

# OCEAN TIME CONDOMINIUM

## RULES & REGULATIONS

The following rules are in place to protect you, your family and your property.

1. Check-in starts at 4:00pm at the Paradise Properties office, located at 12505 Coastal Highway, Suite 11.
2. Check-out is before 10:00am. Please return your keys to the drop box located to left of the elevator or to the Paradise Properties office. There will be a charge for late checkouts.
3. The hot water heaters have a switch in the hallway of each unit. Please make sure the switch is in the up/on position to have hot water during your stay.
4. To place a local call, you first dial the area code (410).
5. Calling cards are the ONLY way to make a long-distance call.
6. Linens have been provided to accommodate SIX people.
7. Please do not take any items out of the unit. Any missing items during your stay will be billed to you.
8. The person on the check-in form will pay for any damages to the unit caused by moving furniture, rowdiness, or abnormal wear and tear.
9. Please observe the Noise Control Ordinance that states quiet hours are from 11:00pm through 7:00am. Any disturbance to owners or guests should be reported to the Paradise Properties office and the violators will be warned or evicted.
10. During your stay, please empty the lint filter in the washer and dryer after each use. This will help to keep the appliances in their best working condition.
11. No articles are to be hung or thrown from the balconies. This includes drying towels and swimsuits over patio railings.
12. The owner in any way whatsoever shall not decorate the interiors of the units. The owner is to post no signs inside, or outside the unit or on the grounds.
13. Federal guidelines for energy conservation must be followed; failure to comply may increase operating cost and your yearly maintenance fee.
14. There is a \$125 fee for owners who want to bring their pet to stay with them. Only owners are allowed to bring a pet. Only dogs are allowed in the units. NO CATS. Only 1 dog less than 40 lbs. An additional \$25 will be charged for a second dog. Please let the management office know before or at check-in if you have a pet with you. A \$200 charge will be issued to the responsible party if an unreported pet is discovered.
15. Lost keys will result in re-keying the lock at a \$200 charge. It will be invoice to the owner/guest.
16. No owner shall retain a key to any unit except during his/her week of ownership.

17. No owner shall change any lock or install a new lock without the consent of Paradise Properties.
18. Due to the limited amount of parking spaces, please park in one space only. Each unit has access to 2 parking spaces. Parking Permits are only needed from Memorial Day through Labor Day.
19. We are not responsible for any personal items left in the unit. Any items turned into the office will be held for 30 days. It will be the responsibility of the owner/guest to arrange for the return of the items.
20. Do not take any blankets or towels out of the unit for pool or beach use.
21. Fire ordinance prohibits grills from being used on the balconies.

If you have any suggestions or concerns, please feel free to contact the office at 410-250-1111.