

Racquet Club Villas Contractor Rules

The following rules apply to all individuals performing work at Racquet Club Villas:

Hours: NO work during Heritage Week, June, July or August.

- Contractors may only work during the hours between **8:00 a.m. and 5:00 p.m.**, Monday through Saturday. Work on holidays must comply with CSA rules. This does not apply to emergency work.

Housekeeping:

- Contractors **MUST** clean daily all common areas, including corridors, parking lot, grounds, etc. which they use.
- Contractors must provide their own refuse disposal equipment, and may not dispose of refuse in Racquet Club Villas trash containers. Plywood is to be put down so as not to damage the asphalt. Nothing is to be thrown off the corridors or balconies.
- Contractors must obtain a permit for placing approved dumpsters on the property from the Regime Management Company and attach the permit to the dumpster. No port-a-johns are permitted.

Work Rules:

- Contractors may not use balconies, hallways, or other common property as work or storage areas without written approval by the Regime Management Company. Any rigging from the building must be approved by the Regime Management Company.
- Contractors may not interrupt services to other units or otherwise inhibit the use of other units without written approval by the Regime Management Company.
- Contractors must promptly notify the Regime Management Company of any damage to common property and promptly make corrections when possible. This includes paint spills.
- Contractors may not cut into the floors or load bearing elements of the building.
- Contractors may not cut into fire rated ceilings or make changes to elements installed in fire rated ceilings without written approval by the Regime Management Company.
- Contractors may not disconnect or otherwise modify any utility element that is common property without written approval by the Regime Management Company. This includes electrical, plumbing, cable, or telephone feeds installed inside the walls that provide service to other units.

- Any construction procedure that will generate excessive or extended noise or may cause inconvenience to neighboring units requires approval by the board. The application must include a definition of the procedure, why it is required, as well as the specific times and durations expected for the procedure. The board may elect to restrict the procedure or to limit the times that such procedures are allowed. The owner or contractor will be required to give the Regime Management Company notice of the planned procedure at least three (3) business days prior to said procedure so that neighbors can be notified.

Vehicles:

- Contractors must park vehicles and trailers at the rear of the lot and remove them at the end of each day.

Penalties:

- Any violation of the above defined rules may result in a fine of up to \$500 per day and a suspension of construction until the appropriate corrective action is taken.

Contacts:

Management Company
IMC Resort Services, Inc.
843-785-4775

Sea Pines Security
843-671-7170

Emergencies
911