



ORIENTATION PACKAGE

for

WATERFORD COURTYARDS IN JACARANDA AT CENTRAL PARK HOMEOWNERS ASSOCIATION, INC.

*****Orientation Must be Completed *PRIOR* to a Sale or Lease*****

Revised 08.01.2025



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WATERFORD COURTYARDS IN JACARANDA AT CENTRAL PARK HOA, INC.

ORIENTATION PACKAGE CHECKLIST

NOTE: Orientation MUST Be Completed Prior to Sale or Lease.

Building#: _____ Address: _____

Name(s): _____

Purchase Price \$ _____ OR Monthly Rent \$ _____

- (1) If a PURCHASE, include a copy of the PURCHASE AGREEMENT. **Once the purchase is finalized, a copy of either the WARRANTY DEED or a fully executed copy of the HUD closing statement must be submitted to the Association so that information about maintenance payments can be sent to the Purchaser.**
- (2) If a LEASE, include a copy of the LEASE AGREEMENT. Leases must be renewed annually, with a copy sent to the Association in a timely manner upon each renewal.
- (3) Copy of CURRENT VEHICLE REGISTRATION for each vehicle (no more than 2 vehicles allowed).
- (4) Copy of CURRENT DRIVERS LICENSE for each occupant who holds a driver's license.
- (5) Copy of CURRENT PROOF of INSURANCE for each vehicle/driver.
- (6) If you own a pet, include PHOTO of PET, PROOF of CURRENT COUNTY REGISTRATION, PROOF of RABIES VACCINATION.

ORIENTATION FORMS: The rest of this page will be completed by the Association's representative.

Unit Registration Form	_____
Vehicle and Parking Decal Information Form	_____
Pet Registration Form	_____
Trash, Recycling and Bulk Pick Up Form (with Plantation Recycling Guidelines)	_____
Addendum to Sale or Addendum to Lease	_____
Rules and Regulations	_____
Additional Resident Guidelines	_____
Homeowners Association Information	_____

ADMINISTRATIVE FEES: Check ONLY. payable to "WCHOA".

Unit Registration & Orientation	\$100 Married or
Vehicle Registration: \$50 per vehicle; no more than 2 vehicles allowed	\$100/Person
Pet Registration Fee: \$50	_____
Pool Fob: \$50	_____

TOTAL RECEIVED:

Signature of Person Conducting Orientation

-1-

Date

WATERFORD COURTYARDS IN JACARANDA AT CENTRAL PARK HOA, INC.

UNIT REGISTRATION FORM

Designated Parking Spaces: _____ and _____ Date: _____

Building#: _____ Unit Address: _____

Purchaser's Name(s):

Mailing **Address**: -----

Home Phone: _____ Cell Phone: _____

Email: _____

2nd Email: _____

Tenant's Name(s): _____

Home Phone: Cell Phone:

Email:

2nd Email: _____

Lease Expiration **Date**: -----

Landlord's Name: Landlord's Phone No.

List any and all other adults or children that will be living in your unit:

Name	Date of Birth	Phone Number(s)	Email Address
------	---------------	-----------------	---------------

_____	_____	_____	_____
-------	-------	-------	-------

Name	Date of Birth	Phone Number(s)	Email Address
------	---------------	-----------------	---------------

_____	_____	_____	_____
-------	-------	-------	-------

VEHICLE AND PARKING DECAL INFORMATION FORM

Building#: _____ Address: _____

Name(s): _____

Check One: _____ Purchaser _____ Tenant

Vehicle 1: **Owner Name(s)** _____

Year	Color	Make	Model & type (car, truck, SUV)	Tag #
*****	*****	*****	*****	*****

Vehicle 2: **Owner Name(s)** _____

Year	Color	Make	Model & type (car, truck, SUV)	Tag #
------	-------	------	--------------------------------	-------

The decal fee is \$50.00 per vehicle, up to a maximum of two vehicles.

Please make check payable to **WCHOA**.

RESIDENT'S VEHICLES: All resident's vehicles **MUST** be registered with the HOA. A Waterford Courtyards parking decal **MUST** be displayed in the lower corner of the driver's side front windshield.

GUEST PARKING: A limited number of guest parking spaces are provided for visitors. **Overnight guests parked in an owner's space must display a guest parking tag from the rear view mirror.** Guest parking tags are provided by the HOA for \$50 each (2 maximum).

RESIDENTS AND THEIR GUESTS MUST PARK IN DESIGNATED PARKING SPACES ONLY. ABSOLUTELY NO ON-STREET PARKING IS PERMITTED. Residents shall not park or position their vehicle so as to prevent access to another resident's parking spaces or any guest parking spaces.

VEHICLES PARKED IN AN OWNER'S SPACE WITHOUT A PROPERLY DISPLAYED DECAL OR GUEST TAG AND/OR VEHICLES PARKED ILLEGALLY ON-STREET WILL BE SUBJECT TO TOWING AT THE VEHICLE OWNER'S EXPENSE.

Unregistered vehicles or vehicles without current tags will be towed at owner's expense.

The Townhouse Unit owners, their families, guests, invitees and licensees will obey the posted parking and traffic regulations installed by the Association for the safety, convenience, and welfare of all Townhouse Unit owners in the property.

Any vehicle illegally parked is subject to towing at the vehicle owner's expense.

Signature of Purchaser or Tenant

Date

Signature of Purchaser or Tenant

Date _____

PET REGISTRATION FORM

Building#: _____ Unit#: _____

Name: _____

Check One: ☐ Purchaser ☐ Tenant

If you are a Tenant, does your lease allow for a pet? ☐ Yes ☐ No

PET INFORMATION:

Type and breed of pet: _____

Weight of pet **AT MATURITY:** _____ pounds

Name of pet: _____

Important Pet Facts:

- (1) **Residents shall not keep more than one cat or one dog in his/her unit, which will weigh no more than 20 pounds at maturity.**
- (2) **Pets shall not be permitted in any of the Common Areas of the Complex unless under leash. Each pet owner shall be required to clean up after the pet to properly maintain the Common Areas.** Pet Waste Stations and Doggie Bags are provided throughout the property for resident use.
- (3) **All pets must be registered with the HOA.** Pet Registration fee is \$50.00. Please make checks payable to "WCHOA".
- (4) Purchaser/Tenant must provide to the Association a copy of: (a) proof of current county registration; (b) proof of rabies vaccination; and (c) a current photo of the pet. All three items must be provided with this registration form.
- (5) If the pet becomes obnoxious to other owners or residents by barking or otherwise, the Purchaser/Tenant shall remedy the problem immediately. If the problem continues and the Purchaser/Tenant receives notification from the Association that the problem has not been rectified, the Purchaser/Tenant agrees that it will not continue to keep the pet at Waterford Courtyards.
- (6) **IF PURCHASER/TENANT DOES NOT HAVE A PET AT THIS TIME BUT WISHES TO HAVE ONE IN THE FUTURE, PURCHASER/TENANT MUST FIRST REGISTER THE PET WITH THE HOA and FOLLOW ALL OF THE GUIDELINES MENTIONED ABOVE. In addition, Tenant must supply proof that its Landlord is agreeable to Tenant having a pet within Landlord-'s unit.**

ACKNOWLEDGED and RECEIVED by:

Signature of Purchaser/Tenant

Date

Signature of Purchaser/Tenant

Date

WATERFORD COURTYARDS IN JACARANDA AT CENTRAL PARK HOA, INC.

TRASH, RECYCLING AND BULK PICKUP

*Regular & Recycle Trash: Wednesday (Blue & Recycle Bags ONLY; do NOT put out trash prior to 7:00 AM)

*Regular Trash ONLY: Saturday (Blue Bags ONLY; do NOT put out trash prior to 7:00 AM)

ONLY BLUE Plantation bags can be used for regular trash.

ONLY CLEAR Plantation Recycle bags can be used for recycle trash.

A NOTE ABOUT RECYCLING: The following items are accepted for recycle and can be placed together in a clear Plantation recycle bag: #1- #7 plastic bottles; glass bottles, except blue; aseptic milk & juice cartons; tin, metal, & aluminum cans; all paper waste including newspaper, magazines, chipboard, shredded paper, etc. Please remove all caps and rinse containers.

BULK TRASH COLLECTION: Bulk trash collection is usually scheduled for the second Wednesday of each month. A current schedule of the Bulk Trash Dates has been provided in this packet. **A NOTE ABOUT BULK TRASH:** Bulk trash is defined as furniture, appliances, and household items too large to fit into a trash bag. Smaller items must be placed in a bag or box and cannot be set out in a loose pile. **MIRROR & GLASS ITEMS WILL ONLY BE ACCEPTED IF PROPERLY SECURED AND MARKED AS GLASS. NO ELECTRONICS INCLUDING COMPUTERS, MONITORS, TV'S, ETC. ARE ACCEPTED FOR BULK COLLECTION. NO ITEMS IN BLACK GARBAGE BAGS WILL BE ACCEPTED.**

- **YARD WASTE:** Residents may place small yard waste that will fit inside a bag, such as leaves, shrubbery, small branches, weeds and grass, **into clear yard bags.**
- These items will only be removed on your scheduled bulk removal dates and only when placed in clear bags. **Black trash bags are not permitted and will not be picked up.**
- Black bags that are left out on the swale will be issued a notice by Code Enforcement.
- On either of their two garbage days, residents may put out a clear yard bag with yard debris as long as they **tie a Plantation blue garbage bag onto each clear bag.** Otherwise, residents may choose have their clear bags picked up on their regularly scheduled bulk pick-up day.
- Palm fronds and large branches must be tied into bundles (not to exceed six [6] feet or 40 pounds), and placed alongside blue bags on garbage days.
- For a nominal fee, yard waste may be brought to the City's Horticultural Recycling Center, located at 750 NW 91st Avenue, off Cleary Boulevard. For a list of acceptable yard waste and applicable fees, please visit the Horticultural Recycling Center

Homeowners who leave black bags or unacceptable items on swales after bulk pick up will be issued a citation by Code Enforcement. **WASTE MANAGEMENT WILL NOT PICK UP WHITE BAGS OR BLACK BAGS AT ANYTIME - EVEN FOR BULK COLLECTION.**

All garbage and refuse shall be in the bag as prescribed, securely tied and deposited for collection on the curbing that forms the end of the landscaped island in the parking lot separating the individual parking spaces.

If a Resident disposes of garbage inappropriately or if it is in improper bags or if it is put out on the curb as loose debris or in cartons that have not been knocked down and Waste Management does not pick it up, the Association will dispose of the material and charge the cost of such disposal back to the Resident.

Signature of Purchaser or Tenant

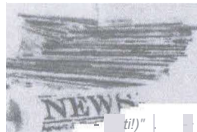
Date

Signature of Purchaser or Tenant

Date

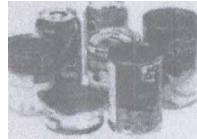
RECYCLING GUIDELINES

Deposit ONLY These Clean Items:



Paper, milk cartons, junk mail, cereal boxes,

Newspapers Magazines, Catalogs, Phone Book



Aluminum Cans, Steel Cans



Glass Bottles and Jugs



FOR QUESTIONS REGARDING PLANTATION'S RECYCLING PROGRAM CALL 954-452-2535

WATERFORD COURTYARDS IN JACARANDA AT CENTRAL PARK HOA, INC.

ADDENDUM TO SALE

THIS ADDENDUM TO SALES CONTRACT is entered into between _____
(referred to as "Owner/Seller") and _____ (referred to as
"Purchaser") and the Waterford Courtyards in Jacaranda at Central Park Homeowners Association, Inc.
("WCHOA") on the _ day of _____ 20__ and is to be considered an integral part and a
material provision of that certain residential sales entered into on the ___ day of _____ 20__
between the Owner/Seller and Purchaser. A copy of the above-mentioned Sales Contract is attached hereto as
Exhibit A and is made a part hereof by this reference.

The Purchaser acknowledges that: (1} the Townhouse Unit to which the sale applies, which is located in building
#_ and address _____, is subject to the Declaration of Restrictions for
Waterford Courtyards in Jacaranda at Central Park and the Articles of Incorporation, By-Laws, and the Rules and
Regulations of Waterford Courtyards in Jacaranda at Central Park Homeowners Association, Inc. (the
"documents"); (2} copy of the Documents have been provided to him/her at closing; (3} he/she has read all of
the terms and provisions of the Documents; (4} he/she expressly represents that he/she will abide by each and
every such provision of the Documents as applicable; and (5) in the event Purchaser violates any provision of
the Documents, that the Purchaser will be subject to such sanctions as provided for in the Documents, all fees
and costs incurred by the Association as a result of the violation shall be the responsibility of the Purchaser (new
owner). Owner/Seller and Purchaser further agree that they, either individually or jointly, shall not cause any
damage to the common elements of the Association and if they do, then they shall be responsible for the
damage.

Owner/Seller Signature

Date

Owner/Seller Signature

Date

Purchaser Signature

Date

Purchaser Signature

Date

WCHOA Representative Signature

Date

WATERFORD COURTYARDS IN JACARANDA AT CENTRAL PARK HOA, INC.

ADDENDUM TO LEASE

THIS ADDENDUM TO LEASE is entered into between----- (referred to as "Owner"), and _____ (referred to as "Tenant"), and the Waterford Courtyards in Jacaranda at Central Park Homeowners Association, Inc. ("WCHOA") on the day of _____, **20**__, and is to be considered an integral part and a material provision of that certain residential lease entered into on the ____ day **of**----- 20__, between the Owner and Tenant. A copy of the above-mentioned lease is attached hereto and is made a part hereof by this reference.

The Tenant acknowledges that the Townhouse Unit to which the lease applies, which is located at building # _ and address _____, is subject to the Rules and Regulations of Waterford Courtyards in Jacaranda at Central Park Homeowners Association, Inc.

The Tenant further agrees that they shall not cause any damage to the common elements of the Association and if he/she does, then he/she shall be responsible for the damage.

Owner Signature

Date

Owner Signature

Date

Tenant Signature

Date

Tenant Signature

Date

WCHOA Representative Signature

Date

WATERFORD COURTYARDS IN JACARANDA AT CENTRAL PARK HOMEOWNERS' ASSOCIATION

RULES AND REGULATIONS FOR THE PROPERTY

Revised and Approved by the Board of Directors on January 16, 2019

The definitions contained in the Declaration of Covenants and Restrictions for the Property are incorporated herein as part of these Rules and Regulations.

1. The owners, guests and lessees of each Townhouse Unit in the Property shall abide by each and every term and provision of the Declaration of Covenants and Restrictions for the Property, and each and every term and provision of the Articles of Incorporation and By-Laws of the Association.
2. **No** Townhouse Unit Owner, guest or lessee shall make or permit any noise that will disturb or annoy the Occupants of any other Townhouse Unit, or do or permit anything to be done which will interfere with the rights, comfort or convenience of other Townhouse Unit Occupants.
3. No Townhouse Unit Owner, guest or lessee shall do or permit any act or failure to act which shall cause any insurance policy on the Townhouse Units to become void or suspended, nor which would cause any increase in premiums payable by the Homeowners' Association.
4. All draperies, curtains, shades, or other window coverings installed in a Townhouse Unit which are visible from the exterior of a Townhouse Unit shall have a white backing unless otherwise approved in writing by the Board of Directors. No sign, notice, or advertisement shall be inscribed or exposed on or at any window or other part of a Townhouse Unit or Common Area without the prior written approval of the Board.
5. All window tinting shall be approved with the exception of tinting which has a mirrored finish outside. Any mirrored tinting is prohibited and its removal will be required at the Townhouse Unit Owner's expense.
6. No Townhouse Unit Owner shall permit any letters, numbers (except address numbers in place by Developer), signs, notices, or advertisements to be inscribed or exposed on the exterior of their Townhouse Unit fence without the prior written consent of the Board, which permission may be revoked at any time.
 - A. Roofs, mansards, soffits, fences and balcony railings are the responsibility of the Association. Outside walls are not to be painted or pressure cleaned by Townhouse Unit Owners. Nothing is to be attached to the mansard or the soffits. Ladders are not to be placed against the mansard where they may cause damage. Damage to the mansard or soffits, caused by a Townhouse Unit Owner, guests or lessee, will be repaired by the Association and the expense will be charged back to the Townhouse Unit Owner.
 8. The term exterior of the Townhouse Unit shall include, but not be limited to exterior walls, courtyard fences, exterior lights, excluding patio lights and sliding glass doors. With the exception of the lock, the exterior walls shall also be defined to mean front doors.
 - C. Fences and walls will be maintained by the Association. Problems with fences or walls are to be reported to the Management Company for repairs. Townhouse Unit Owners are not to make repairs to fences or walls on their own.
 - D. Sliding glass doors, screens, courtyard lights, outside water faucet and electrical outlets are the responsibility of the Townhouse Unit Owner.
7. No Townhouse Unit Owner shall permit any item to be placed on either of the upstairs balconies adjoining the bedrooms without the prior written approval of the Board, which permission may be revoked at any time. It is

understood that the Board will look favorably upon those requests made by Townhouse Unit Owners for the placement of potted plants, however, any request for same must be made in writing to the Board of Directors.

8. No bicycles, baby carriages or other similar vehicles, toys, or any type of lawn furniture shall be allowed to remain in the common areas. The sidewalks, walkways, streets and parking areas shall not be obstructed or used for any other purpose other than the ingress and egress from the Townhouse Units and other areas of the property.

9. Any damage to the common elements, property, or equipment of the Association caused by any Townhouse Unit Owner, family member, guest invitee or lessee shall be repaired or replaced at the expense of such Townhouse Unit Owner.

10. Each Townhouse Unit Owner will use the parking spaces assigned to the owner's unit or a guest space and will not position the owner's vehicle so as to prevent access to another Townhouse Unit Owner's parking space or guest parking space. Any vehicle blocking access to any parking space shall be subject to towing without notice at the vehicle owner's expense. The Townhouse Unit owner, family members, guests, invitees, licensees, lessees shall obey the posted parking and traffic regulations installed by the Association for the safety, convenience, and welfare of all Townhouse Unit owners in the property.

- A. Each Townhouse Unit Owner or lessee shall display an Association issued parking decal on the driver's side of the lower front windshield of their vehicle(s). Marked Police and Fire Department vehicles are not required to display an Association issued parking decal or visitor's tag.
- B. Each non-resident vehicle using an owner's or guest parking space between the hours of midnight and 6 AM must display a visitor's tag on the rear view mirror or dashboard clearly visible from outside of the vehicle.
- C. Each vehicle that is parked between the hours of midnight and 6 AM in a reserved or guest space that does not display an Association issued parking decal or visitor's tag shall be subject to towing without notice at the vehicle owner's expense. Marked Police and Fire Department vehicles are not required to display an Association issued parking decal or visitor's tag.
- D. Any vehicle parked in a guest space for more than three (3) consecutive nights, without the approval of the Property Manager, shall be subject to towing without notice at the vehicle owner's expense.
- E. On-street parking is limited to pickup and delivery of materials and goods and shall not exceed thirty (30) minutes. Any vehicle parked on street for any other purpose is subject to towing without notice at the vehicle owner's expense. Any vehicle that is in the act of providing commercial services is exempt from this sub-section.
- F. Any vehicle parked on a non-paved surface is subject to towing without notice at the vehicle owner's expense.

11. No Townhouse Unit Owner shall do or permit any assembling or disassembling of motor vehicles except for ordinary maintenance such as the changing of a tire or battery. Each Townhouse Unit Owner shall be required to clean his parking spaces of any oil or other fluid discharged by his motor vehicle. No Townhouse Unit Owner or guest will be permitted to wash any vehicle in an area other than that designated as such by the Association. No Townhouse Unit Owner or guest will be permitted to park any vehicle of any kind, which does not have current tags and permits, as well as any current applicable inspection stickers from the appropriate governmental authorities. All vehicles without tags or valid inspection permits, if required, will be towed from the property forthwith.

12. No transmitting or receiving aerial or antenna shall be attached to or hung from the exterior or the roof of any Townhouse Unit or any part of the Common Areas.

13. No clothesline or other similar device shall be allowed on any portion of the Common Areas. No clothes or similar articles shall be hung on balconies or outdoors for any purpose except within the Townhouse Unit courtyard, below the top of the fence and not visible from the exterior of the Townhouse Unit.

14. All garbage and refuse from the Townhouse Units shall be deposited with care in the garbage containers intended and approved for such use by the City of Plantation of the State of Florida. It is understood that only those approved uniform garbage containers will be permitted for garbage and refuse collection at the Property. All garbage and refuse shall be in the bag as prescribed, securely tied and deposited for collection on the curbing that forms the end of the landscaped island in the parking lot separating the individual parking spaces. Garbage containers must not be placed at the curbside for collection before 6:00 a.m. of the day of collection. It is the intention of the Association to strictly enforce the provisions concerning garbage and refuse collection. No littering shall be done or permitted on the Association Property at any time.

- A. If a Townhouse Unit Owner disposes of garbage inappropriately, that is in improper bags or as loose debris or cartons that have not been knocked down and Waste Management does not pick it up, the Association will dispose of the material and charge the cost of such disposal back to the Townhouse Unit Owner.

15. Two-axle vans and trucks (excluding campers), not in excess of 6,000 lbs. gross vehicle weight, used solely for family or personal transportation may be permitted within the boundaries of the Property by the Board, if the following permitted procedure is observed:

- A. An applicant for a permit will pay a reasonable fee as set by the Board, and provide the Board with a written statement warranting the use of such van or truck solely as family or personal transportation and not as a commercial vehicle.
- B. The applicant must agree that the van or truck for which a permit is sought will be well maintained, and will display no body rust or other deterioration. Said vehicle will exhibit a well-painted exterior free of markings.
- C. If the Board finds in their sole discretion that an applicant has met the above requirements, the Board will issue a revocable permit to the applicant allowing the van or truck to be parked overnight within the boundaries of the Property.
- D. The Board shall have the authority to revoke any permit issued in accordance herewith if the Board finds that the representations and warranties of the permit holder were not accurate at the time of permitting are no longer accurate at a later date.

16. Each Townhouse Unit Owner who intends to be absent from his unit during hurricane season (June 1-November 30 of each year) shall prepare his unit prior to his departure by doing the following:

- A. Removing all furniture, potted plants, and other movable objects from his courtyard and balconies; and
- B. Designating a responsible person or firm, satisfactory to the Association, to care for his unit should it suffer hurricane damage. Such person or firm shall also contact the Association for permission to install temporary hurricane shutters, which must be removed when no longer necessary for storm protection.

- C. All exterior architectural changes require the prior written permission of the Board. To obtain such permission, Townhouse Unit Owners must first submit a prospective vendor's proposal and sketch along with the proper request form which may only be white in color.
- D. Hurricane shutters may not be closed at any time except within forty-eight (48) hours of a hurricane warning and must be reopened within forty-eight (48) hours after a hurricane warning or watch has been lifted.

17. Townhouse Unit Owner shall not keep more than 1 pet in his unit without prior written consent of the Board. A pet shall be defined as a domestic or household dog, cat, fish or bird which will weigh no more than 20 pounds at maturity. A Townhouse Unit Owner may obtain permission to keep one or more domestic or household dog, cat or bird which will weigh more than 20 pounds at maturity, provided, however, that written permission be obtained from the Board pursuant to the Declaration and the requisite fee paid. This permission shall be at the sole discretion of the Board. Pets shall not be permitted in any of the Common Areas of the complex unless under leash. Each pet owner shall be required to clean up after the pet to properly maintain the Common Areas. If a dog or any other animal becomes obnoxious to other Townhouse Unit Owners by barking or otherwise, the Townhouse Unit Owner shall remedy the problem or upon written notice from the Association, he will be required to dispose of the pet.

- A. Townhouse Unit Owners registering pets must provide documentation demonstrating that the pet or pets being registered have also been registered with Broward County.

18. Trees within your courtyard must be kept trimmed by the Townhouse Unit Owner and at the Owner's expense. All vegetation must be kept from brushing against the Mansard which is Common Property or from growing upon or within the slats of the fence which is also Common Property. Townhouse Unit Owners may trim any hibiscus or replacement tree outside the courtyard, but only that portion of the tree that hangs over the Townhouse Unit Owner's courtyard. If any tree or shrub within the Townhouse Unit Owner's courtyard causes damage to the Mansard or to the fence, the Association will make the repairs and the expense will be charged back to the Townhouse Unit Owner.

19. Complaints regarding the management of the Association Property, or regarding the actions of other Townhouse Unit Owners, their families, guests or lessees shall be made in writing to the Association and shall be signed by the complaining Townhouse Unit Owner.

20. Any consent or approval given under these Rules and Regulations by the Association may be revocable at any time by the Board.

21. Homeowners and or leases wishing to use the pool area for a party of any sort involving ten (10) or more guests including children must request permission from the Board and complete a Pool Party form.

22. These Rules and Regulations may be modified, added to, or repealed, in whole or in part at any time by the Board, provided notice of the proposed modification, addition, or deletions is sent by U.S. Certified Mail, return receipt requested, to each member of the Association at least 30 days before the proposed modification, addition, or deletion becomes effective.

23. Covenant Enforcement Committee Procedure

- A. The Board of Directors shall appoint three members to a Covenant Enforcement Committee which shall be charged with determining whether probable cause exists as to the violation of any provision of the Declaration of Covenants, the Articles of Incorporation, the By-Laws and the Rules and Regulations of the Association. In the event the Covenant Enforcement Committee determines the existence of probable cause, it shall report same in writing to the Board of Directors.
- B. The Board of Directors shall thereupon provide written notice to the person alleged to be in violation and to the owner of the Unit which that person occupies if the alleged violator is not the owner, setting forth the following:

- 1) The specific nature of the alleged violation.
- 2) The opportunity for a hearing before the Covenant Enforcement Committee upon a written request made within ten (10) days of receipt of the notice.
- 3) A statement, that in lieu of requesting a hearing, the alleged violator or Unit Owner responds in writing to the notice, within ten (10) days of its receipt stipulation that the violation will cease and will not reoccur and further, that said stipulation and performance thereof, shall terminate further enforcement activity of the Association with regard to the violation.

- C. In the event a hearing is timely requested, the Covenant Enforcement Committee shall convene same and shall hear all evidence as to the charges, including witnesses that the alleged violator, the Unit Owner, or the Association may produce. Any party, including the Association, may be represented by counsel.
- D. If the Covenant Enforcement Committee determines that there is sufficient evidence of a violation or violations, it may levy a fine for each violation in an amount provided herein.
- E. A fine pursuant to the Section shall be assessed against the Unit Owner and shall not become a lien against the Unit, unless allowed by Florida law.
- F. Nothing contained herein shall be construed as the prohibition or limitation of the right of the Board of Directors to pursue all means available to enforce the provisions of the various Association documents, including, but not limited to, actions for damages and/or injunctive relief.
- G. The fine levied pursuant to this Article shall be as per Schedule A. below.

ALL of these Rules & Regulations, including Schedule A on the next page, have been read and accepted this _____ day of _____, 20____.

If a Sale, By:

Purchaser Signature

Purchaser Signature

If a Lease, By:

Tenant Signature

Tenant Signature

Waterford Courtyards Homeowners Association
Fines and Appeal Policy
Schedule A

Violation	Fine First offense	Fine Second Offence	Fine Subsequent
Garbage Out Too Early/Wrong Day; Wrong Bag	\$25.00	\$50.00	\$100.00
Not Cleaning Up After Pets	\$25.00	\$50.00	\$100.00
Excessive Noise	\$25.00	\$50.00	\$100.00
Unauthorized Items on Balcony		\$50.00	\$100.00
Feeding Wildlife	\$25.00	\$50.00	\$100.00
Miscellaneous	\$25.00	\$50.00	\$100.00
Damage to Common Area	\$50.00	\$50.00	\$100.00
Unauthorized Tenant	\$100.00 per day to a maximum of \$1,000.00		
Improper Use of Hurricane Shutters	\$25 per day for the first 8 days (\$200) and then \$100 per day for the next 8 days to a total of \$1,000		
Altering of Structure; Attaching Items to Exterior of Units	\$100 per day to a maximum of \$1,000		

WATERFORD COURTYARDS IN JACARANDA AT CENTRAL PARK HOA, INC
ADDITIONAL RESIDENT GUIDELINES

CAR WASH STATION: Car washing is permitted at the pool area **ONLY** where a hose box and trash can are provided. Please keep this area clean and remove any trash. Vehicle must belong to a registered owner or renter and must have a decal. Removal of any equipment will result in a charge back to the Resident.

POOL KEY: Pool keys are transferred from Owner to Owner or Owner to Tenant. A pool key is required to gain access to the pool area and restrooms. Replacement keys can be purchased from the HOA for a charge of \$50.

MAILBOX KEY: Mail box location and the key must be obtained from prior owner because the mailbox keys are not maintained by the Association. If a mailbox key is unavailable, contact the Plantation Post Office directly.

FRONT DOOR KEYS: Front door keys are not maintained by the Association and should be obtained from either the Prior Owner or from the Landlord.

WILDLIFE: *Feeding of the wildlife is NOT permitted anywhere within the Waterford Courtyards property.* Residents who feed the wildlife may be subject to a fine as specified in the Rules & Regulations. Feeding of ducks and other wildlife is also strictly prohibited the City of Plantation ordinances.

LEASE RENEWAL: Lease renewal contracts **MUST BE SUBMITTED** to the Association at the time of renewal.

ALARM SYSTEMS: Alarm systems are the **sole** responsibility of the owner / renter (not the Association). If activated, they must be registered with the **Plantation Police Records Department 954-797-2107**.

CENTRAL VACUUM SYSTEM: "Beam Condo Vac" is the model of the central vacuum system installed in the units. Vacuum bags can be purchased online from **beamvac.com** or locally from: **Cleaning Depot Supply, , 6761 West Sunrise Blvd #10, Plantation FL 33313. Their phone number is (954) 475-0494.**

CABLE – COMCAST/XFINITY: The Association has a bulk-cable contract in place wherein there is no charge to individual homeowners for the "Digital Basic" television programming. That cost is included in the monthly maintenance assessment fees. If you would like any additional services or channels, please contact Comcast directly at 1-800-XFINITY (1-800-934-6489). Any fees for additional services are the sole responsibility of the Resident.

MAINTENANCE ASSESSMENT: The maintenance assessment is the responsibility of the unit owner. Maintenance fees are **due on the 1st day of each month**. First Service Residential requires the use of coupons for proper payment. First Service Residential will send coupon books to all new owners with a note of instruction for payment. **Contact FirstService's Customer Care with questions regarding your maintenance account status by calling 1-800-927-4599. SEE ATTACHED PAGE FOR MORE INFORMATION ABOUT YOUR MAINTENANCE PAYMENTS. ALSO, SEE ATTACHED PAGE FOR HOW TO CONTACT FIRSTSERVICE FOR MAINTENANCE ISSUES.**

Signature of Purchaser or Tenant

Date

Signature of Purchaser or Tenant

Date

WATERFORD COURTYARDS IN JACARANDA AT CENTRAL PARK HOA, INC.
9990 NW 6th COURT, PLANTATION, FL 33324
HOMEOWNERS ASSOCIATION INFORMATION

Property Management Company: FirstService Residential
1601 SW 80th Terrace, Plantation, FL 33324

If you need to report a maintenance service request OR for information about your monthly maintenance payments, please contact FirstService either via the website or phone number listed below:

WEBSITE: <https://waterfordcourtyardsinjacaranda.connectresident.com>

NOTE for first TIME USERS: Click on "LOGIN" in the upper right-hand corner, and then click on "Not Registered?" to create an account. After you register, you will subsequently just click on "LOGIN" and sign in.

CUSTOMER CARE CENTER (available 24/7): 1.866.378.1099

- ☐ The association website, which is available to all Owners and Tenants*, contains over 500 of the top asked questions and information. such as:
- o Account ledger and online payment options;
 - o Association documents, contract, financials, insurance information, etc.;
 - o Allows you to submit a work order;
 - o Allows you to update your contact information;
 - o Provides information on how to use ClickPay, the automated monthly payment service.

*NOTE: The type of information available depends upon if the resident is an owner or a tenant.

Board of Directors meetings are scheduled for the 3rd Wednesday of each month at 7 PM via Zoom.

Annual elections for the Board of Directors are scheduled for the 2nd Wednesday in March, at the pool.

The monthly maintenance fee is the responsibility of the Unit Owner. Maintenance fees are **due on the 1st day of each month**. FirstService accepts payments online through ClickPay. FirstService will send coupon books to all new owners upon request. If a Unit Owner's account is delinquent, costs for collection reminders and other fees will be billed to Unit Owner.

Signature of Purchaser or Tenant

Date

Signature of Purchaser or Tenant

Date

Waterford Courtyards

New Resident- Pertinent Phone Numbers

SERVICE	COMPANY	<u>PHONE NUMBER</u>
Airport	Fort Lauderdale	954-359-1200
Airport	Miami International	305-876-7000
Animal Care	Broward County	954-359-1313
Auto Tags	Broward County	954-765-4697
Cable	Comcast	800-XFINITY
Crime	Crime Stoppers	954-493-8477
Donations	Goodwill Industries	866-745-1350
Donations	Salvation Army	954-467-5816
Driver's License	Broward County	954-765-4697
Electricity	Florida Power and Light	954-797-5000
Emergency	Fire - Non	954-797-2150
Homestead Exemption	Broward County	954-3576754
Hospital	Plantation General	954-587-5010
Hospital	West Side Regional Medical Ctr	954-473-6600
Hospital	Broward Health Medical Ctr	954-355-4400
Hurricane Information	Hurricane Hot Line	954-585-2363
Information	Plantation City Hall	954-797-2200
Internet	AT&T	888-757-6500
Internet	Comcast	800-266-2278
Library - City	Hoffman Library	954-797-2140
Library - County	West Regional Branch	954-765-1560
Museum	Historical Museum	954-797-2722
Passport	Passport Office	954-831-6528
Police	Plantation Police	911 or 954-797-2100
Police	Broward County Sheriff	911 or 954-764-4358
Post Office	Plantation Office	800-275-8777
	24/	866 378 10
Telephone	Recreation Central Park	954-452-2510
Transportation- Bus	AT&T	888-757-6500
Trash	Broward County Transit	954-357-8400
Voter Registration	Waste Management	954-974-7500
Water Department	Broward County	954-357-7050
	Plantation	954-797-2290

Florida Distressed Condominium / HOA Relief Act

(Excerpt taken from an August 25, 2010 article in the Sun Sentinel)

Living with Rules: Renters May Be Forced to Pay For Deadbeat Condo Owners

By Daniel Vasquez

New state laws now allow condo & homeowners associations to demand rent money from tenants of owners in arrears with the association.

These pay-or-go powers are provided under the Florida Distressed Condominium Relief Act, signed in June 2010 by Governor Charlie Crist to help cash-strapped associations cope with widespread delinquencies caused by the recent bad economy and real estate market.

When multiple owners stop paying, associations must cut back on services (lawn, security, garbage) and/or raise assessments for the owners who already pay maintenance fees.

The new laws not only help associations get their hands on that money, they also protect tenants from facing repercussions, including eviction or law suits instigated by their landlord for paying the association instead of the owner."