

The Spa on Port Royal Sound, HPR

Board of Directors

*Barry Mullis, Henry Sanders, Sam Einfeldt, Semina DeLaurentis,
Julie Ahrens, Tama Blevins, Keith Barker*

DATE: June 9, 2020, Revised January 7th 2021, Revised July 22nd 2022
TO: The Spa on Port Royal Sound, HPR Owners
FROM: The Spa on Port Royal Sound, HPR Board of Directors
RE: Gate Pass Procedure Update

The Board of Directors has been working diligently to make the gate pass procedure as efficient as possible for owners and guests wishing to gain access to the property.

Gate pass fees are as follow:

- Owners and Immediate Family Members of owners (Immediate Family Member means a child, stepchild, grandchild, parent, stepparent, grandparent, spouse, sibling, mother-in-law, father-in-law, son-in-law, daughter-in-law, brother-in-law, or sister-in-law, including adoptive relationships, of an owner at the Spa on Port Royal Sound.): \$0
- Owner Sponsored Guest / Visitor (friend, etc.) overnight: \$5
- Contractor for any service provided directly to an owner, guest, or tenant. Cost of contractor passes, and decals are as follows: Daily Pass (\$10.00), Monthly Pass (\$50.00), Annual Contractor Decal (\$150.00). Passes for additional vehicles of a contractor with an Annual Contractor Decal will be charged \$25.00 per additional annual decal.
 - Contractors must provide a valid driver's license, vehicle registration, vehicle insurance and Contractor's current Certificate of Insurance as required by the Annual Contractor Decal Application.
- Short Term Renter: Renters entering the property for a stay between 1 and 89 days will be charged \$20 per pass, per vehicle. Upon arrival at The Spa security gate, the renter will be required to provide documentation of their stay including unit rented, length of stay. Security will issue a pass for the length of stay and the renter will be required to pay the \$20 fee to the security guard prior to entering the property unless prior arrangements have been made by the owner of the unit (or their rental management company) to pay for the pass in advance. Short-term renter passes may be purchased in bulk through the Onsite Office and must be paid for in advance of the arrival date. Please allow 48 hours for the Onsite Office to prepare the passes.

Gate pass requests can made directly in the Tekcontrol application: <https://vms.securitasinc.com/>

Thank you in advance for your adherence to these procedures.

STATE OF SOUTH CAROLINA)
)
COUNTY OF BEAUFORT)

AFFIDAVIT TO RECORD

IN RE: The Spa on Port Royal Sound Horizontal Property Regime

The attached documents are being recorded to comply with the South Carolina Homeowners Association Act, Title 27, Chapter 30, Section 110, et. seq., South Carolina Code of Laws (1976), as amended.

- Gate Pass Procedure Memo (Revised July 22, 2022)

Spa on Port Royal Sound Horizontal Property Regime

By: William B. Mullis
William B. Mullis
(Printed Name)

Its: President, The Spa on Port Royal Sound

SWORN TO BEFORE ME

On this 19th day of August, 2022.

Jaclyn Phillips
Notary Public for South Carolina
My Commission Expires
February 4, 2024