

GULF STREAM COTTAGES HOA

STANDARD OPERATING PROCEDURES: TOWING POLICY

The following policy will explain how the towing of any vehicle, trailer, etc will be handled.

Vehicles, trailer, etc with no parking passes or unknown unit associated with:

1. May be towed immediately or anytime there after.
2. Pictures of the violation will be taken.

Vehicles, trailers, etc that are Double Parked, Handicap Violation, Other Violations:

1. Will be tagged with a warning violation asking to correct parking violation and or
2. Each violation may be towed even after being tagged with a warning violation.
3. Double parked vehicles that are blocking another vehicles' use of a parking spot may be towed immediately.
4. Vehicles parked in a Handicap marked spot and or the white lined areas may be towed immediately.
5. Vehicles with other parking passes displayed (other then GSC) will be towed immediately.
6. Only GSC Parking Pass is permitted that was issued by the BOD. Other passes made, designed, pictures on etc to copy the pass will be voided and cars may be either tagged with a warning or towed immediately.

Violations that may towed:

1. Parking on the grass, mulched areas, flower beds etc.
2. Parking/ driving on the sidewalks.
3. Driving on the grass/ mulched areas to park in the back of units limited common areas. Exception to Owner's golf carts under the Rules and Regulations of Gulf Stream Cottages.
4. Parked in non lined/ designated areas.

Harassment, Threats, Verbal or Physical Abuse:

1. Any of the above toward any Unit Owner, Property Manager, Employee, Board of Director, Tow Truck Agent will not be tolerated.
2. An immediate violation fine of \$100 will be assessed to the Unit that is involved.
3. Unit may be evicted if threat is deemed to be violent.

Semper Fi Property Management, LLC
Owners Rep and Operations

Gulf Stream Cottages HOA
Board of Directors President

GULF STREAM COTTAGES HOA

Standard Operating Procedures: Eviction Policy

The following policy will explain how the eviction of units will be handled:

If the Property Management Company for the Home Owners Association or Board of Directors feels a need to evict any guest from Gulf Stream Cottages the following will be completed:

1. Inform the guest (s) that the Unit Owner or Rental Agent is being contacted for eviction request of the unit.
2. Inform the Owner or Agent verbally on the phone, text message and or email of the situation in detail and why of the eviction request.
3. The Owner or Agent then will handle the eviction or ask for assistance.
4. If the situation deems necessary to call the Police to assist, this will be completed.
5. \$75.00 per hour will be charged to the unit owner to handle the eviction. The owner in return should charge the tenant's security deposit.
6. If the Owner or Rental Agent does not evict. The unit may be assessed a violation fine of \$75.00.
7. If the unit continues to be a nuisance and is not evicted. The unit will be assessed a violation fine of \$75.00 per trip to the unit and complaint.

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