

PLAZA SOUTH

4280 Galt Ocean Drive
Fort Lauderdale, Florida 33308

(954) 565-0777

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INTRODUCTION

Welcome to Plaza South! The Board of Directors and General Manager hope that you enjoy living in our community. This guide will provide you with information for everyday and emergency situations, and answer questions that you may have. Plaza South is a Condominium, and as such, Rules and Regulations for the common good have been established to guard the safety, health, and life of individuals, to protect property, and to promote standards of amicable conduct for residents and guests.

In living together, all of us not only have certain rights, but we also have certain obligations to other community members. We must remember that the restrictions we impose upon ourselves are for our mutual benefit, safety and comfort.

Owners are encouraged to participate in the governance and social activities of Plaza South. The Board of Directors meets monthly (except July and August). The following committees generally meet once a month: Buildings and Grounds, Covenant Enforcement, Fitness, Finance and Insurance, Policies and Procedures, and Social. All meetings are open to owners. Dates are posted and meetings are televised on channel 92.

GENERAL RULES

The Plaza South Condominium Association Inc. is a condominium residence and is not to be used as a motel or hotel, or for any other transient or commercial purpose. The Condominium Documents require that the intended use of units be limited as single family residences. No illegal or unlawful use shall be made of any unit or of the Common Areas or of the Limited Common Areas, or any part thereof. All laws, zoning regulations, ordinances, building codes, rules and regulations of all governmental authorities having jurisdiction of Plaza South Condominium shall be observed.

Unit owners shall not permit any alterations to or keep anything in their units or the Common Areas, or the Limited Common Areas which will increase the rate of insurance of Plaza South Condominium. Nor will they obstruct or interfere with the rights of the other occupants of the building. Nor shall any such owners

undertake any use or practice which shall create or constitute a nuisance to any other unit owner or interferes with the peaceful possession and proper use of any other unit or the Common Areas, or the Limited Common Areas. For security purposes, Plaza South has installed cameras for the sole purpose of monitoring key parts of the Common Areas.

A list of relevant Policies/Procedures and Forms are printed in the Index. Copies of all Policies/Procedures and forms may be obtained at the Management Office or on the Plaza South website:

www.plazasouthfl.com

COVENANT ENFORCEMENT

Covenant Enforcement is the process of fining unit owners so that the Board and Management can ensure compliance with the Condominium Documents and the Rules and Regulations.

Florida Statute 718.303(3) mandates fining procedures be consistent and unilaterally enforced. To accomplish a fair fining process, the following process has been established:

1. The Board established a Covenant Enforcement(fining) Committee.
2. The Board makes the Condominium Documents and all pertinent Rules and Procedures available to all residents.
3. The General Manager identifies violations that warrant fines and informs the Board.
4. The Board sends a courtesy violation letter with a timeframe for correction and a warning that a fine will be levied if necessary.
5. If the matter is not resolved, the Board will refer the matter to the Covenant Enforcement Committee to set a hearing.
6. The Covenant Enforcement Committee will levy a fine when appropriate. Owners /Lessees are responsible for their families', guests', and employees' conduct. The Board of Directors will also report any actions that warrant to the appropriate governmental authorities and/ or to the police. The Board may also elect to take legal action to enforce our rules. The cost of this legal action may be charged in accordance with the Condominium Documents to Owners who violate the rules.

VOTING

Owners have a responsibility to vote at the Plaza South Annual Meeting & Election on the first Friday of February and at special elections. Votes are conducted by mail and/or electronically. Board members are elected by a membership vote. Information about running for the Board is sent to the membership each year.

RIGHT OF ENTRY

1. Plaza South is authorized to access units for the efficient performance of normal/routine duties and responsibilities(example, the exterminator), and to protect owners(example, medical emergency), their units(example, plumbing leak), and Plaza South property(example, surveillance), and for emergencies(example, storm damage).
2. Plaza South Association, Inc. shall not be responsible for damage to property or vehicles resulting from necessary entry to units or relocating vehicles.

UNIT KEY

1. A key/means of entry for every entry door for each unit must be on deposit at the Security Desk.
2. Keys are maintained on key rings identified by unit number and are kept in the secured emergency key box at the Security Desk.
3. Owners are responsible and liable for resulting injuries or loss of life if they fail to leave keys at the Security Desk.
4. Locks are never permitted on air conditioning/hot water tank closet doors.

VEHICLE KEYS/MEANS OF ENTRY

1. Owners/Lessees must provide the Plaza South Association, Inc. access to keys/means of entry for vehicles parked in the garage.
2. Copies of keys/means of entry kept by the association are maintained on key rings identified with the unit number. They are kept in the secured emergency key box at the Security Desk.
3. Residents can also keep the keys/means of entry in their units but need to inform Security of their location in case of emergencies.
4. Plaza South reserves the right to relocate vehicles for emergencies or needed maintenance without obtaining owners' permission.

EMERGENCY PROCEDURES

CONTACT INFORMATION

1. It is important for the Association to maintain current emergency contact information for all Owners/Lessees.
2. This information is collected as part of the application process.
3. Owners/Lessees must update the information when applicable.

DISABILITY INFORMATION

1. The Association maintains a list of persons with special needs who are not able to exit the building on their own. Security will provide the list to the Fire Department in the event of an emergency. For Hurricanes, the list is posted on the inside of our Front Door and at the Security Desk.
2. Residents who need assistance must notify the Office to be put on the list. Residents who are on the list and no longer need assistance should notify the office to be taken off the list.
3. If an emergency occurs, handicapped persons who need assistance should notify the Security Desk and **911**.
4. Plaza South Board of Directors, volunteers and employees strive to ensure the safety of every resident and visitor but assumes no responsibility for any individual in the event of an emergency.

MEDICAL EMERGENCY

1. If a 911 call is made, contact the Security Desk as soon as possible. Security will hold the elevator and secure the receiving entrance for the emergency personnel.
2. Defibrillators are located at the Fitness Facility and Security Desk.

HURRICANE

1. Plaza South provides a *Hurricane Guide* for all residents each year via email. Paper copies may be obtained in the office.
2. New Owners/Lessees are provided paper copies at their interviews
3. Vacant units must be secured before Owners/Lessees leave premises. If units have not been secured before an impending storm, inform the General Manager.(see Security and Safety - sections A, B, and C below).
4. Given the time it takes to prepare Plaza South for a storm, there can be no guarantee that management can secure individual units

for a storm so it is best to secure units before leaving. There will be a charge to the owner if the Association secures the unit.

5. Plaza South Association, Inc. assumes no liability and will not be responsible for theft/damage to all or any part of Owners/Lessees, guests, or vendors property during a mandatory evacuation.

6. Plaza South Association, Inc. encourages everyone at Plaza South to obey evacuation orders. All employees must leave during a mandatory evacuation. The Association assumes no liability and will not be responsible for injury or loss of life to any persons who fail to leave the building during a mandatory evacuation.

FIRE

A. PROCEDURES

1. If a fire occurs where you are located, get to safety if possible, then CALL **911**, and Security.

2. Tell the **911** dispatcher the location of the fire, our street address and the name of our building. Do not assume that anyone else has already called the Fire Department.

B. PLAZA SOUTH FIRE SAFETY INFORMATION

1. Residents, their families, guests and employees need to know how to exit the building safely. It is the residents' responsibility to make sure everyone in their units knows how to exit the building.

2. To exit safely, learn the location of the fire stairwells: All fire stairwells lead out of the building.

THERE ARE THREE (3) STAIRWELLS IN THE BUILDING AT THE FOLLOWING LOCATIONS:

At the East end of the building (N/P Tower)

At the West end of the building (E/F Tower)

At the South end of the building (A/B Tower)

3. The doors to these stairwells are never locked and are checked to make sure that they are always accessible. They must always be kept closed.

4. For safety, bedroom doors to catwalk should have bolt locks and not have to be opened with keys from inside the units. It is the owners' responsibility to ensure that the bedroom exit locks are fully functional and doors are never blocked. If the lock is not operational, please inform Maintenance to have it fixed.

C. THE SOUNDING OF THE FIRE ALARM

DO NOT IGNORE THE ALARM. If there are no indications of a fire in your immediate area, please turn on channel 92. Do not call the Security Desk as security needs to respond to the alarm.

1. BE PREPARED TO EVACUATE IMMEDIATELY.
2. In the event of a localized fire, the affected area of the building will be posted on a sign at the Security Desk, visible on channel 92.
3. Occasionally a test of the system or a false alarm may cause the alarm to sound. These will be noted on signs at the Security Desk, visible on channel 92.
4. The alarm located on the ceiling of your unit must not be disconnected or blocked. Unit Owners are responsible for any cost incurred to restore broken alarms.

D. HOW TO SAFELY EXIT UNITS DURING A FIRE

1. The safest way to exit a unit is to access the catwalk through the fire door in the bedroom.
2. If that is not possible, use the foyer doors which are never locked.
3. Before trying to leave your unit by the foyer, place your hand on the inside interior doors, palm down. If doors feel warm to the touch within 5 seconds, do not attempt to open.
4. If the door is not warm to the touch, carefully open it a small amount so you can check for smoke in the corridor. Place your weight against the door as you open it. This will allow you to quickly close the door behind you. Do not block the unit door.
5. Immediately proceed to the closest exit stairwell by way of the catwalk. DO NOT USE ANY ELEVATOR unless there are directions on channel 92 to do so.
6. Once you exit the building, do not remove your automobile from its parking space in the garage. This will only cause traffic congestion and hamper the efforts of the Fire Department.
7. Once you exit the building, do not re-enter the building until permitted by the Fire Department or Plaza South Management.

E. WHAT TO DO IF YOU CANNOT LEAVE YOUR UNIT

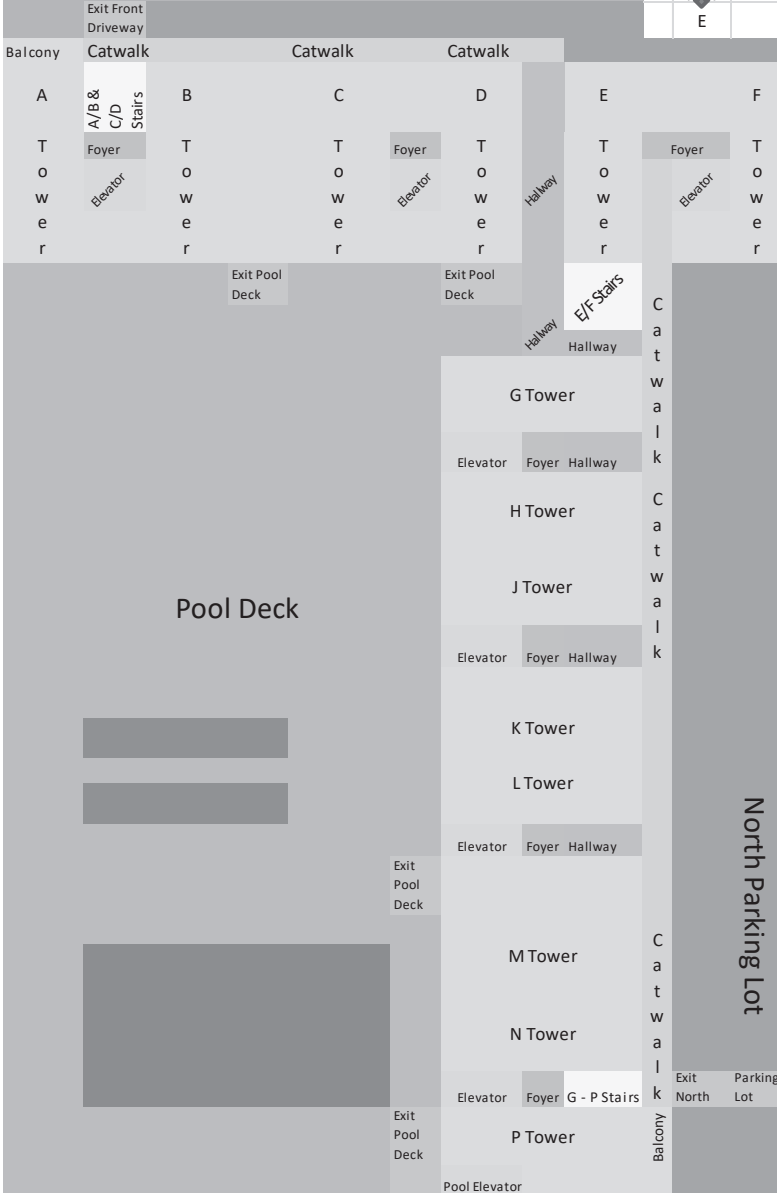
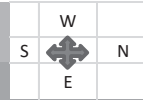
1. If there is heavy smoke in the corridor, keep your doors closed. If you cannot exit by the bedroom door, seal cracks around exterior doors, and any other places where smoke appears to be entering the unit with materials such as wet towels or blankets. Turn off the air conditioning unit.

2. If you cannot exit your unit, stay calm until rescue personnel direct you to safety. Remember, they are trained to handle such situations; you are not. Make sure your doors are unlocked so rescue personnel can access your unit as quickly as possible. Call 911 and then Security to let them know your location.
3. If smoke enters your unit, remain close to the floor to use the cooler and fresher air available at that level. Cover your face with wet towels if possible.

F. Diagram and instructions for exiting the building in an emergency:

1. The stairwell at the A-B tower opens to the front of the building.
2. The stairwell from the E-F tower opens onto the pool deck. You may then exit the pool deck by using any one of the three doors leading from the pool deck into the Lobby if it is safe to do so. Once in the lobby, exit the building by the safest means possible. The other exit from the pool deck is by way of the Beach Elevator if it is safe to do so.
3. The stairwell from the N-P tower opens onto the North parking lot.
4. Residents should be familiar with all ways to exit the building if the closest exit to your unit cannot be used.
5. Pre-determine a location outside the building for all persons in your unit to meet after leaving the building if you should become separated.
6. Always carry a security fob or means of entry with you to be able to re-enter the building.

Emergency Stairwell Exit Diagram



POWER FAILURE

Cell phones will not be able to be charged if there is a long-term power failure. Land lines may not function during power failures. Chanel 92 and the internet may not be accessible during outages.

1. Take time to investigate alternative methods to power cells phone or have landlines work before a power failure occurs.
2. In the event of a power failure, elevators will stop running momentarily. Please do not be alarmed as there will be a short delay of transfer to the emergency generator.
3. The elevator car will then proceed slowly to the lobby floor. Do not push "STOP" button.
4. There is an emergency telephone in each elevator. Push speaker button, release, and speak. Security will answer.
5. If a long-term power outage is anticipated, such as a hurricane, Management may conserve fuel by utilizing only two elevators.

OCCUPANCY REGULATIONS

1. Each unit shall be occupied by one family, its caretakers, and guests, as a residence and for no other purpose.
2. The maximum number of bedrooms in each unit is defined by the Condominium Documents and cannot be altered by remodeling.
3. The maximum number of people residing in each unit is related to the number of bedrooms described in the Condominium Documents.
4. Any alteration to the number of bedrooms in a unit does not alter the original number of people who may reside in a unit.
5. The maximum number of permanent (longer than 30 days) occupants residing in each unit shall be limited to:
Towers D and G: Three (3) people (one-bedroom units)
Towers B,C,E,H,J,K,L,M,N: Four (4) people (two-bedroom units)
Towers A,F,P: Six (6) people (three- bedroom units)

GUESTS

1. All persons visiting Plaza South for both short-term and long-term visits must register at the Security Desk.
2. Guests must register their cars and obtain parking permits at the Security Desk. Parking permits must be displayed on dashboards.
3. Vehicles without permits will be towed at owners' expense.
4. The North Parking Lot is for short term parking only.

A. GENERAL REGULATIONS

1. Guests are required to abide by the Condominium Documents and The Rules and Regulations of Plaza South Association, Inc.
2. Guests are required to show ID and provide dates and times of arrival and departure.
3. Unit owners are responsible for their Guests'/Lessees' actions and behaviors.
4. The Security Staff will provide guests with a Visitors Guide when they register, and the owner is not present.
5. The Board of Directors shall have the power to revoke Guests'/Lessees' privileges of occupancy if Condominium Documents and /or Rules and Regulations are violated.

B. GUEST REGULATIONS: OWNERS/ LESSEES NOT IN RESIDENCE.

1. No guests, other than members of the Owners/Lessees immediate family may reside in any unit longer than thirty (30) days.
2. Immediate family members planning to reside for more than thirty (30) days in any unit must go through the application process which includes: having a background check, being interviewed, and being approved by the Board prior to their stay.
3. Owners/Lessees must submit in writing the names of all guests, their arrival dates, and length of stay to the management office prior to arrival. Approval of the General Manager and/or Board of Directors must be issued before guests arrive.
4. Guests arriving without written approval will not be allowed to enter the unit.

C. GUEST REGULATIONS: OWNERS / LESSEES IN RESIDENCE

1. Owners/Lessees must have all guests register at the Security Desk when they arrive.
2. Owners/Lessees must register overnight guests prior to arrival.
3. Security will call residents before allowing guests to proceed to units. If residents are not home, guests will not be allowed to enter units without written permission from Owners/ Lessees.

LEASING OF UNITS

A. REGULATIONS

1. Unit owners may lease their units **NO MORE THAN (1) ONE TIME IN (1) ONE CALENDAR YEAR (January – December)**

2. **NO SHORT-TERM RENTALS** are allowed. All Leases must be for a minimum of three (3) months.
3. Unusual circumstances must be approved by the Board of Directors.
4. No rooms within a unit may be rented. No unit may be sub-divided for rental purposes.

B. OWNERS' REQUIREMENTS

1. Unit Owners are responsible for their lessees abiding by the Occupancy Regulations (see section-Residents) of the Plaza South Association, Inc. as stated earlier in this Rules We Live By booklet.
2. Unit owners are responsible for their lessees abiding by all Plaza South's Rules and Regulations.
3. Owners who rent their units and rent parking spaces and/or storage units from the Association MUST return them to Plaza South. They may not allow their lessees to park in Plaza South spaces nor can owners park their cars in the spaces rented from the Association and have their lessees park in their permanent assigned parking space.
4. Owners are responsible for their realtors abiding by Plaza South Rules and Regulations and presenting information to prospective clients that supports the Plaza South Documents and Rules and Regulations.
5. Realtors may show the unit with the owner's written permission, 8:00 AM to 5:00 PM Monday through Saturday (no Sundays or Holidays).
6. Open houses and broker walk-throughs are **NOT** allowed.

C. LESSEES REQUIREMENTS

1. Lessees are required to abide by the Condominium Documents and the Rules and Regulations of Plaza South Association, Inc.
2. Lessees must abide by the Occupancy Regulations (see section-Residents) of Plaza South as stated earlier in this Rules We Live By booklet.
3. The prospective lessees must complete an application (obtained from the office which includes a background check), pay a processing fee, be interviewed by the Membership Committee and be approved by the Plaza South Association, Inc. All lessees must go through this process.
4. Lessees will not be allowed to commence their residency unless

the Board has approved their application.

5. Lessees must register at the Security Desk upon arrival.
6. Lessees will receive a copy of the *Rules We Live By* at their interview.
7. Lessees will have only ONE parking space. Lessees are NOT allowed to lease a second parking space. Each unit is guaranteed **one** indoor parking space. Lessees must use owners' assigned space.
8. Long term parking in the North Lot is NOT allowed. Cars parked in violation of the Rules will be towed at the owner's expense.

BUYING PLAZA SOUTH UNITS

1. Corporations may **NOT** be owners of Plaza South units. Owners must be individuals, LLC's, or trust entities.
2. All prospective buyers must submit an application, pay a processing fee, have a background check, be interviewed, and be approved by the Association before becoming Plaza South Owners.
3. All owners are required to file final deeds and any subsequent amendments or new deeds with the Association.

SELLING PLAZA SOUTH UNITS

1. Owners who wish to sell their units must abide by the Condominium Documents and The Rules and Regulations of Plaza South when marketing their units.
2. Owners may not give their realtors or buyers any information contrary to Plaza South Documents and Regulations. Owners are responsible for the information their realtors present to buyers.
3. Sellers must market their units according to the maximum number of bedrooms in units as defined by the Condominium Documents which cannot be altered by remodeling. Sellers must provide buyers and realtors of Plaza South's Occupancy Rules.
Maximum number of bedrooms/permanent residents per units are:
Towers D and G: Three (3) people (one-bedroom units)
Towers B,C,E,H,J,K,L,M,N: Four (4) people (two-bedroom units)
Towers A,F,P: Six (6) people (three- bedroom units)
4. Parking spaces rented by sellers may not be transferred to a buyer and must be returned to the Association.

5. Sellers must inform their realtors and buyers of the following parking facts:

- Each unit is guaranteed ONE indoor parking space.
- NO specific space numbers are to be marketed with units. The Association will assign a parking space at purchase. (see Plaza South Declaration of Condominium - Section 4.3(a) - dated October 7, 1968, as amended)
- Few spaces are available for rental from the Association.
- The waiting list is long, so it is unlikely a space will be available for a number of years.
- Requests for Association rental spaces must be submitted in writing to the General Manager.
- Long term parking in the North Lot is not allowed. Cars parking illegally will be towed at the owner's expense.

SAFETY AND SECURITY

A. ABSENCE OF OWNERS / LESSEES

1. The General Manager should be notified in writing of departure and return date for all absences of more than one (1) week.

2. If units are to be serviced or deliveries are to be made during a resident's absence, the name of the Service Company or individual, and what services are expected, need to be sent to the General Manager in writing.

3. Plaza South Association, Inc. and its employees shall not be responsible for any loss/damage resulting from resident's authorized admissions to resident's unit or package deliveries.

4. See website (www.plazasouthfl.com) or section below, PREPARATION FOR CLOSING UNITS for specific instructions.

B. VACANT UNIT POLICY AND PROCEDURE

1. Plaza South has a Policy and Procedure for units being left unattended with no immediate persons in direct control. Owners have the ultimate responsibility for their units.

2. Plaza South shall have the right (without the obligation or liability) to enter the unit and bring the unit into compliance with the established Policies and Procedures when units have been left unattended.

3. Unit owners will be assessed for the cost to remedy problems.

4. Residents planning to leave their units for more than (1) one

week must have surveillance scheduled at least once a week while they are away. Residents can obtain private surveillance or Plaza South can provide the service. There is a charge if the Plaza South Association, Inc. manages surveillance for units.

C. PREPARATION FOR CLOSING UNITS

The following important steps should be taken when leaving units for more than one (1) week:

1. Residents need to inform the General Manager in writing when they will be out of residence and must provide their forwarding addresses.
2. Residents must notify the General Manager of the party responsible for surveillance of their unit.
4. **WATER:** The main water supply into your unit should be shut off prior to leaving.
5. **HOT WATER HEATER:** The circuit breaker leading to your water heater should be put in the "OFF" position.
6. **REFRIGERATOR:** Make sure that the appliance is working properly if it is going to be left running. It is recommended that you empty your ice tray and shut off the ice maker. If turning off the refrigerator, leave door ajar to avoid mold forming. Empty the refrigerator of all food if turning off.
7. **ELECTRIC:** Electric service **must** be kept on.
8. **AIR CONDITIONING:** Air conditioning **MUST** be left on. The thermostat cannot be set higher than 78°. This assures that a minimal amount of circulation will take place while you are away. Maintaining your thermostat higher than **78 °** can increase the risk of mold/mildew.
9. **DOORS, WINDOWS and SHUTTERS:** All windows and doors should be left in locked position. All storm shutters should be closed and locked. If you do not have shutters, all balcony furnishings must be brought into the unit.
10. **DELIVERIES:** Remember to stop newspapers, and all other deliveries. Instruct the Post Office regarding mail delivery.
11. Comcast/Xfinity and some phone companies have packages for snowbirds that may reduce costs.

D. MOLD & MILDEW PREVENTION, REMEDIATION AND RESPONSIBILITY POLICY

1. Any existence of mold and mildew within units at Plaza South

Condominium is a serious health related matter. In order to establish a clear understanding of the responsibility for the remediation of mold and mildew within a unit, the Board has established a policy which may be obtained from the Manager or viewed on the website(www.plazasouthfl.com).

2. Air conditioning must be kept on at ALL times, whether in residence or away, and MUST be set no higher than 78°.

BUILDING REGULATIONS

Doors, corridors, catwalks, elevators, stairwells, and common areas must not be obstructed in any manner.

A. DOORS, CORRIDORS, AND CATWALKS

1. Catwalks shall not be used as passageways, except in the event of emergencies or inoperable elevators. Any exceptions must be approved by the General Manager in advance of use.

2. All Safety and Fire Department Regulations must be followed.

3. Owners are responsible for all doors to their units including exit doors and emergency doors being operational.

4. Refer to the Fire section under Emergency in this booklet to learn what to do in case of fire and how to evacuate the building if necessary.

B. BALCONIES

1. No draping/hanging anything from windows or balconies is permitted.

2. No shaking items such as: rugs, mops or tablecloths from windows or balconies is permitted.

3. No cooking of any sort is permitted on balconies.

4. No clotheslines or drying racks of any kind are permitted on balconies.

5. No throwing of any solids or liquids from the balconies, including cigars and cigarettes is permitted.

6. Do not sweep dirt or water over the edge of balconies.

7. Waterproof containers must be used for all potted plants.

8. Painting of balcony walls, railings, ceilings, or doors will not be permitted unless approved in advance.

9. Alterations to outside unit walls or ceilings on balconies are not permitted.

10. Antennas and ceiling fans are not permitted.

C. SHUTTERS

1. Installation and replacement of hurricane shutters must be approved in advance by Plaza South Association, Inc.
2. Installation and Removal of shutters must be monitored by the Maintenance Supervisor.
3. Owners are responsible for any costs resulting in damage to any Plaza South property including, but not limited to concrete, railings, catwalks, elevators, or balconies.
4. Shutters should be closed when out of residence for more than (5) five days.
5. Hurricane windows are valuable additions to Plaza South. However, rather than removing your shutters, it is recommended that owners keep their existing shutters, if possible.

D.WINDOWS

1. Tinted windows are permitted.
2. No signs, advertisements, notices or other lettering shall be exhibited, painted, or affixed to any part of the outside of the premises.
3. To prevent water damage to your own or other units, residents should lock all windows and doors when leaving their units.
4. No replacement or alteration to the appearance of windows may be done without prior approval of the Board of Directors.
5. Hurricane windows need to be approved prior to installation.

E. ROOF

The roof area is off limits to all residents and visitors. The roof is restricted to essential building maintenance and service personnel only.

TRASH DISPOSAL

1. All trash must be securely tied in heavy plastic bags before being placed in the trash chutes. Trash bags are available in Receiving.
2. Trash chutes may be used BETWEEN THE HOURS OF 9:00 AM AND 9:00 PM.
3. NO GLASS, BOTTLES, CANS, LARGE BULKY ITEMS (pizza boxes), CONSTRUCTION MATERIALS, OR HEAVY ITEMS (such as small appliances or ironing boards) SHOULD BE THROWN DOWN THE TRASH CHUTE.

4. PLEASE CONTACT Security FOR ASSISTANCE ON REMOVAL OF OBJECTS THAT SHOULD NOT BE THROWN IN CHUTES.
5. Dust cloths, mops, vacuum cleaner bags, etc. must not be shaken or emptied down trash chutes.
6. Cigar and cigarette butts must be thoroughly extinguished and bagged before being placed in trash chutes.
7. Any volatile waste or rags must be thoroughly wet before bagging and throwing in chutes.

RECYCLING

Plaza South requests that Items such as cans, paper, glass, plastic, cardboard and newspapers, etc. be recycled.

1. Please bag all recyclable items.
2. Rinse all food and beverage containers before bagging them.
3. Place empty food and beverage containers in bags.
4. Recycling bins are located at every garage level near elevators.
5. Breakdown all boxes before placing in recycle bins.
6. Items **not** to be included in recycling: food waste, batteries, light bulbs, Styrofoam, chemicals, paint, electronics, window glass, ceramic, etc.

PARKING

Plaza South Association, Inc. assumes no liability and will not be responsible for theft or damage to any or all of Owners'/Lessees', guests', or vendors' vehicles while on the property.

A. OWNERS/LESSEES RESPONSIBILITY

1. Owners/Lessees shall promptly register their license and tag numbers, proof of insurance, and make of their automobiles with the General Manager.
2. Owners/Lessees are required to leave keys/means of entry with Security or notify the General Manager where car keys/means of entry are accessible in their units.
3. Owners/Lessees must maintain their vehicles on Plaza South premises. Owners/Lessees will be notified of vehicles in disrepair. Vehicles that are not repaired in a timely manner may be towed at owners' expense without responsibility of Plaza South, and/or agents or employees, for loss or damage to such vehicles.
4. Owners/Lessees must notify Maintenance immediately if they notice oil or other leaks under their vehicles.

5. Vehicle owners must update the registration form in the office in a timely manner if their vehicle information changes.
6. Registration, tags, and insurance must be kept up to date.
7. Owners are provided one Garage Door Opening Device.

B. PARKING SPACE REGULATIONS

1. All cars in the parking garage must have Plaza South identification stickers unless they display guest passes.
2. Cars must be parked in the numbered space corresponding to sticker number, or they may be towed from the garage at the owner's expense.
3. Cars, such as rentals, that do not have a permanent Plaza South sticker must obtain a temporary parking pass from the Security Desk.
4. No commercial vehicles are permitted to park in Plaza South garages.
5. There is a height and size limitation for vehicles parking in the garage. Prior approval must be obtained from the General Manager before parking a larger vehicle in the garage.

C. PARKING REGULATIONS

1. Maximum speed in the garage and on all driveways around the building is ten (10) miles per hour.
2. No boats, boats on trailers, trailers, motor homes or campers are permitted to park on Plaza South premises. Any unauthorized vehicle will be towed at owner's expense without responsibility of Plaza South, and/or agents or employees, for loss or damage to such vehicles.
3. Only small trucks(pickups) are allowed in the garages. They must be pre-approved by the General Manager.
4. Cars may not be washed or repaired in garage or driveways. Facilities for washing cars are provided at east end of the North Lot.
5. Skating, skate boarding, bicycle riding, and playing in garages, North Lot, or driveway areas are not permitted.

D. NORTH PARKING LOT

1. The North Parking Lot is for short term parking only.
2. Guests, employees, and vendors must obtain guest parking passes from Security.
3. Guest passes with correct times and dates must be visible on the dashboard of the vehicle or it will result in the vehicle being towed at the vehicle owners' expense without responsibility of Plaza South, and/or agents or employees, for loss or damage to such vehicles.
4. Vehicles may not park longer than the designated time displayed on their valid guest passes.

E. GARAGE PARKING SPACES AVAILABLE FOR RENT

1. Owners should expect to have only ONE garage parking space.
2. A very limited number of spaces are available for rent from the Association. These spaces are very much in demand and there is usually a long waiting list. It could take years to obtain a space.

3. Owners should contact the Main Office in writing to have their names put on the list if they wish to rent a parking space.
4. Lessees may not rent a parking space.
5. Owners who privately rent a space from another owner must register their vehicles with the Manager.
6. Long term parking in the North Lot is NOT allowed.
7. Owners who rent their units and rent parking spaces from the Association must return the rented space to the Association. They may not allow their lessees to park in Association spaces nor can owners park their cars in the spaces rented from the Association and have their lessees park in their permanent assigned parking spaces.
8. Owners' garage opening devices will be de-activated if their Lessees use their parking spaces.

INTERIOR COMMON AREAS

1. The use of the Building Common Areas and/or the equipment therein is the responsibility of the user. Plaza South Association, Inc. is not responsible for any injuries caused by the use/failure of the equipment or facilities.
2. Owners are responsible for damage to the building Common Areas and/or equipment by themselves, their Lessees, guests or employees.
3. Plaza South Association, Inc. assumes no liability and will not be responsible for theft or damage to all or any part of property while stored in any of the common areas including storage spaces/lockers and the lounge when reserved for personal events.

A. MAIN LOUNGE

The main lounge is intended primarily for building functions but, may also be reserved for private functions sponsored by residents. Association functions have precedence over private functions.

1. Owners/Lessees who reserve the lounge for private functions may use the appliances in the kitchen.
2. Owners/Lessees desiring to reserve the lounge must fill out an application at the Main Office at least two weeks prior to the event.
3. The number of guests at private functions may require extra security.
4. A security deposit is required. The cost to replace damaged items, cleaning, and extra security will be deducted from the security deposit.
5. Event insurance is required for private functions in the lounge.
6. The lounge cannot be reserved for any commercial purpose.

B. BILLIARD, PING PONG & LIBRARY

1. Billiard and Ping Pong tables may not be used by children under 12 years of age unless directly supervised by an adult.
2. Play by individuals shall be limited to one hour if others are waiting.
3. Cue sticks, balls, and racks are provided by the Association.

4. Ping Pong paddles and balls are available at the Security Desk.
5. Books in the library are for use by residents and guests.
6. Please return books to the basket (do not return books to shelves).
7. Leave any donations of new books in the basket.

C. FITNESS FACILITY

1. Children under the age of 12 are not allowed in the Fitness Facility.
2. Children between the ages of 12-16 must have adult supervision.
3. Users of the equipment are requested to clean the equipment using the disinfectant towels from the dispensers.
4. Use of the Fitness Facility for private trainers may be arranged through the General Manager.
5. An Automated External Defibrillator (AED) unit is available in the Fitness Facility.

D. SAUNAS

1. Children under the age of 16 are not permitted in the Saunas.
2. Please follow the posted WARNING sign on appropriate use of the Saunas.

E. MULTI - PURPOSE ROOM

Planned activities for this room (opposite the main lounge) may be arranged through the General Manager.

F. CARD ROOM

1. Planned activities for this room (next to the General Manager's Office) may be arranged through the General Manager.
2. Plaza South provides a computer and printer for the use of our residents. Users should limit their time to (30) thirty minutes when others are waiting. Passwords may be obtained in the Main Office.

G. MAIL ROOM

1. The mail room is located across from the General Manager's office.
2. The locked boxes are the property of the U.S. Post Office and can only be opened using keys.
3. The open slots are for use by the office and residents for communication within the building.
4. If you receive a package and are not home, a note is placed in your open slot box.
5. Board information and notices of upcoming events, such as book club meetings, happy hours, and movies are posted in the mail room.

H. BEACH STORAGE ROOM

1. The Beach Storage (in the north east corner of the basement garage_ level) area is for folding chairs and beach type toys (i.e., noodles, pails, shovels, wave boards, etc).
2. All items left in the beach storage area must have an identifying unit number.

3. It is recommended that beach items be stored in residents' units or storage lockers when rather than the Beach Storage Room.
4. Unmarked items and those not on shelves or in a bin are subject to disposal.
5. Plaza South Association, Inc is not responsible for items damaged or stolen from the Beach Storage Room.

I. BICYCLE AREA

1. Bicycles must be kept in the bicycle racks(at the basement level of the Parking Garage) when not in use.
2. A sticker (available from the General Manager) must be attached to the bicycle.
3. Bicycles without stickers will be discarded.
4. Plaza South conducts periodic reviews of the bicycle racks. Abandoned or damaged bicycles will be discarded. Owners, if able to be identified, will be notified before their bicycles are removed.
5. Riding bicycles in the garages or anywhere on the premises, except when entering or leaving, is prohibited.

J. STORAGE SPACE/LOCKERS

1. Each Owner is guaranteed ONE storage locker.
2. NO specific locker numbers are associated with specific units. The Association will assign a locker at purchase. (see Plaza South Declaration of Condominium - Section 4.3(d) - dated October7,1968, as amended.
3. There are a few lockers available for rental from the Association. Requests for Association locker rentals must be submitted in writing to the General Manager.

EXTERIOR COMMON AREAS

1. Plaza South Association, Inc. will not be responsible for injuries sustained by persons in or about the pool, patio, barbecue, beach areas, ocean, or any other outside common areas.
2. Owners are responsible for any damage done to any outside common areas and equipment by themselves, their families, guests and employees.
3. GLASS ITEMS ARE NOT PERMITTED AT OUTSIDE COMMON AREAS.
4. Food or beverages other than water are only permitted at designated areas. The areas, where food is allowed, are: the eating area on the West Deck, the beach patio area, and the barbecue area.
5. Security staff is authorized to enforce the rules and regulations at outside common areas, and they have authority to ask anyone to leave who does not comply.

A. POOL

1. SWIMMING IS AT YOUR OWN RISK. No life-guards are on duty at any time.

2. The pool is open from dawn to dusk daily.
3. Children under ten (10) years of age must be supervised and accompanied by an adult, or they will not be permitted to use the pool.
4. Children not toilet trained must wear **leak proof swim diapers**(such as Swimmies).
5. A shower is required as per Florida Statute 64 E Sections 7 & 9 each time a swimmer enters the pool.
6. Swimmers coming from the beach are required to shower before entering the pool even if they showered at the beach.
7. No one with an infectious disease or diarrhea may enter the pool.
8. No objects of any kind are permitted in the pool, except one float aid that is held by the swimmer.
9. No one may enter the lobby, elevators or other common areas with wet bathing attire. Cover-ups/shirts and footwear are required in elevators, halls, and lobby areas.
10. Owners should limit the number of guests invited at any one time.
11. Running and playing games around the pool area are prohibited.
12. Lounges and chairs should be covered with a towel before using.
13. Reserving lounges or other patio furniture is prohibited. Security may remove articles left unattended on chairs, lounges, or tables for more than 20 minutes.
14. The depth safety line must be re-attached if taken down.
15. Use of audio devices at excessive volume is prohibited. Personal earphone use is encouraged.
16. **FOOD IS NOT ALLOWED AT POOL AREA.** There are designated tables on the West Deck for eating.

B. SHUFFLEBOARD COURTS

1. Courts may be used from dawn to dusk.
2. Please do not walk on shuffleboard playing surfaces.
3. Children under age 12 must be accompanied by an adult.
4. Replace equipment in storage boxes upon completion of play.

C. BEACH

1. **NO LIFE-GUARDS** are on duty at the beach at any time. **SWIM AT YOUR OWN RISK.**
2. Chairs and lounges on the beach patio are not to be used on the sand.
3. Only designated chairs/lounges, marked Plaza South, are to be used on the sand and must be returned to the sea wall area when done using.
4. Food and beverages are permitted on the beach patio and beach.
5. **GLASS ITEMS** are not permitted on the patio and should not be used on the sand.
6. The sliding access door to the beach patio must be locked at all times. Do not unlock the door for persons unknown to you.
7. Sand must be removed before entering the pool area or the building. Use shower equipment provided at the beach shower area.

8. Boat storage is not permitted on the beach or grass area of the premises.
9. Kayak/Paddle Board Space Rental: Plaza South has made an accommodation for storage of water devices such as kayaks, paddle boards or surf boards. No water devices are to be stored in the building. Storage space can be rented at the Management Office.
10. The portion of the beach that is condominium property is subject to all rules pertaining to guest or visitor usage as previously expressed or implied herein.
11. Cover-ups/shirts and footwear are required in elevators, halls, and lobby areas.
12. A city ordinance prohibits dogs and other pets on the beach.

D. CABANAS

1. Available space for cabanas in the reserved section is on a first come first serve basis. The following services are included in the annual Cabana fee:
 - Removal, storage, and re-installation upon request when owner is away for a period of one month or more.
 - Automatic removal, storage, and re-installation in the event of an announced hurricane, or other severe storm.
2. Purchase of and repairs to cabanas or cabana furniture are the responsibility of the cabana owner, either through the maintenance department or an outside service.
3. Cabanas are only to be used by their owners and their guests.
4. Cabanas are the property of unit owners. Therefore, Plaza South assumes no responsibility or liability for Cabanas.

E. WEST DECK

1. EATING AREA:
 - a. Eating and drinking are permitted only at the tables in this Designated Eating Area which is at least 50 feet from the swimming pool edge.
 - b. The area may not be used exclusively by any person or group. Please limit time when others are waiting.
 - c. The hours of use are dawn to dusk.
2. GRASS AREAS: only designated areas may be used. The following rules apply:
 - a. No organized sport, activity or equipment (other than a single ball) shall be allowed.
 - b. No use shall be allowed that causes or could cause damage to the irrigation system, grass, landscaping, building, or individual units.
 - c. No lounges, chairs, tables, coolers or other equipment are allowed within the Grass Areas.

F. BARBECUE

1. There is no exclusive use of grills and tables.
2. Children under 16 are not allowed to use the grills.

3. Use of the grills is limited to one hour when others are waiting.
4. Users must provide their own cooking utensils.
5. Users are required to clean the grills and to dispose of all trash in receptacles provided.
6. Users must turn off the gas before leaving the grills and then cover the grills when they are completely cool.
7. Contact Security if propane tanks need to be replaced.

CONDUCT/BEHAVIOR

Owners are responsible for the proper conduct/behavior for themselves, their families, guests and employees.

Plaza South Association, Inc. will not be responsible for injuries sustained by persons on or about Plaza South property

Owners are responsible for any damage done to Plaza South property by themselves, their families, guests and employees

A. SUPERVISION OF CHILDREN

1. Children under ten (10) years of age must be accompanied at all times by a responsible adult unless otherwise stated herein.
2. Children must wear footwear at all times, except at the pool or beach.

B. NOISE

1. Limit the volume on all noise making devices such as musical instruments, televisions, personal music devices and radios at Plaza South so they do not disturb other residents.
2. Loud talking and noisy parties are prohibited at Plaza South.
3. A City ordinance prohibits excessive noise. Violations will be referred to Security and the General Manager for possible action by the Board and/or Covenant Enforcement Committee or the City Authorities.

C. Plaza South has a policy to provide a working atmosphere and community free from discriminatory insult, intimidation, bullying, and other forms of harassment. All owners, guests, contractors, employees, etc. have a responsibility to maintain high standards of honesty, civility and integrity and to conduct themselves in a manner consistent with the policy. Should people wish to report incidents they feel are in violation of this policy, they can: put their reports in writing to the General Manager or they can report this matter anonymously to an outside organization (Contact information for the outside organization can be found posted in the Receiving Department, mailroom, on our website, or can be obtained from the management office.) which will document the incident and report this directly to member(s) of the Board of Directors or any Board member may be contacted.

D. ATTIRE

1. All persons, including children, using or passing through the

interior common areas must cover bathing suits with shirts or beach cover ups.

2. Footwear is required at all times except at pool and beach area.
3. Wet/dripping bathing suits are not permitted in elevators or in the interior of the building. This is a safety issue.

E. LUGGAGE

1. ALL luggage should be brought through the Receiving Entrance. Hard-plastic wheels on luggage causes damage to the marble stair edges and to the lobby floor, resulting in a substantial repair expense.
2. If the Lobby Entrance must be used, luggage **MUST** be carried.

F. SMOKING

1. Smoking is **not permitted** in the indoor Common Areas.
2. Please be respectful of others when smoking in permitted areas and near residences.

G. DRONES

1. Drones or other similar flying objects are not permitted to be used on any Plaza South property including the portion of the beach owned by the Association.
2. All city, county, state and federal laws concerning drones or other similar flying objects must be observed.

ANIMAL RESTRICTIONS

Plaza South is a NO PET BUILDING.

1. All animals entering Plaza South Property must have all their documentation approved **PRIOR** to their arrival.
2. No pets are allowed in the building, on the pool deck or at the beach areas unless they are fully documented Service or Emotional Support Animals as designated by the Fair Housing Act and Section 504 of the Rehabilitation Act of 1973 (FHA) or any other legislation that governs Service or Emotional Support Animals.
3. Persons seeking to bring an Emotional Support Animal (**ESA**), onto Plaza South Property to reside or visit must first consult the appropriate, approved health professional for a written evaluation that includes a description of an impairment that substantially limits one or more major life activities. The professional must forward the evaluation or a prescription for an ESA to Plaza South Association, Inc. The person seeking to bring the ESA onto the premises must submit all required forms to the Plaza South Association, Inc. and wait for approval before bringing the animal to Plaza South.
4. A city ordinance, strictly enforced, prohibits dogs and other pets on the beach.

GENERAL INFORMATION

A. GENERAL MANAGER'S OFFICE

The General Manager's office is open for business Monday through Friday from 9:00 AM to 4:00 PM, but may be temporarily closed during a workday. The General Manager has the authority to close the office to handle Association business. Times will be posted if the office needs to be closed during regular business hours. In the event of an emergency occurring after hours, please visit or contact the Security Desk at 954-565-0777.

B. BUILDING EQUIPMENT

Equipment failures should be immediately reported to the General Manager or Maintenance Manager.

C. HOURS FOR OUTSIDE WORK

1. Work is permitted on weekdays between 8:00 AM and 4:00 PM.
2. All outside service people and contractors must be out by 4:00 PM
3. Work is not permitted on Saturdays, Sundays, and holidays.
4. NO OUTSIDE WORK OR DELIVERIES CAN BE SCHEDULED DURING A HOLIDAY OR EXTENDED HOLIDAY PERIODS. Check with the General Manager for specific times.
5. Contact the General Manager if emergency work is needed.

D. MAINTENANCE/REPAIR

1. Unit owners who want the building staff to complete repairs need to generate a work order through the Maintenance Manager or the electronic work order system at **www.plazasouthfl.com**.
2. Staff will be assigned to assess the problem.
3. If the problem is assessed to be a Plaza South issue, the staff will fix it, or an outside vendor will be assigned the task.
4. If the problem is not a building issue, but can be fixed by the Plaza South staff, it will be completed, and the owner will be billed for the service.
5. Unit owners wishing to privately contract Plaza South employees must contact employees outside of working hours.
6. No privately contracted work by Plaza South employees may be done during working hours.
7. Any criticism or praise of building employees' work/conduct should be reported to the General Manager in writing.

E. ELEVATORS

1. Buttons should not be pushed more than once, nor should they be held.
2. Do not block doors to hold elevators, as an alarm system sounds after a short period, calling personnel to the scene.
3. An emergency telephone is in each elevator. Push the button on

speaker, release, and speak. Security will answer.

4. Elevators must be padded for deliveries, moves, repairs, or construction. Receiving must be called at least 24 hours in advance to ensure the padding is up. The service will be denied if the elevator is not padded. See delivery section below for specific information.
5. Owners shall be liable for all damages to the building and elevators caused by contractors, deliveries, or moving.
6. Care should be taken handling of luggage or animals in the elevators.
7. Children under ten(10)years of age must be accompanied by an adult in the elevators.

F. DELIVERIES

Packages

The Association shall not be responsible for any loss or damage to deliveries.

1. All goods and packages will be accepted at Receiving, located in the basement. Normal care and surveillance will be accorded deliveries while they are in the Association's custody.
2. Receiving Room hours are from 8:00 AM to 4:30 PM weekdays. Package pick up is available on Saturdays, Sundays and holidays at the Security Desk.
3. Recipients are informed by phone/email that packages have arrived.
4. Residents are responsible for retrieving their normal sized deliveries at Receiving within a week of delivery. However, oversized packages will only be held as space allows.
5. Plaza South Association, Inc. reserves the right to deliver packages to units whenever necessary and charge the unit resident for the delivery.
6. If packages are not picked up within a week, an attempt to notify the resident will be made. The package/s will be placed in the unit and the owner will be charged for the delivery.
7. There will be a \$20.00 charge for each trip that Plaza South Staff must make to deliver oversized or overweight packages.
8. Residents should not order large items on line for delivery on weekends. **THEY WILL NOT BE ACCEPTED.**
9. Residents should notify Receiving when they order oversized items that require the elevator to be padded. Furniture and appliance delivery will require a security deposit.
10. Residents should try to be at home for delivery of large items.
11. Residents should give prior notification if their delivery needs to be stored in Receiving.
12. Receiving has very limited space. Plaza South Association, Inc. has the right to refuse delivery of any items when residents are not present.

Certified Letters

Plaza South will sign for certified letters for Owners/Lessees in residence if written permission has been granted. Owners/Lessees must notify Plaza

South in writing when they plan to be out of residence or if they no longer want the Association to sign for their certified mail.

Furniture and Appliances

Unscheduled deliveries may be DENIED if elevators have not been reserved in advance.

1. Most of these deliveries will require a security deposit of \$500.00.
2. Major furniture or appliance deliveries require at least ONE WEEK notice to secure use of the elevator.
3. Emergency deliveries can be approved by the General Manager.
4. Deliveries cannot be made when the resident is away unless written permission has been given.
5. Furniture deliveries are subject to blackout restrictions. Check the Contractors Package before scheduling a delivery near a holiday period or check with the General Manager for specifics and blackout periods.

G. SHOPPING CARTS AND CLOTHES/LUGGAGE CARRIERS

1. There are grocery carts in the three garage levels and clothes/luggage carriers in the Receiving Room.
2. Residents are requested to return all carts and carriers to their assigned locations immediately after use.
3. Carts must not be left in the elevators.
4. Residents should not keep carts in their units overnight. They are common property for the use of all owners.

H. SOLICITATION

1. The sale of services, goods, wares, merchandise, or real estate within the public areas of facilities, or posting on the bulletin boards is prohibited without the General Manager's permission.
2. Conducting any business directly or indirectly, by Owners/Lesseees/Guests, or any other persons, is strictly prohibited within public areas or facilities.
3. Plaza South is zoned strictly residential.
4. Using or sharing information from the directory for solicitation of any kind is prohibited.

I. MOVING

1. Before any move in or out of the building, a damage deposit of \$500.00 must be submitted to the General Manager. Cost of any repairs will be deducted from the deposit.
2. Plaza South does not have a freight elevator; therefore, the elevators must be padded for most deliveries. Elevators must be reserved by calling the General Manager, a minimum of **one (1) week** in advance of move.
3. Securing an elevator for moving purposes is on a first come first serve basis. There is no guarantee that an elevator will be available on short

notice.

4. There is no moving on weekends, holidays, blackout periods, or extended holiday restricted times. Check the Contractors Package and General Manager before scheduling a move near a holiday period.

J. INTERNET

Free, secure WIFI is available for the use of residents in most common areas of the building (Pool area, Fitness Facility, Beach area, Lobby area, etc). Please contact the office for more information and for the password.

K.SOCIAL MEDIA/WEBSITE

1. Plaza South has established a Social Media Policy to govern all websites and social media platforms that are officially approved and authorized by the Plaza South Board of Directors. The purpose of this policy is to maintain spaces that are comfortable for our residents to use to promote a sense of community.

2. Plaza South's website is www.plazasouthfl.com. The events schedules, pictures, forms, floor plans, list of Board/Committee members, Governance information, Rules, Hurricane Guide, etc. are on our site.

3. Plaza South's Facebook page is **Plaza South Residents**.

L. CHANNEL 92

Plaza South provides a private TV channel for building information and news including: daily mail arrival, exterminator schedule, fire/false alarm status, social events, Board/Committee meeting schedules, etc. The channel also broadcasts Board and Committee meetings.

M. LOST & FOUND POLICY

1. Items found should be taken to the Plaza South Security Desk.

2. Items will be stored, and an attempt will be made to contact the owner if the lost item has identification. Items not claimed will be discarded after (30) thirty days.

N. HOUSEKEEPERS, AIDES, HEALTH PERSONNEL - OWNERS/LESSEES NOT AT HOME

1. The Main Office must be informed in writing in advance if outside personnel are expected when Owners/Lessees are not at home. See section for Guest Registration for instructions.

2. Owners who provide their employees means of entry to their units or to the garage, must notify the General Manager.

3. PLAZA SOUTH ASSUMES NO LIABILITY OR RESPONSIBILITY FOR ANY DAMAGE TO OWNERS OR SERVICE PEOPLE'S PROPERTY. NOR IS PLAZA SOUTH RESPONSIBLE FOR ANY INJURIES WHILE ON THE PROPERTY.

O. REPAIRMEN AND OUTSIDE SERVICE PEOPLE

1. Owners must arrange directly with repairmen and outside service people

for work to be performed inside their units. Twenty- four hours notice should be given to Receiving if elevator needs to be padded. Emergency service can be arranged through the General Manager. A padding fee and/or a security deposit may be required.

2. If not in residence, the General Manager is not permitted to admit service people to units without owners' prior written authorization.

3. Except in cases of emergency, repairmen and outside service people must limit their hours from 8:00 AM to 4:00 PM on weekdays, and are not allowed on Saturdays, Sundays, holidays, and Blackout Periods. See Contractor Package for details.

4. Proof of all pertinent information such as license, insurance and permits must be presented by all repairmen and outside service people before entering Plaza South. Contractors, subcontractors, outside service people, and delivery companies are not permitted to be self-insured.

5. PLAZA SOUTH ASSUMES NO LIABILITY OR RESPONSIBILITY FOR ANY DAMAGE TO OWNERS OR SERVICE PEOPLE'S PROPERTY. NOR IS PLAZA SOUTH RESPONSIBLE FOR ANY INJURIES WHILE ON THE PROPERTY.

REMODELING/RENOVATING

Owners and Contractors must follow all the regulations pertaining to repair and remodeling contained in the Contractors Package for any work done at Plaza South.

The Contractors Package should be obtained before final plans are completed at the General Manager's office or at the Plaza South website **www.plazasouthfl.com**. Owners and contractors should be familiar with the information before planning any work.

1.Plaza South has policies to protect the property of the Unit Owners and the building common areas by requiring contractors and vendors to comply with all rules, regulations, and code requirements of Plaza South, the City of Fort Lauderdale, and Broward County.

2. The General Contractor must meet with the Plaza South Maintenance Manager and General Manager in advance of, during, and after the project. At the initial meeting, a complete written scope of work and timeline must be submitted. Work cannot begin without the approval of the General Manager.

3. Failure to comply with the policies and procedures in the Contractors Package can result in work being stopped.

4. All work must be scheduled through the General Manager and is handled for all owners on a first come, first serve basis. Plaza South and its management team reserve the right to deny requests for specific delivery or work dates.

5. A deposit is required in advance of the start of work. A non-refundable fee will be deducted from the deposit for any project that requires the elevator to be padded on multiple days.

6. Contractors, sub-contractors, and delivery companies must be licensed and insured. A copy of ALL contractors' Certificates of Insurance naming Plaza South Association, Inc. as the Certificate Holder must be provided in advance of the start of work.

7. Contractors, subcontractors, Outside, service people, and delivery companies are not permitted to be self-insured.

8. Owners and/or Contractors are responsible for obtaining all necessary permits. Work cannot commence until all permits are in order.

9. All permits, documentation, deposits, and paperwork must be received by the General Manager **at least one (1) week** prior to the start of work.

10. **No Work** is permitted on any weekend, federal holidays, blackout periods, or extended holiday periods as designated by the Plaza South Association, Inc. Check the Contractors Package before scheduling a delivery near a holiday period or check with the General Manager.

HOT WATER TANK POLICY

1. The possibility of hot water tanks leaking in the utility closets of the units at Plaza South Condominium constitutes a potential for significant damage to common areas and multiple units, a potential for fire and safety hazards and a potential for serious health issues.

2. In order to inform unit owners of their responsibility to our community to prevent damage the Board has established a policy for the mandatory replacement of their hot water tanks. Owners will be informed by letter when their water tank needs to be replaced. See Hot Water Tank Replacement Policy.

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APPENDIX 1: PLAZA SOUTH POLICIES & PROCEDURES

- A. BBQ Reservation
- B. Contractor Info Package
- C. Designated Eating Area
- D. Emergency Key
- E. Fitness Room Age and Use
- F. Grass Area – Deck use
- G. Kayak & Paddle Board Storage Policy
- H. Lost and Found
- I. Lounge Reservation Procedure
- J. Service and Emotional Animals
- K. Parking Policy & Procedure
- L. Garage Rental – Need final version
- M. Mold, Mildew & Remediation Responsibility Policy
- N. Vacant & Unattended Unit Policy
- O. Use of Recreational Area West of BBQ Area
- P. Plaza South Fine Process for Non-Compliance of The Governing Documents
- Q. Window Replacement Policy
- R. Use of Grass Areas on West Deck Policy
- S. Service & Emotional Animal Policy & Procedure
- T. Key Control Policy
- U. Deed Requirements for New & Existing Owners
- V. Covenant Enforcement (Fining) Policy
- X. Hot Water Tank Policy
- Y. Guest Policy

APPENDIX 2: LIST OF FORMS OWNERS MAY NEED

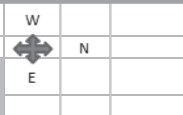
- A. Contractor Information Package & Form.
- B. Unit Surveillance Form
- C. Out of Residence Form
- D. Unit Owner Information Form
- E. Vehicle Registration Form
- F. Authorization to Remove Items Form
- G. Move in/Move out Form
- H. Authorization to Enter Form
- I. Vehicle keys Location Form
- J. Trash Bag Disbursement Form
- K. Lounge Reservation Form
- L. Lounge Deposit Form
- M. Guest Request Form
- N. Guest Registration Form
- O. Out of residence Form
- P. Immediate Family Members Form
- Q. Maintenance Request Form
- R. Emergency Contact Form
- S. Service Animal Form
- T. Association Fine Procedure Notification Form
- U. Vehicle Key Location
- V. Certified Letter Form
- W. Voter Form

THERE ARE **THREE (3) STAIRWELLS** IN THE BUILDING AT THE FOLLOWING LOCATIONS:

- At the East end of the building (N/P Tower)
- At the West end of the building (E/F Tower)
- At the South end of the building (A/B Tower)

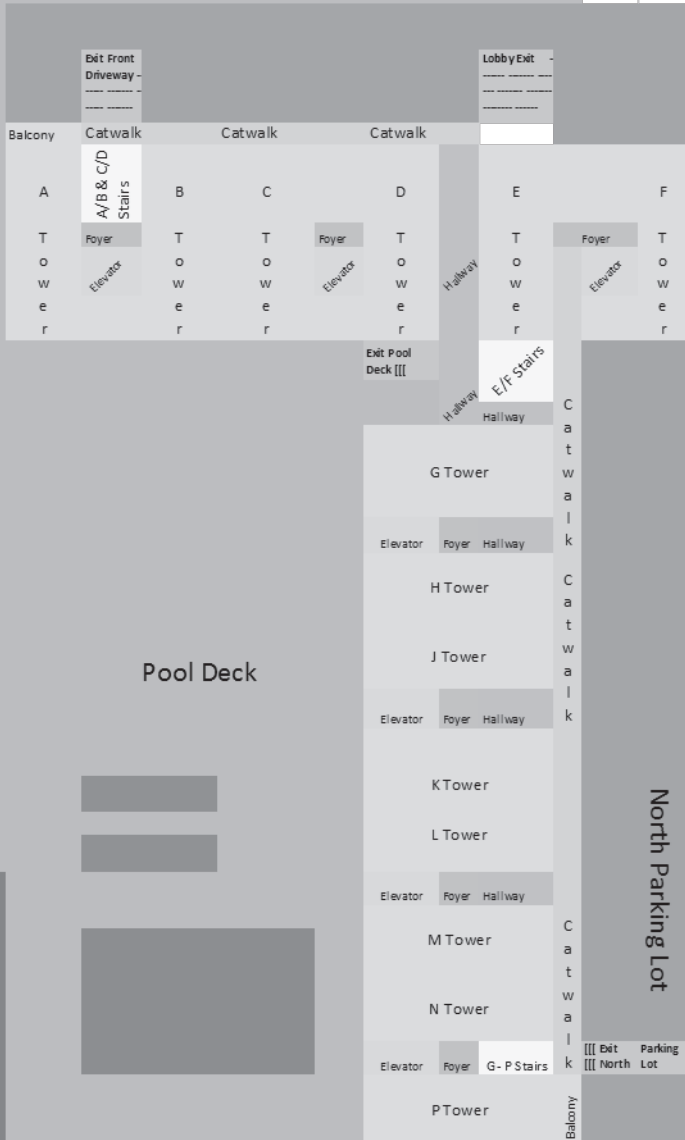
GALT OCEAN DRIVE

Plaza South Stairwell Exit Diagram



Driveway to Lobby Entrance

Driveway Ramp to Garages



Pool Deck

North Parking Lot

- Stairs
- Exits
- Catwalk
- Hallways

