

## 28. ABSENCE OF MEMBERS

When a Shareholder intends to vacate his apartment for more than three days, the Shareholder must report to the security officer or office his/her departure date and approximate date of return.

Shareholders are responsible for giving "Change of Address Order" as to their address while absent and expected date of return to the Postmaster, U.S. Post Office, carrier 826, Ft. Lauderdale, FL 33308. Forms for this purpose may be obtained from the office or the security guard. Your apartment number is an important part of your address and it should be included in all your correspondence.

If during a Shareholder's absence he/she contracts or authorizes an outside concern or individual for apartment entrance, the Shareholder must provide them with a key to expedite the procedure and then inform the office accordingly. The Corporation is not liable in any way for the action of those parties. If a Shareholder leaves his auto in his parking space while absent, he should leave the auto key with the Manager or with another Shareholder and notify the Manager's office where the key may be found in case the auto must be moved.

## 29. RECREATION AREA - POOL USE

SWIMMING POOL HOURS ARE FROM 8:00 A.M. TO 10:00 P.M.

Shareholders and guests use the pool at their own risk. A soap shower is required before entering the pool and suntan oil, creams, etc., removed. No hair shampooing is permitted.

Children under 10 years of age must be supervised at all times by an adult. Children under 3 years of age may not use the pool without parental or a guardian in the pool with the child. Persons with contagious or infectious health conditions such as colds, ear fungus, skin diseases, etc., are not permitted in pool.

People using suntan oils, creams, lotions, etc., must not use patio furniture without an underlying towel.

Patio furniture must not be removed from the pool area. Chairs, lounges or persons lying within 8 feet of any side of the pool, are not permitted at any time.

No objects of any kind are permitted in the pool. Running and playing games or making unnecessary noise in and around the pool area is prohibited. Radios at a volume disturbing to neighbors are not permitted.

## 29. RECREATION AREA - POOL USE (Cont'd.)

Shareholders and guests in wet bathing suits are required to use the south door from the pool area and the service elevator. All bathers must wear suitable covering garments and footgear when in the building. At no time is anyone permitted in the Lobby, Community Room or Mail Room in bathing apparel. Bathers are not permitted to use the first floor rest rooms for changing clothing.

Detailed rules regarding the use of the pool are published on a board at the Pool House. A copy is also given to each Shareholder for his/her guests' use when he/she registers them on a "Guest Registration Card." (See Section 1, "Guests.") No food, beverages or glass containers are permitted in the pool area.

No person, regardless of age, who is incontinent or who cannot control their bodily waste functions, shall use the pool without wearing a diaper and rubber pants over the diaper.

## 30. SHUFFLEBOARD AND BOCCI BALL COURTS

Courts may be used from 9:00 A.M. to 10:00 P.M. Do not walk on playing surface. Any child under 10 years of age must be accompanied by an adult. As a safety measure, shoes must be worn while using the courts. Care must be used in playing so as not to strike anyone with a disk or ball. Use the handle of cue in assembling disks. Under no circumstances should shuffleboard cues be used for anything other than shuffleboard playing. Facilities must be used within their specified areas. Use of all recreational facilities and equipment is at users own risk.

## 31. OWNERSHIP

No Shareholder is allowed to own more than one apartment. If a Shareholder buys another apartment, he/she will be required to put his/her original apartment up for sale before signing a Purchase Agreement for a second apartment. The remaining apartment shall remain unoccupied until it is sold.

## 32. EMERGENCY PROCEDURES IN CASE OF FIRE

A. If fire is in your apartment use the following procedures:

- 1) Evacuate your apartment immediately. Close all doors as you leave. Do not lock the doors.
- 2) Activate Fire Alarm located in the hall at each EXIT sign next to stairwell.

## 32. EMERGENCY PROCEDURES IN CASE OF FIRE (Cont'd.)

- A. 3) Proceed to the nearest outside stairwell. (It is recommended that the Center Stairwell not be used as the Fire Department will be using it for their entry way and this stairwell can become smoke filled. Also do not use the elevators as they will become locked down to the first floor when the alarm is sounded.)
- 4) Fire extinguisher and water hose are available on each floor in the event you wish to try to extinguish the fire on your own.
- 5) If you are unable to leave your apartment, call 911 and also notify the Security Guard at 954-566-4322 or 954-566-4323 that you are confined to your apartment and, if possible, proceed to your balcony for your safety. Make sure all apartment exit doors are closed and UNLOCKED for the Fire Department.
- B. If the Fire Alarm sounds the following procedures are recommended:
- 1) Leave your apartment, closing and unlocking exit doors, and proceed immediately to the nearest outside stairwell. (As stated above, keep the center stairwell clear and don't use the elevators.)
- 2) The Public Address System will advise you on the status of the fire and give you instructions as to how to proceed.
- 3) If smoke fills the hallway proceed down the steps of the nearest outside stairwell or remain in your apartment with doors closed and await instructions.
- 4) If disabled and unable to leave your apartment, remain in a safe area, or proceed to your balcony. DIAL 911 to let them know that you are in your apartment.

## 33. BICYCLES

No bikes will be permitted anywhere inside the building. All bicycles must be registered with the City of Fort Lauderdale and with Coral Ridge Towers East. Bicycles shall be stored in the locked bike shed on a space available basis with a maximum limit of two bicycles per apartment. An assigned space will be given to each bicycle stored in the bike shed. Bikes should be secured with your own lock and chain. Any bike not kept in operable condition will be disposed of after a thirty day warning notice has been issued

### 33. BICYCLES (Cont'd.)

to the Shareholder. Any bike stored on CRTE property without a CRTE registration tag or not in designated areas will be disposed of without notice. The Corporation assumes no responsibility for the safety or storage of bikes.

### 34. REQUEST FOR INFORMATION OR INSPECTION OF ASSOCIATION RECORDS

From time to time, unit owners may submit to the Board inquiries, requests for information, or requests to inspect or have copied various official records of the Association. The following rules apply if such a request is submitted:

#### A. INQUIRIES

- 1.) All inquiries requesting a response must be in writing and submitted by certified mail.
- 2.) The Board shall respond in writing to the unit owner within 30 days of receipt of the inquiry, providing either a substantive response or notification that a legal opinion or division advice has been sought. If a legal opinion is sought, the Board shall submit a substantive response within 60 days.
- 3.) The Board is obligated to respond to only one written inquiry per unit in any given 30 day period.

#### B. INSPECTION OF OFFICIAL RECORDS OF THE ASSOCIATION

- 1.) Only those records listed by State Law as Official records may be inspected.
- 2.) All requests to inspect any official records of the Association must be in writing and signed and must specify the exact records to be inspected.
- 3.) Requested records shall be made available to a unit owner within five (5) working days after receipt of a signed written request by the Board or its designee.
- 4.) Requested records (or copies of such records) may be inspected in the office from 10am to noon and 1pm to 3pm on the days the office is open, in the presence of a Board member or a designee of the Board. IN NO INSTANCE ARE THE RECORDS TO BE REMOVED FROM THEIR OFFICIAL LOCATION.
- 5.) Copies of requested records may be made or obtained by the unit owner from the Board or its designee. No charge will be levied for the first four copied pages; a charge of 20 cents a copied page will be made for any copies above four.
- 6.) The following official records shall not be accessible to unit owners:
  - a.) Documents prepared for litigation until the conclusion of the litigation;

B. INSPECTION OF OFFICIAL RECORDS OF THE ASSOCIATION  
(Cont'd.)

- b.) Information obtained by the Association in connection with the sale or other transfer of a unit;
  - c.) Medical records of unit owners.
- 7.) The Board is obligated to respond to only two written requests per unit in any given 30 day period or to one submitted list of two items.

HURRICANE INSTRUCTIONS

FOR SHAREHOLDERS WHO WILL BE ABSENT DURING HURRICANE SEASON

HURRICANE PREPARATIONS AND STORM SHUTTERS

Shareholders absent for longer than 3 days during the hurricane season (June 1 to November 30) must remove all furniture and plants from their balconies. They should designate an individual or responsible firm to care for their apartment should it suffer damage, and furnish the Manager the name of such persons. If Shareholders wish to purchase additional shutters, apply to the Manager. Only panels like those presently in use are authorized. Permission to install storm shutters will be granted upon meeting the requirements set forth by the Board of Directors. The maintenance and repair remains the responsibility of the Shareholder. The Corporation assumes no liability for any damages due to parts, or the entire shutters falling on cars, people, etc.

Storm shutters will be put up by the building employees at no cost once each year when Shareholders leave for any extended period or during any hurricane alert. Additional storm shutter service may be provided at Shareholder's request at a reasonable charge for each time shutters are put up and taken down. All shutters are to be stored on Shareholder's premises.

HURRICANE INSTRUCTIONS FOR SHAREHOLDERS IN RESIDENCE

ADVANCE HURRICANE PREPARATIONS

Keep a battery radio and extra batteries and a flashlight and/or lantern with extra batteries on hand. DO NOT use candles or any type of flame lamp. They are not permitted.

Have a supply of canned food on hand, such as meats, vegetables, soups, potato and bean salad, juices, fruit, puddings, etc., also dry or canned milk, cereals, jams, peanut butter, etc. You will need a hand-operated can opener. If you must cook, use a sterno stove with extreme care. It will be safer to stick with cold meals for a couple of days.

HANDICAPPED, FRAIL, AND ELDERLY ASSISTANCE  
IN A HURRICANE EMERGENCY

In case of a hurricane, when evacuation from the beach area is advised, handicapped, frail and elderly residents who have no family or friends to help evacuate them will be evacuated by the Broward County Social Services Division to a Red Cross shelter.

In order to obtain this service, a card must be filled out, signed and mailed by the resident, to the above office. When received, these cards are kept in a confidential file and those residents are evacuated when necessary by that service.

For those who have not filled out and mailed one, cards are available in our building office, on request. This applies to persons who are mobile, (including those who use canes, crutches or wheelchairs,) but it does not include bed patients. These persons should contact their doctor for advice. Coral Ridge Towers East is not responsible for your care or evacuation.

WHEN A HURRICANE WARNING IS ISSUED (usually within 24 hours of the strike)

Authorities recommend that inasmuch as you reside on a barrier island, you should leave the island and seek shelter inland when a warning is issued. If a hurricane strikes, there likely will be no water, electricity, food, transportation (because bridges will be up,) nor medical or safety vehicles available. Flooding conditions are very possible and the likelihood is high that you could be stranded without help for some time.

Remove all furniture, plants, etc., from your balcony. Have shutters put up immediately. Lock your balcony door securely. Move all breakable objects from the window areas.

Turn your refrigerator and freezer to a colder setting. It should hold its temperature for approximately 36 hours after the electricity is shut off. Open doors only when necessary after electricity is shut off.

The water supply might fail. Clean and sterilize your bathtub thoroughly, also bottles and other receptacles and fill with water. If your bathtub doesn't hold water, use a rubber stopper on the drain. Have a pail handy in your bathroom for flushing.

WHEN A HURRICANE WARNING IS ISSUED (usually within 24 hours of the strike) (Cont'd.)

If you have sick people in your apartment, they should be as safe there as elsewhere. However, if in doubt as to their safety, send them to a hospital at the first warning. Have all necessary medication on hand, also a first aid kit.

Fill your car's gas tank before the storm. It may be difficult to obtain gasoline after the storm.

#### DURING THE HURRICANE

If you elect to remain in the area and not evacuate, the building offers the best protection available. Stay away from windows. DO NOT use the fire tower stairs. If you must leave your floor, use the center stairwell. Access to the building will be by the Receiving Room door only, but only before the storm hits.

REMAIN CALM AND KEEP IN TOUCH WITH YOUR FLOOR WARDENS IN THE CORRIDOR. Report any emergencies to them. Follow their instructions. Do not use your telephone - the lines must be kept open.

In the event of electric power failure, some hall lights and elevators will be operated by our emergency generator, but there will be no electricity to your apartment.

Keep all windows and doors tightly shut. If you have metal shutters, close them. Some water leakage is possible, and we suggest you place folded towels on window sills. Keep screens on windows. Our building insurance covers water and wind damage to the building only, (walls, windows, doors). Damage to your personal property (furniture, carpets, drapes, etc.) must be covered by your own insurance policy.

Store your refuse and garbage in tightly sealed bags and keep them in your apartment. Trash rooms will be locked until trash pickups are resumed.

After the storm passes, remain in your apartment until you are advised that it is safe to leave the building.

OCCUPANCY AGREEMENT FOR SHORE DRIVE APARTMENTS, INC.  
AS AMENDED MAY 19, 1971, NOVEMBER 28, 1995, JULY 19, 1996,  
February 19, 2008.

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by and between SHORE DRIVE APARTMENTS, INC. (hereinafter referred to as Corporation), a Florida corporation having its principal office and place of business at Fort Lauderdale, Florida, and \_\_\_\_\_

(herein referred to as Shareholder)

WHEREAS, Corporation has been formed for the purpose of acquiring, owning and operating a cooperative apartment building to be located at the southwest corner of the intersection of N.E. 36th Street and State Road A1A, in the Coral Ridge section of Fort Lauderdale, Florida, with the intent that its Shareholders, shall have the right to occupy the dwelling units thereof under the terms and conditions hereinafter set forth; and

WHEREAS, Shareholder is the owner and holder of a certificate for \_\_\_\_\_ shares of the common capital stock of Corporation and has a bona fide intention to reside in the apartment building;

NOW, THEREFORE, in consideration of One (\$1.00) Dollar to each of the parties paid by the other party, receipt of which is hereby acknowledged, and in further consideration of the mutual promises contained herein, Corporation hereby lets to Shareholder, and Shareholder hereby hires and takes from Corporation dwelling unit number, \_\_\_\_\_ located at 3300 N.E. 36th Street, Fort Lauderdale, Florida 33308. Until further notice from the Corporation, the Monthly Carrying Charges for the above-mentioned dwelling unit shall be \$ \_\_\_\_\_ per month which includes the use of one parking space No. \_\_\_\_\_.

TO HAVE AND TO HOLD said dwelling unit unto Shareholder, his or their executors, administrators and authorized assigns, on the terms and conditions set forth herein and in the Corporate Charter and By-Laws of Corporation, and any rules and regulations of Corporation now or hereafter adopted pursuant thereto, from the date of this agreement for a term terminating on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, renewable thereafter for successive (3) year periods under the conditions provided for herein.

## ARTICLE 1. MONTHLY CARRYING CHARGES

Commencing at the time indicated in ARTICLE 2 hereof, Shareholder agrees to pay to Corporation a monthly sum referred to herein as "Carrying Charges," equal to one-twelfth of Shareholder's proportionate share of the sum required by Corporation, as estimated by its Board of Directors, to meet its annual expenses, including but not limited to the following items:

- (a) The cost of all operating expenses of the apartment building and services furnished.
- (b) The cost of necessary management and administration.
- (c) The amount of all taxes and assessments levied against the apartment building of Corporation or which it is required to pay.
- (d) The cost of fire and extended coverage insurance on the apartment building, and such other insurance as Corporation may effect or as may be required by any mortgage on the apartment building.
- (e) The cost of furnishing water, electricity, heat, gas, garbage and trash collection, and other utilities, if furnished by Corporation.
- (f) All reserves set up by the Board of Directors.
- (g) The estimated cost of repairs, maintenance and replacements of the apartment building to be made by Corporation.
- (h) Any other expenses of Corporation approved by the Board of Directors, including operating deficiencies, if any for prior periods.

The Board of Directors shall determine the amount of the Carrying Charges annually, but may do so at more frequent intervals, should circumstances so require.

ARTICLE 1. MONTHLY CARRYING CHARGES (Cont'd.)

No Shareholder shall be charged with more than his proportionate share thereof as determined by the Board of Directors. That amount of the Carrying Charges required for payment on the principal of the mortgage of the Corporation or any other capital expenditures shall be credited upon the books of the Corporation to the "Paid-in Surplus" account as a capital contribution by the Shareholders.

ARTICLE 2. WHEN PAYMENT OF CARRYING CHARGES TO COMMENCE

Shareholder shall pay Carrying Charges in advance on the first day of each month. If not paid by the 5th day of each month, a late fee of \$25.00 will be assessed.

ARTICLE 3. PATRONAGE REFUNDS

Corporation agrees on its part that it will refund or credit to Shareholder within ninety (90) days after the end of each fiscal year his proportionate share of such sums as have been collected in anticipation of expenses which are in excess of the amount needed for expenses of all kinds, including reserves, in the discretion of the Board of Directors.

ARTICLE 4. SHAREHOLDER'S OPTION TO RENEW

It is covenanted and agreed that the term herein granted shall be automatically extended and renewed from time to time by and against the parties hereto for further periods of three (3) years each from the expiration of the term herein granted, upon the same covenants and agreements as herein contained unless: (1) notice of Shareholder's election not to renew shall have been given to Corporation in writing at least four (4) months prior to the expiration of the then current term, and (2) Shareholder shall have on or before the expiration of said term (a) endorsed all his stock for transfer in blank and deposited same with Corporation, and (b) met all his obligations and paid all amounts due under this Agreement up to the time of said expiration, and (c) vacated the premises, leaving same in good state of repair. Upon compliance with provisions (1) and (2) of this Article, Shareholder shall have no further liability under this Agreement and shall be entitled to no payment from Corporation.

