the path.
 - After use, replace sticks, discs, or balls in cabinet.
 - Children must be supervised by adults.
 - Closing time is 10:00 p.m.
 - Please report any damage to a member of the CRMC Board.

BEACH AREA & GAZEBO

- A. Boats of any size and surf boards or shell shall not be stored on the beach or in the gazebo.
- B. Reasonable care must be exercised to avoid damage to the boardwalk, beach, and gazebo.
- C. Additionally, it is requested that the shower, as well as hoses, be used prudently. Florida's water supply is always critical and anything we can do to avoid any water use restrictions is appreciated.
- D. When food and/or drinks are taken to the beach or to the gazebo, please make certain to discard any cartons and/or cans in the garbage container located on the stair landing where the tar removal items are kept. Should the container be filled, please take the items home. Do not leave trash on the beach or on the boardwalk. Beach chairs shall not be left on the beach or gazebo.
- E. No glass or pets are permitted on the beach or gazebo.
- F. **Beach/Gazebo Gate:** The code to the gate that leads to the beach and gazebo is for residents (owners or renters) only and not to be shared with visitors not occupying a unit.

POOL AREA

- A. The pool requires a high level of housekeeping to comply with applicable Town, County and State laws. The rules posted at the pool are as follows:
- Pool Load: 27
 - Pool Hours: Sun up to 10:00 p.m.
 - Shower before entering pool. No soap or shampoo allowed, as it clogs the drain.
 - No child under 3 years of age allowed in pool without “swimmies” and diapers.
 - With the exception of “noodles,” no floats or toys allowed in the pool.
 - As per State of Florida Administrative Code Rule 64e-9008,*** no food or beverages are permitted in pool or wet deck area, which is a minimum width of 4 feet around the perimeter of the pool.
 - No glass or pets are permitted in the fenced area of the pool.
 - No clothing or towels may be placed on the fence around the perimeter of the pool.
 - No scuba equipment or boards allowed.
 - No diving or jumping off the edge of the pool.
 - Use pool at your own risk.
 - No lifeguard on duty.

Management reserves the right to deny anyone’s use of pool or facilities for cause or violations of rules.

Only authorized pool maintenance personnel, as determined by the CRMC Officers, are permitted in the pool pit area (where the pool mechanicals are located) or are permitted to add water to the pool.

SELLING & LEASING

We recognize there will naturally be turnover of units, either approved sales or rentals, and we therefore must balance the need for Shareholders to show and sell/lease their units with the ongoing privacy and safety of the entire community.

- A. **For Sale/Rent Signage:** Signage is restricted to 4” x 6” signs mounted on posts outside the front and rear entry gates of Colonial Ridge Club. No signage is allowed within the confines of the property, including on buildings, doors or windows. Sale of apartments can also be listed on the Colonial Ridge Club website at www.crcfla.com.
- B. **Showing of available units:** Shareholders and their designated real estate professionals are permitted to show units to prospective buyers/renters by appointment only. “Open houses” are not permitted as they provide unfettered public access to an otherwise private, gated community and impede the privacy and security of our Shareholders and residents.
- C. **Approval of sales & rentals:** All prospective buyers and renters are subject to the approval process outlined in the bylaws and house rules of CRMC and each individual Building Corporation.

- D. **HOPA (55+ requirement):** All Shareholders, renters and residents are subject to applicable Housing for Older Persons Act (HOPA)**** restrictions, which vary by each Building Corporation. Check with your Building Corporation president for your Building Corporation's HOPA requirements.

HAZARDOUS & FLAMMABLE MATERIALS

No flammable, combustible, or explosive fluid, chemical or substance shall be kept in any unit, except those approved by local and state fire codes for normal household use. No one may use or store personal, gas or charcoal grills or portable generators in any unit or patio in accordance with local and state fire regulations.

No fireworks or discharge of any type of firearm shall be permitted on Association property.

ALTERATIONS & MODIFICATIONS

Shareholders who make renovations to their units must obtain the proper permits from the Town of Ocean Ridge and follow all applicable building codes, which are available at the Town's website (https://www.oceanridgeflorida.com/departments/building_and_zoning/index.php).

When renovation projects require the use of a dumpster or other receptacle for material removal, the receptacle must be placed in the unit's designated parking space or other space designated and approved by your Building Corporation President. Whenever possible, a soft-sided receptacle should be used so as not to leave rust marks or damage to the pavement. Dumpsters must be removed within 30 days unless a requested extension is approved by your Building Corporation President.

Under no circumstances should any item be tossed, thrown or dropped from the second floor into a dumpster, receptacle or to the ground.

FIRE SAFETY

All Shareholders must adhere to **current fire safety regulations** (as stipulated by the Boynton Beach Fire Department), including keeping walkways and catwalks/balconies passable. Any furniture on walkways and catwalks/balconies must allow for a minimum of 28 inches of clearance for emergency personnel to pass.

LARGE WATER-HOLDING VESSELS

No hot tubs, pools, or any other large water-holding vessels, other than bathtubs, are permitted in any unit without a permit from the Town of Ocean Ridge.

Notes

* Links to Florida statutes regarding vehicle towing:

- **Florida Statute 715.07 “Vehicles or vessels parked on private property; towing.”**
<https://www.flsenate.gov/Laws/Statutes/2017/715.07>
- **Florida Statute 713.78 “Liens for recovering, towing, or storing vehicles and vessels.”**
http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&URL=0700-0799/0713/Sections/0713.78.html

** Links about fire safety code:

- **Florida Fire Code 633.202 “Florida Fire Prevention Code”**
<https://m.flsenate.gov/Statutes/633.202>

*** Links about pool safety:

- **Florida Administrative Code Rule 64e-9008 “Supervision and Safety”**
https://www.flrules.org/Gateway/View_notice.asp?id=17729483

**** Links about Housing for Older Persons Act (HOPA):

- **U.S. Housing & Urban Development “The Fair Housing Act: Housing for Older Persons”**
https://www.hud.gov/program_offices/fair_housing_equal_opp/fair_housing_act_housing_older_persons
- **Florida Commission on Human Relations “Housing – 55 & Older Communities”**
<https://fchr.myflorida.com/fchr55andolderhousing>

COLONIAL RIDGE MOUNT VERNON, INC.
Colonial Ridge Club, Building 2
5505 North Ocean Boulevard, Ocean Ridge, Florida 33435

MOUNT VERNON HOUSE RULES

These House Rules, adopted by the Owners of Colonial Ridge Mount Vernon, Inc., were written to ensure congenial living in an aggregate setting while protecting our financial investment.

The following is hereby designated as Colonial Ridge Mount Vernon, Inc. House Rules and amends and supplements the Rules and Regulations, amended on August 10, 2023, and adopted by the Board of Directors as of August 10, 2023, the Mount Vernon, Inc, Board of Directors having the power to make and change House Rules whenever the Board deems it advisable, and the Board hereby adopts the following as House Rules: (See By-Laws, Article II, Section 6).

Definitions

- Colonial Ridge Mount Vernon, Inc. will be referred to as “Mount Vernon.”
- Shareholders will be referred to as “Owners.”
- Those visiting “Owners” will be referred to as “Guests.”

A. Be Advised “Over 55” Buildings

1. Mount Vernon is not a registered “Over 55” building with the state of Florida. However, all the other buildings in Colonial Ridge are over 55 buildings. Our building. Renewal of this status is no longer necessary.
2. For more information about the “Over 55” statute in Florida, please visit the Florida Commission on Human Relations’ website “Housing- 55 & Older Communities” at <https://fchr.myflorida.com/fchr55andolderhousing>.

B. Responsibilities of Owners

1. **Monthly Maintenance Charge:** The monthly maintenance must be received on the first of the month for which said payment is due. Delinquent payments are subject to a \$50 late fee if not received after the 10th of the month.
2. **Arrears:** Any unit in arrears for any payment due over 60 days shall be sent to our attorney (at the Owner’s expense) Owners, their renters and/or guests are not permitted to use any common facilities (such as gazebo, boardwalk, private beach, pool, clubhouse, laundry room, guest parking spaces and all other common areas), if in arrears over 90 days will be subject to foreclosure.
3. **Advance Payments:** There shall be no financial advantage of an owner prepaying maintenance fees in advance, i.e., annually.

4. **Short Sale or Foreclosure:** If a unit goes into short sale or foreclosure, the unit Owner is still responsible for the payment of the monthly maintenance, property taxes, assessments and all legal fees associated with the short sale or foreclosure.
5. **Condition, Appearance & Remodeling/Renovations:** Owners are expected to keep their units in good condition, make repairs, and upgrades when necessary. For any construction, remodeling, renovations, etc., plans must be reviewed and approved in advance by the Mount Vernon Board of Directors. At the completion of the construction, the signed-off Building Permit must be filed with the Mount Vernon Board. If any repairs/improvements are done to any unit which affect the exterior of the building, it is the Owner's responsibility to return the exterior of the building to its original condition.
6. **Rentals:** Owners who would like to rent their units must follow the rules outlined below in the "E. Rentals."

C. General House Rules (for Owners, Renters & Guests)

1. **NO SMOKING:** Mount Vernon is a **non-smoking** building. Please check with the Colonial Ridge Management Corp. (CRMC) Rules for current designated smoking areas.
2. **Pets:** Pets, including dogs, cats, birds, etc., are **NOT** allowed in Mount Vernon units or on the Mount Vernon common areas. If a prospective buyer or prospective renter wants to have a Service Animal or Emotional Support Animal in the unit, approval will only be given after Mount Vernon's attorney assures Mount Vernon that all NEED for a Service Animal or Emotional Support Animal is properly documented with paperwork in order.
3. **Signage & Decorations:** No signs of any type, including professional, sales or rental signs, are permitted in windows, on building, on grounds or on/in vehicles. Holiday decorations are permitted from the day before Thanksgiving to January 15.
4. **Parking & Vehicles:**
 1. a) Each unit has one designated parking spot. The parking space that was designated for you is your personal parking area. You must provide a valid driver's license and vehicle registration upon purchase or rental of the unit.. Guests can only park in the one (1) designated spot for Mount Vernon guests and cannot park at other buildings, unless given permission by the Board of Directors of the other building. Guests may park at the clubhouse.
 2. b) Except for loading or unloading, cars shall not be backed into the parking area. No pickup trucks of any size are allowed, per Colonial Ridge Management Corporation (CRMC) rules.
 3. c) No parking of trucks, campers, trailers, RVs, motorcycles, motorbikes, mopeds, scooters or boats is permitted, except for short periods for loading or unloading purposes.
 4. d) Vehicle covers are permitted and must be completely secured so that they do not come loose.
 5. f) Vehicles may be washed with a hose or bucket in front of the clubhouse building and or across from the Mount Vernon building. All hoses must be returned to their appropriate storage location.

5. **Contractors:**

1. a) Contractors are permitted to work in Colonial Ridge Club between 8 am and 6 pm Monday through Friday and on Saturdays from 8 am to 1 pm, per rules adopted by the Town of Ocean Ridge. In cases of emergencies, contractors and vendors are allowed to attend to these issues during “after hours.”
 2. b) Contractor vehicles are not permitted to park overnight and are limited to be on site between 8 am and 6 pm Monday through Friday and on Saturdays from 8 am to 1 pm; no work is permitted on Sundays or holidays, except for case of emergencies.
 3. c) If a dumpster is needed for renovations, the Owner must submit a request to the Mount Vernon Board of Directors to place a dumpster on the Mount Vernon property. Dumpsters may only be on the property for a maximum of two (2) weeks.
 4. d) Any damage to the Mount Vernon property by a contractor and/or a dumpster must be repaired to its original condition at the unit Owner’s expense.
 5. e) The Town of Ocean Ridge posts its rules on its website at:
https://www.oceanridgeflorida.com/departments/building_and_zoning/index.php.
6. **Outdoor Furniture:** No more than two small chairs, one small table and a doormat shall be allowed on the walkway by your unit. These items are to be removed when instructed (such as in advance and during heavy storms/hurricanes) and must not obstruct the walkway. These items must be removed/stored inside your unit when your unit is unoccupied for more than seven (7) days.
7. **Beach Cover-Ups:** All adults and teenagers shall wear a cover-up or an appropriate garment over their bathing suits when walking to the beach, to the pool, or on the Mount Vernon property. Gentlemen shall wear shirts in public areas on the Colonial Ridge Club property.
8. **Boardwalk, Beach, Pool, Clubhouse & Common Areas:** Owners, residents, and their accompanied guests may access these areas. Children under the age of 12 must be accompanied by an adult.
9. **Towels (etc.) & Beach Chairs:** No articles of clothing, towels or bathing suits are to be left outside your unit or hanging over the rails. Beach chairs and beach equipment are allowed to dry but may not be left outside permanently.

10. **Laundry Room:**

1. a) The Mount Vernon Laundry Room is for the exclusive use of Mount Vernon owners, their renters, and their guests.
2. b) It is the responsibility of all owners and residents to keep the Laundry Room clean and organized, this includes cleaning the dryer after use. When you are done, please make sure the Laundry Room door is securely shut.

11. Garbage Disposals/Sewer System: Please follow the rules set forth by the Colonial Ridge Management Corporation (CRMC) for use of your garbage disposal and our sanitary sewer systems. These are older sewer systems, please use septic safe paper & please do **not** dispose of coffee grinds, eggshells, seafood shells, thick paper, diapers in the garbage disposal.

12. Trash & Recycling:

1. a) Trash is to be placed in a secured plastic bag and put into the black garbage bin at the east end of the building and which will be brought out for collections on Tuesday and Friday mornings — do not put garbage out on the street the night before. All residents need to take turns pulling the bins out and putting them away.
2. b) Recycle bins (yellow for paper/cardboard and blue for glass/cans) are at the east end of the building, please review the information posted in the Laundry Room provided for acceptable items.
3. c) Trash and landscaping materials are picked up on Tuesdays. Trash, recycling materials, and bulk trash are picked up on Fridays.

13. Large Water-Holding Vessels: No hot tubs, pools or any other water holding vessels, other than bathtubs and clothes washers, are allowed in any unit.

14. Water Supply to Units:

1. a) Water supply to units must be turned off at the main valve when you are gone for longer than one (1) week. It is the responsibility of Owners to ensure renters and guests adhere to this procedure.
2. b) Any damage caused by a water valve not being turned off will be the sole responsibility of the unit's Owner.
3. c) We understand that some units do not have a shut off valve. We will be addressing this in the near future.

15. Air Conditioner: The unit's air conditioner should be left on in all units at a maximum of 78 degrees during an absence from the unit of one (1) week or more.

16. Storage: No storage is permitted in the Electric Room on the first floor or in attics in second floor units.

D. Sale and/or Transfer of Shares

1. When an Owner offers shares of stock for sale, all Mount Vernon Shareholders in good standing must be notified in writing (via verified email) and given an opportunity to purchase before the shares are offered personally or through an agent to an outside party. Owners must be given seven (7) business days, following the day of notice, to indicate whether they plan to pursue a purchase.
2. All unit sales must be cash purchases. There cannot be a mortgage or Home Equity Loan on any unit, this includes hard money loans or notes. Any existing mortgages are not allowed to refinance.
3. All potential buyers must be approved by the Mount Vernon Board.

3. Shares/units cannot be purchased for rental purposes only.
4. Those who wish to purchase shares and become Owners must complete an application form, authorize a background check and participate in a personal interview (there are fees associated with the application and background check(s)). The Mount Vernon Board of Directors and/or the Executive Committee of the Board will review the application and shall arrange for an interview with the purchaser(s).
5. Prospective owners will attest in writing that they have read the Colonial Ridge Maintenance Corporation (CRMC) Rules & Regulations and the Mount Vernon By-Laws and House Rules and agree to abide by them.
6. Within thirty (30) days after receipt of the application to purchase a unit, the background check(s) of prospective purchaser(s), and the personal interview, the Mount Vernon Board of Directors shall approve or disapprove the prospective sale of the unit for "Good Cause". The Owner and Prospective Buyer will be notified in writing of the Approval or Disapproval of purchase. Disapproval shall be considered for "Good Cause," if based on any of the following:
 - a) The application and information submitted for approval on its face, or subsequent investigation thereof, indicates that the person seeking approval may conduct himself/herself or may use the dwelling in a manner inconsistent with the governing documents applicable to the dwelling;
 - b) The person seeking approval takes possession or occupies the premises prior to approval by the Association as provided herein;
 - c) The person seeking approval has a credit score below 650, has a record of financial irresponsibility, including without limitation, prior bankruptcies, foreclosures, evictions or bad debts or the person does not appear to have adequate financial resources available to meet his/her obligations as reasonably determined by the Board.
 - d) The person seeking approval has a history of disruptive behavior or disregard for the rights and property of others or disrespect for this or another Association's "Rules and Regulations", as evidenced by his/her conduct in other social organizations or associations, or by his/her conduct in this Association as a tenant, owner, occupant or visitor of a dwelling;
 - e) The person seeking approval failed to provide the information required to process the application in a timely manner or included inaccurate or false information in the application; and/or
 - f) The person seeking approval has a record of any felony convictions.

8. The Mount Vernon Board of Directors shall have the authority by resolution to collect, from the purchaser, before the transfer of any stock, reasonable fees to cover the Mount Vernon's expenses for a title search (if necessary). See Mount Vernon Bylaws. All shareholder transfers of ownership must be conducted by a Title Company.

9. When shares are inherited, or when there is a death of a spouse or co-owner, proof of inheritance or death must be filed with the Secretary of the Mount Vernon Corporation prior to the issuance of a new stock certificate. No Colonial Ridge Management Corporation (CRMC) privileges will be conveyed without the transfer and re-issuance of stock shares.

10. Anyone receiving Title through foreclosure, inheritance and any other form of transfer must follow the same process as any new a purchase, thus ensuring that all present and future Owners, their renters and their guests abide by Mount Vernon House Rules and that they are served timely notice of these rules through this requirement.

11. A unit shall not be purchased by a company or organization for the use of its personnel.

** Reference is made to the Colonial Ridge Management Corporation (CRMC) Rules & Regulations. These rules are Incorporated by reference to these Colonial Ridge Mount Vernon n, Inc. House Rules. If there are any conflicts between Colonial Ridge Management Corporation (CRMC) Rules and Regulations and the Colonial Ridge Mount Vernon, Inc. House Rules, the Colonial Ridge Mount Vernon, Inc. House Rules shall govern.*

E. Rentals

1. After one (1) year of ownership, an Owner may choose to rent, unless otherwise approved in writing by the Mount Vernon Board of Directors. Owners are responsible for any rental taxes associated with a rental. Owners are responsible for checking with current rental tax laws and regulations. Owners are solely responsible for paying these rental taxes directly and Mount Vernon assumes no responsibility for payment of rental taxes.
2. Renters (and each occupant of a unit that is rented) are subject to approval by the Board of Directors or its designated representatives and must complete an application form and authorize background check(s). Those who apply to rent must pay an application fee with their application payable to Colonial Ridge Mount Vernon, Inc. and a fee to complete the background check(s). To renew an annual rental, an updated re- application form must be submitted, accompanied with the application fee, as indicated. Please check with Mount Vernon President for current fee amounts.
3. Within thirty (30) days after receipt of the application to rent a unit, the background check(s) of prospective purchaser(s), the Mount Vernon Board of Directors shall approve or disapprove the prospective rental of the unit for "Good Cause." The Owner and Prospective Renter will be notified in writing of the Approval or Disapproval of rental. Disapproval shall be considered for "Good Cause," if it is based on any of the following:

1. a) The application and information submitted for approval on its face, or subsequent investigation thereof, indicates that the person seeking approval may conduct himself/herself or may use the dwelling in a manner inconsistent with the governing documents applicable to the dwelling;
2. b) The person seeking approval takes possession or occupies the premises prior to approval by the Association as provided herein;
3. c) The person seeking approval has a credit score below 650, has a record of financial irresponsibility, including without limitation, prior bankruptcies, foreclosures, evictions or bad debts or the person does not appear to have adequate financial resources available to meet his/her obligations as reasonably determined by the Board;
4. d) The person seeking approval has a history of disruptive behavior or disregard for the rights and property of others or disrespect for this or another Association's "Rules and Regulations", as evidenced by his/her conduct in other social organizations or associations, or by his/her conduct in this Association as a tenant, owner, occupant or visitor of a dwelling;
5. e) The person seeking approval failed to provide the information required to process the application in a timely manner or included inaccurate or false information in the application; and/or
6. f) The person seeking approval has a record of any felony convictions.

4. Units may be rented one time per 12-month period or season for a minimum of two (2) months and a maximum of 12 months. Renewals are also subject to approval by the Board of Directors or its designated representatives and renewal applications must be submitted at least 15 days in advance of lease renewal for renewal approval. Units cannot be sublet.
5. Repeat seasonal rentals are subject to a re-application form and fee. If it is an annual rental, the re-application form and fee are due at least 30 days in advance of each anniversary of the leasing contract.
6. The Mount Vernon Board of Directors has the right to not renew a seasonal or annual rental for "Good Cause," as defined previously.
7. No more than two (2) occupants, all over 18 years of age, are permitted in a rented unit, one of which shall be the renter, who must satisfy the Mount Vernon's "55+" requirement.
8. Subletting of units is not allowed under any circumstances.
9. Renters will attest in writing that they have read the Colonial Ridge Maintenance (CRMC) Rules & Regulations and the Mount Vernon House Rules and agree to abide by them.

10. Airbnb's and other short-term rental services are not permitted under any circumstances. Rentals must only occur directly between the unit Owner and the renter. A local real estate agent can be engaged by the Owner in order to facilitate a rental and all fees and commissions are the responsibility of the Owner.

11. Renters are not allowed to have guests occupy a rented unit unless the renter is in residence. Exceptions may be made by the Mount Vernon Board of Directors.

12. Renters who wish to have guests must abide by the rules under the “Guests” section below.

F. Guests

Guests are welcome and permitted under the following conditions:

1. Guests are permitted in units that are owned and occupied by Owners in good standing with Colonial Ridge Mount Vernon, Inc. For units that are rented, renters are permitted to have guests only when the renters are present (renters cannot allow guests to stay when the renter is not present). Exceptions may be made by the Mount Vernon Board of Directors.
2. Children under 18 years of age are not permitted as permanent residents. Younger children may visit daily and/or overnight for a period of up to three (3) weeks.
3. Guests of Owners are allowed to occupy a unit for a period of no more than 30 days in a calendar year with a maximum of two (2) non-consecutive stays of no more than 30 days each.
4. When an Owner is not in residence and expects to have guests, please notify the Mount Vernon Board of Directors.
5. Unidentified individuals, who are not guests of persons in residence (owners or renters), will not be permitted to use the facilities or the common areas, such as clubhouse, pool, gazebo, beach or guest parking.
7. Owners are responsible for the conduct of their renters and guests. If rules are violated the Owner will be notified immediately and Owners will be responsible to inform their guests of the violations. Repeated violations will result in loss of privileges and Owners will be assessed a fee of \$100 per day for a continuing violation, with the Mount Vernon to take further actions at any time (including eviction of guests), if and as required.
8. Owners are responsible for providing guests with the Mount Vernon House Rules and Colonial Ridge Management Corporation (CRMC) House Rules and Regulations which outline building and property guidelines and expectations of guests.

E. Access to Units

1. Access to units is necessary in case of an emergency. Owners must leave a key or door code with the designated officer of the Mount Vernon which provides entry with a designated representative of the building. Also, if your vehicle is left onsite when the Owner or Renter is not in residence, a vehicle key and/or door code should be left with a member of the Mount Vernon Board of Directors.
2. When the Owner is not in residence or away from the property for any extended period, Owner must also leave the names, addresses and telephone numbers of where the Owner can be contacted. If access to an Owner’s unit is necessary, that Owner will be notified immediately.
3. Owners are to identify a person, within a 25-mile radius of the unit, to contact in case of emergency.

H. Insurance

1. Shareholders must carry adequate insurance covering liability, fire, water, smoke or other damage. Any such damage not paid when due shall become a lien against such Owner's apartment and shall be treated as provided for in the Mount Vernon By-laws and Proprietary Lease.
2. Annually all owners are required to submit the declaration page of the insurance on the unit to the Mount Vernon Secretary or sign and submit a release of self-insurance on the interior of the unit.

I. Florida Statute 719, Cooperatives

Colonial Ridge Mount Vernon will follow the law regarding "Cooperatives" as delineated in Florida Statute 719, as may be amended from time to time.

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Adopted: Mount Vernon Board of Directors August, 2023

Amended: 2023 Annual Meeting, August 2023