

BRIDGEPOINTE RULES OF CONDUCT

Violations of Rules of Conduct May Result in Fines Levied by
The BridgePointe Owners Association, Inc. ("Association ")

Please report any problems, damage to property or furniture, or other concerns to the IMC Resort Services, Inc., Dave Lewellen (843-785-4775 ext. 207 or Dave@IMCHHL.com).

For your convenience, IMC Resort Services, Inc. has two locations to serve you:

Bluffton: 181 Bluffton Rd, Ste C-103, Bluffton, SC 29910

Hilton Head Island: 2 Corpus Christi, Ste 302, Hilton Head Island, SC 29928

Note: If the resident/tenant does not understand English, it is the responsibility of the owners and/or rental agency to translate the Rules and Regulations to ensure all items are fully understood by the tenant.

Owner and Guest Conduct

1. Occupancy limits: max number of two (2) people per bedroom. A fine of \$300.00 per person, per week may be assessed if maximum occupancy is exceeded.
2. **Unreasonably noisy behavior or offensive activity, as determined by the Association or Neighborhood Watch, is not permitted.**
3. Fireworks are prohibited.
4. Leasing of residences must have a minimum term of ten (10) months. A copy of any lease, rental contract, or other rental agreements must be submitted to the IMC Resort Services, Inc. (843-785-4775, 2 Corpus Christi, Ste 302, Hilton Head) on or before its effective occupancy date. The document must contain the names of all occupants who will reside in the unit. If owner is using a rental manager/rental management company, owner must also supply the Regime office with the name, address, and telephone number of the manager/management company.
5. Sub-letting for a period of less than 10-months is not allowed. All sub-letting must be disclosed to the management company and a current lease must be on file showing the entity leasing the unit as well as the individuals sub-letting the unit.
6. Moving in or out is restricted to 9 am to 7 pm. Owner, rental company, or agent should notify management company of move in or out date when determined.
7. Owner's and renter's guests/visitors must observe reasonable standards of personal conduct at all times. If any guest or visitor of a resident disturbs the peace, violates Association rules or regulations, or any state or local ordinances, the owner/renter who invited the guest/visitor may be fined.
8. There is to be no fishing or swimming in the lagoons or lake(s). Owners/Residents/Guests must not throw food, trash, rocks or other debris in pool or lagoons.
9. Owners are responsible for the acts and omissions of their tenants. It is the sole responsibility of the owners to ensure that their tenants understand all Rules and Regulations.
10. Waterbeds are not allowed in any condominium.
11. No discharging of firearms of any description is permitted on BridgePointe property.

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12. **Open flame grills are not permitted within the community in accordance with Fire Marshall Regulations.**
13. Owners/Residents shall not run, play, ride bicycles, scooters or rollerblade in the hallways of any building, elevator, stairwell, sidewalk, or pool area and deck.
14. Any tampering with or removal of common area light fixtures, bulbs or covers, fire alarms or panels, is strictly prohibited. Unit Owners will be responsible for any such damage

Property Appearance:

1. No clotheslines are allowed on the exterior of the Condominiums.
2. Grills and other personal property must be placed in storage lockers. Furniture not designed for outdoor use is not permitted on decks/patios. Bicycles must be stored within unit or storage units only.
3. All household garbage and refuse from units shall be deposited with care in trash compactor intended for such purpose. **Refuse must be deposited in trash compactor and not left on the ground around the compactor.** All refuse must be taken immediately to the trash compactor and not left at the entrance of any unit. Furniture mattresses and other large items must be taken to the town disposal area. **Reminder:** The town disposal area is located at Bluffton Parkway and Simmonsville Road.
4. No signs may be placed on the exterior of a Condominium, or on the interior of a window so as to be visible from the exterior of a Villa.
5. No business may be established in a Condominium or on community property. Condominiums are for residential use only.
6. Television antennas, satellite signal receivers or other similar devices *may not* be erected on the exterior portion of a Condominium or set on common grounds. An antenna dish may be mounted in a bucket and set on your balcony.
7. Garage sales are prohibited except for those sponsored by the entire community.
8. No playground or recreational equipment may be installed outside of a Condominium on common property.
9. All windows must have white blinds facing the outside.
10. All second and third floor units should be carpeted (with the exception of kitchen and bathroom(s)). Carpeting is a good sound absorber and helps to reduce noise being transferred to neighbors in the units below.
11. No exterior alterations may be made to any unit or building.
12. Sidewalks, stairways, hallways, breezeways, elevators and other common areas shall not be obstructed or used for storage. The Association has the right to impound and/or dispose of any items or personal belongings left in these areas.
13. The resident/owner shall maintain and clean all porches balconies and other exterior areas reserved for the resident's private use. Only patio appropriate furniture may be placed on balconies or porches. No other items of any kind shall be stored or placed on the balconies or porches. No clothing, rugs, towels, or any other item may be hung from railings, furniture, bushes, or anywhere outside the condominium. Bicycles may not be stored or placed on balconies or porches.
14. No wiring shall be installed for electrical or telephone installations, television or cable, radio antenna, air conditioning units, satellite dishes or other similar antennae, or similar objects outside of any unit or any which protrudes through the walls or roof of any unit.
15. Do not pour grease down any drain.

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16. Owner/Resident is required to have electricity supplied to the condominium at all times and to maintain a minimum temperature of 40 degrees to prevent frozen pipes and flooding.
17. For safety reasons owner/resident shall not put names on entryways, mailboxes, or other locations.
18. Bridgepointe Condominiums is a smoke-free property. NO SMOKING is permitted in any of the common areas to include, hallways, elevators, stairwells, pool, parking lots, landscaped or natural areas. Discarding cigarette and cigar butts in the common areas will incur fines for littering. Also, the NO SMOKING policy includes the unit porches which are limited common elements within Bridge Pointe. Second hand smoke can be a major nuisance to units above and below so smoking on porches is prohibited.
19. There is to be no alcohol in any of the common areas to include the parking lots and pool areas. In addition, no beverages in glass containers will be allowed in any of the common areas for safety purposes.
20. The Bridgepointe Board of directors may alter, change, add, or remove any of the Rules of Conduct during any regularly held Board Meeting.

General

1. Access cards to the pool are available at IMC Resort Services, Inc.'s office (181 Bluffton Rd, #C103, Bluffton, SC 29910). For renters, a \$100 refundable deposit is required per card and will be returned when the card is turned in. There is no charge for an owner to obtain a pool card.
2. Vehicle permits are available from IMC Resort Services, Inc. or a request can be submitted to the Board. Maximum two permits per two-bedroom unit and three permits for a three-bedroom unit. (See Attachment I)
3. If an owner(s) is delinquent in their association fees, the Unit's pool access card will be deactivated until the account is current.
4. Use of common area for commercial purposes is not allowed.

Pets

1. Only Owners are allowed to have pets.
2. Up to two (2) household pets are allowed in each residence, exclusive of birds and fish.
3. No livestock or dangerous dog breeds are allowed within BridgePointe
4. Solid pet waste must be removed from common areas by the pet owner and placed in a trash container.
5. Pets are to be on a leash. A leash law does exist for Beaufort County and BridgePointe intends to comply with it.
6. Owners will be responsible for any damage caused to the common property by their animals.
7. No pets are allowed in or around the pool area.
8. No dog runners are permitted and dogs are not to be tied up outside.
9. Cats are not allowed outside the unit unattended by the pet owner.
10. No pet food or water is to be placed outside as that could attract rodents or other animals.
11. Any pet that has previously bitten another pet or person shall not be kept on the property except with written permission of the Board. Any pet that bites another pet or person or that damages property will be prohibited from residing on the Property

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12. Refer to Attachment II for more detailed rules.

Vehicles

1. All traffic signs **must** be respected.
2. All vehicles must have a valid license plate. Vehicles not displaying a current license plate will be towed from the BridgePointe property at the vehicle owner's expense.
3. Parked vehicles shall not block the passage of a street, walkway, or a driveway. No parking is allowed in front of the trash compactor or blocking garages.
4. Per Fire Marshall Instructions, no parking is permitted within (15) fifteen ft of a fire hydrant or mailbox, or in any fire lane.
5. Up to three (3) parking permits per unit will be assigned (further information is available in Parking Policy). Vehicles are to be parked in designated spaces only. CARS THAT ARE PARKED ON LANDSCAPE AREAS SUCH AS GRASS, PLANTING BEDS, ETC., WILL BE TOWED IMMEDIATELY. Any damage and/or repairs necessitated by the parking on grass or sidewalks will be billed to the owner of the unit responsible.
6. All residents are required to observe a 10 mile-per-hour speed limit and all South Carolina traffic laws while on the property.
7. Residents may not perform any vehicle maintenance on the property other than replacing a flat tire or changing a battery.
8. It is against federal law to dispose of oil or antifreeze on the ground or in the trash, which will incur a \$250.00 fine for the first offense and minimum \$500.00 fine plus possible legal action for a second offense.
9. All vehicles must be road worthy, have valid tags and be parked correctly within the lined spaces. It is required that all vehicles be registered with IMC Resort Services, Inc. and display a parking decal/permit. The Association has established separate parking rules and regulations to be administered by the Management Agent (refer to Attachment I).
10. All unmarked parking is first come first serve.
11. The condominium association is not responsible for vehicle security, regardless of cause, nor for any vehicular damage, regardless of cause.
12. Boats, golf carts, go-carts, jet skis, motorcycles, trailers, RV's or other similar recreational vehicles are not permitted to be parked or stored in the common area. However, these items may be stored in the garages. No oversized vehicles (those that will not fit into a parking space) are permitted to be parked on BridgePointe property.
13. Bicycles should be put in designated areas only (not left on grass areas). Bicycles left on the grass may be removed by the Management Agent.
14. Parents are responsible to instruct their children in safety regulations for accident-free bicycle riding. Children need to be instructed on proper safe conduct with respect to the common property (do not dart out in front of cars; stay on right side of road when in roadway; etc.).
15. For their own protection, children can not play in the main streets. Additionally, balls are not to be bounced off walls, garages or cars for safety reasons, as well as to safeguard the property.
16. Parking of commercial vehicles is prohibited.

Pools

1. Pool hours are 8am - 9pm for swimming April to September. The sun deck is open year-round 8am to sunset.

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2. Ninety-three swimmers maximum in the pool at any one time.
3. Use pool area and swim at your own risk
4. No alcoholic beverages, glass or other breakables allowed in the pool area.
5. Children 14 years of age and younger must be accompanied by a parent or guardian 18 years of age or older at all times.
6. No running, diving or horseplay allowed. No loud or obnoxious behavior. (The pool area is for everyone's enjoyment, please respect others).
7. Please shower before using the swimming pool.
8. No children wearing diapers in pool unless wearing protective and sealed swim suits.
9. Proper swimsuits attire must be worn. No street clothes allowed. (This is necessary to help ensure pool water cleanliness).
10. All DHEC (Department of Health and Environmental Control) and other rules and regulations as posted in the pool area must be strictly followed.
11. **Each resident adult is limited to two (2) guests at the pool at any given time. (A guest may be either an adult or child). All guests must be accompanied by the resident or owner while using the pool.**
12. Toys, floats, balls, and recreational devises of any kind are not permitted in the pool.
13. Only radios/CD/MP3/tape players equipped with earphones are permitted at the pool areas. Please respect the fact that not all people like the same music.
14. Pool furniture are not to be moved from the pool area.
15. A access card is required to enter the pool gate. For renters, a \$100 refundable deposit is required to obtain a card. If they card is lost or not returned when vacating the unit, the \$100 deposit is forfeit. To receive a card, contact IMC Resort Services, Inc.
16. Requests for clubhouse parties need committee approval. See Club House Rental Application form and Rules and Regulations for more details.

NONCOMPLIANCE SCHEDULE (unless otherwise noted above)

"The management company, in conjunction with the Board of Directors" has the authority to issue warnings for violations of the Rules and Regulations. The management company may levy fines for repeated violations based on the fine schedule below, in conjunction with the Board of Directors.

1st violation - warning

2nd repeat violation - \$100.00

3rd repeat violation - \$250.00

4th repeat violation - \$350.00 and legal action (up to and including eviction)

Any appeal of any Rule enforcement or fine must be made to the Board of Directors through the management agent within 30 days of any such enforcement or fine.

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ATTACHMENT I: BRIDGEPOINTE PARKING REGULATIONS

1. Each unit is entitled to park a limited number of vehicles overnight on BridgePointe property according to the following schedule:
 - 2 Bedroom Units: Up to 2 Vehicles
 - 3 Bedroom Units: Up to 3 Vehicles
2. All vehicles being parked overnight on BridgePointe property will be required to display a valid parking permit. Vehicles not properly displaying a valid parking pass shall be towed at the vehicle owner's expense.
3. Each unit shall be entitled to up to the number of permits listed accordingly to the schedule in item #1. Decals are no charge to Owners. The charge per decal for renters is \$20.00. If purchasing a new vehicle, please remove the old sticker from the car and bring it in and it will be replaced with a new sticker at no cost.
4. Parking permits must be displayed at all times on the lower driver side windshield and must be visible from the exterior.
5. To obtain a parking permit, the owner of the vehicle must submit an application form containing their name, unit number, description of the vehicle, and the current license plate number. **All non-owners (tenants) must produce a copy of a current and valid lease, copy of the current registration, current insurance and a copy of their Driver's License with their application. The name on the lease must match the name on the registration and license.**
6. All vehicles on the property must have a valid license plate.
7. Any request for more than the allowed number of permits as per item #1 must be put in writing to the BridgePointe Board of Directors and Mailed to: IMC Resort Services, Inc., 181 Bluffton Rd, Ste. C103, Bluffton, SC 29910. This request will be taken up at the next regularly scheduled meeting of the Board.
8. Any resident may request a Visitors Permit, which shall entitle the vehicle displaying such a permit to park on the property overnight. Visitors Permits shall be valid for up to fourteen (14) days. Visitor permits may be obtained from the management office prior to the visit. Management reserves the right to limit the number of Visitor Passes issued.
NOTE: To accommodate those residents who have an unexpected overnight visitor, if a violation is issued, just bring the violation ticket to the management office within seven days for proper handling.
9. Vehicles must park in a valid parking place. Vehicles must not be driven on or parked in any grassed or landscaped areas. Any vehicle doing so shall be subject to a fine and/or damages and shall be towed immediately. All vehicles must be parked within a lined space or specifically designated area.
10. Any vehicle left unmoved or in a state of disrepair for 14 days is subject to being towed. All vehicles must be maintained in an operable condition. Only emergency repairs noted in the Rules and Regulations are permitted on the property.
11. No watercraft, motor homes, campers, buses, trailers, tractors, or commercial vehicles will be allowed on the property. Commercial vehicles will be allowed on the property for the sole purpose of conducting valid business during business hours or in an afterhour's emergency situation. A commercial vehicle is any vehicle with more than two axles or four tires" or a business vehicle with lettering, magnetic signs, advertising, etc. Business vehicles shall not exceed 19 feet in length and 7 feet in width including all attachments and items including, but not limited to trailer hitches, spare tires, lumber, pipes, poles, and ladders.

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12. Penalties: Vehicles not complying with the above Rules and Regulations will be tagged with a Violation Notice and subject to towing 24 hours after notice is placed on the vehicle. Any vehicle receiving more than 2 notices in a 30-day period will be towed immediately. The fine system specified in the Rules and Regulations will be implemented in addition to the above remedies. **ALL TOWING WILL BE DONE AT THE OWNERS EXPENSE.**
13. Common courtesy and cooperation are asked of all resident of BridgePointe. Please Park, when possible, in close proximity to your own unit. If you will be having a large number of guests, please be sensitive to the parking needs of your neighbors. Please respect the painted parking space lines so as not to overlap your vehicle onto another parking space.
14. These Rules may be amended from time to time by the BridgePointe Board of Directors.

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ATTACHMENT II: BRIDGEPOINTE PET REGULATIONS

- A. Owners may keep dogs, cats, and other usual and customary household pets in their condominium (the "Permitted Pets"). Renters and Guests are prohibited from keeping or bringing pets to the condominium or any Property at BridgePointe. Such Permitted Pets shall be subject to these Pet Regulations and such reasonable conditions as the Board of Directors may by rule and regulation impose.
- B. There can be no more than two (2) Permitted Pets in each condominium at any given time.
- C. Pets shall not be allowed upon the Common Elements unless restrained by a leash, transport box or cage. All owners shall clean up after their pets.
- D. Pets shall not be left unattended on unit patios or balconies.
- E. Owners shall comply with additional Pet Rules as may be adopted by the Board of Directors from time to time.
- F. No Owner shall have a pet which, in the sole discretion of the Board of Directors, is considered to be a danger to the Residents, Owners, other pets, management staff, or occupants of BridgePointe or is otherwise considered to be a "Dangerous Breed." For the purposes of these Rules, the following breeds, or any dog being a mixed breed thereof, shall be considered to constitute Dangerous Breeds:
 - (a) Pit Bull
 - (b) Rottweiler
 - (c) Doberman Pincer
 - (d) Presa Canario
 - (e) Bull Mastif
 - (f) American Pit Bull Terrier
 - (g) American Staffordshire Terrier
 - (h) Staffordshire Bull Terrier
 - (i) Additional breeds added to such list from time to time by the Board
- G. All Pets must be in Compliance with all applicable governmental laws, ordinances, rules, and regulations.
- H. Each Owner keeping a pet that violates any of these rules or permits any damage to or soiling of the Common Elements or permits any nuisance or unreasonable disturbance or noise shall:
 - (a) Be assessed by the Board of Directors or the Management Agent for the cost of the repair of such damage or the cleaning or elimination of such nuisance and/or
 - (b) Be levied such fines as the Board of Directors may reasonably determine and/or
 - (c) Be required by the Board of Directors to permanently remove such pet upon five (5) days written notice.

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RECEIPT OF RULES OF CONDUCT, ATTACHMENT I AND II

**I certify that I have received a copy of the above documents supplied to me
this**

_____ day of _____,
DAY MONTH YEAR

Tenant Name (Print): _____

Signature: _____

Unit Number: _____ Lease Duration: _____

Rental Agent/Agency, if applicable: _____

Contact Name: _____

Contact Email: _____

Contact Number: () _____