

# **HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.**

## **RULES AND REGULATIONS**

### **ARTICLE I**

#### ***PREAMBLE***

In accordance with the terms of the Maryland Condominium Act, and the Bylaws of the Hunting Ridge Condominium Association, Inc., the Board of Directors has adopted by resolution the following Rules and Regulations.

### **ARTICLE II**

#### ***DEFINITIONS***

All terms used in these Rules and Regulations shall be construed as consistent with the definitions given in the Declaration and Bylaws of the Hunting Ridge Condominium Association, but for purposes of these Rules and Regulations, the following terms are given additional meaning:

Board of Directors shall also mean its officers and its agent, where authority is validly delegated by the Board of Directors. Owner shall also mean the owner's family, tenants, guests and their respective licensees.

### **ARTICLE III**

#### ***NOTICE OF AMENDMENT AND REVOCATION OF CONSENT***

The Board of Directors may add to, alter, amend, modify, or abolish any of the Rules and Regulations at any time by resolution in accordance with Maryland law and the Bylaws of the Association.

Any consent or approval given by the Board of Directors under any of the Bylaws and/or the Rules and Regulations may be revoked at any time by resolution, at a regular scheduled Board of Directors Meeting. Such consent or approval shall be considered suspended effective immediately upon notice received by the owner affected.

### **ARTICLE IV**

#### ***SCOPE OF JURISDICTION***

All owners, residents, guests, contractors and invitees are responsible for compliance with the Rules and Regulations.

The Rules and Regulations will be enforced in such a manner as the Board of Directors deems necessary and appropriate, to the full legal extent permitted in the Rules and Regulations, the Bylaws, pertinent City of Greenbelt and Prince George's County codes, and the laws of the State of Maryland.

Any damages, injury, or needed repairs to Hunting Ridge Condominium due to violations or default of the Rules and Regulations will be the sole responsibility of the owner(s) to pay for the cost of all repairs the full extent permitted in the Rules and Regulations, the Bylaws, the City of Greenbelt and Prince George's County codes, and/or the laws of the State of Maryland.

The Rules and Regulations hereinafter set forth govern the use of the units, buildings, entrance ways, stairwells, balconies, patios, recreational areas, clubhouse, grounds, driveways, parking areas, and all other common elements.

## **ARTICLE V**

### ***VIOLATION COMPLAINTS***

It is the right and duty of all owners to report any actual or suspected violations of the Bylaws and/or the Rules and Regulations to the Board of Directors.

Violation complaints shall be written with specifics as to the nature of the alleged violation, the names and addresses, if known, of those alleged to have committed the violation, the time and place of the alleged violation, and such information as can be gathered by the aggrieved owner (e.i., license plate numbers, pictures of the damage, etc.) dated, and signed by the owner/resident. Written complaints include letters mailed or e-mailed so long as the person submitting the complaint is clearly identified.

All violation complaints must be sent directly to the Board of Directors in care of the Management Agent.

In addition to the above procedure, owners are instructed to call the Hunting Ridge Condominium office for emergencies that warrant immediate handling to protect the safety of the residents.

Complaints made in any other manner will not be acted upon by the Board of Directors.

## **ARTICLE VI**

### ***ENFORCEMENT PROCEDURE FOR VIOLATIONS***

Upon receiving a proper complaint the Board of Directors will follow the dispute settlement mechanism set forth in Section 11-113 of the Maryland Condominium Act as amended and the Bylaws.

## **ARTICLE VII**

### ***PROHIBITED USES AND NUISANCES***

- (1) No part of the condominium shall be used for any purpose except housing and the common purposes for which the property was designated. Each unit shall be used as a residence. No more than two persons shall reside in a one bedroom unit, four persons in a two bedroom unit, and six persons in a three bedroom unit.
- (2) No unit shall be used for any unlawful purpose and no owner shall do or permit any unlawful act in or upon his/her unit.
- (3) No Owner shall permit anything to be done to or kept in his/her unit or in the Limited Common or Common Elements which will adversely affect the insurance carried by the Association. No gasoline or other explosive or flammable material may be kept in any unit or storage area. No motorcycles or motor bikes may be kept in any unit or storage areas, or on any patio or balcony.
- (4) The toilets and other water and sewer apparatus shall be used only for that purpose for which designed, and no sweepings, sanitary napkins, flammable substances, or other improper articles shall be thrown therein. The cost of repairing any damage to a unit or the common elements resulting from misuse shall be borne by the Owner.

- (5) Detergents and soaps shall be used only pursuant to manufacturers directions. Everyone is cautioned against excessive use of soaps and other detergents in appliances or plumbing apparatus which may cause overflow of suds in any unit or in any central waste disposal system.
- (6) "For Sale", "For Rent", or "For Lease" signs or window advertising displays are not permitted on any part of the condominium or in any unit, nor shall any unit be used or rented for transient, hotel or motel purposes.
- (7) No Owner shall make or permit to be made any disturbing noises in the unit, by either owner, family, pets, visitors or renters, that may disrupt the comforts or convenience of other Owners. All Owners shall keep the VOLUME of any devices, including but not limited to radios, stereos, televisions or musical instruments, in their unit sufficiently reduced at all times so as not to disturb or annoy other occupants in the building.
- (8) No one shall be permitted to play or loiter in the public areas of the buildings (entranceways, foyers, stairs, stairwells, bike rooms and storage areas) nor shall they be permitted to turn the common areas and grounds into playing fields. *See Resolution dated June 23, 2011 regarding use of premises*
- (9) Solicitors are not permitted in any of the buildings. If any Owner or resident is contacted by a solicitor on the property he/she should contact the Greenbelt Police immediately and file a complaint with the City of Greenbelt Code Enforcement Division.
- (10) Smoking is not permitted in any part of the public areas of the buildings.
- (11) Disposal of cigarette butts is not allowed in any part of the public areas of the buildings, the common area or the grounds.

## ARTICLE VIII

### **INDIVIDUAL UNIT AND LIMITED COMMON AREAS**

- (1) Charcoal, gas and electric barbecues may not be used within thirty (30) feet of any building and may not be stored on balconies or patios.
- (2) No laundry, clothing, or other similar items are to be hung on or upon the exterior of any building, including balconies, patios and windows. No awnings or screens are to be hung from the exterior of the buildings, balconies and patios. Nothing can be attached to exterior foundation, i.e., balcony railings, window ledges, roofs, overhang or outside shrubbery/trees, etc. Only collapsible drying racks are permitted to be used on decks/patios from dawn to dusk. Racks must be removed while not in use. T-level Units – clotheslines can be attached to the inside of the privacy fence but cannot be taller than the fence. (clothesline rules were approved 2/1/11) There shall be no throwing, disposal of cigarette butts, shaking of mops, dust mops, brooms or other cleaning materials out of the windows, doors, or off balconies or patios.
- (3) All window and patio or balcony door drapes, blinds or shades must be white or off-white when seen from the common areas. They must also be properly hung and in good condition.
- (4) No items or devices (e.g., plant boxes, birdfeeders, TV or radio antenna) are to be attached to the exterior of any building, outside or in any window, or on the outside of the balcony/patio railings.
- (5) Balconies or patios are not to be used for storage of bicycles, motorcycles, motorbikes, tires, excess furniture, or other items deemed unsightly.
- (6) All garbage and trash must be in bags or containers and placed in the trash dumpsters. Cardboard boxes must be broken down before placing them in the proper receptacle.
- (7) Bicycles, baby carriages, or similar vehicles or toys, or other personal articles shall not be left unattended in the parking areas, sidewalks or lawns.
- (8) Any damage to the buildings, recreation areas, facilities or other common areas or equipment caused by an owner or other occupant, his/her families, guests, invitees, licensees, tenants, or pets shall be repaired at the expense of the owner.
- (9) Each unit must have a functioning smoke detector and fire extinguisher.
- (10) All owners with fireplaces are responsible for the annual cleaning of their fireplace flue.
- (11) The maintenance and upkeep of the unit is the sole responsibility of the owner of the unit. Each owner shall keep his or her unit in a good state of preservation, repair and cleanliness.
- (12) All areas designated on the condominium plat as limited common elements are reserved for the exclusive use of the owners of the unit or units to which they are adjacent or to which they are declared to be appurtenant by appropriate designation on the condominium plat. The unit owner shall at his own expense maintain the space inside the railing of any balcony or inside the fencing of any patio adjacent to his unit. Trees taller than eight feet will not be allowed on balconies and inside patio enclosures. The Association will remove any tree exceeding eight feet at the expense of the Owner.

## **ARTICLE IX**

### **MISCELLANEOUS**

#### **(1) Entry into units:**

- (a) The Association or the Managing Agent shall have the right to gain entry to any unit if such entry is necessary because of fire, flood or any other condition which may affect the Common Elements or other units. Owners are encouraged to furnish the on-site office with a key.
- (b) The Agents of the Board of Directors or the Managing Agent, and any contractor or worker authorized by the Board or the Managing Agent, may enter any room or unit at any reasonable hour of the day after reasonable effort to give notice to owners for purpose of repair (except in the case of an emergency in which case entry may be immediate and without notification) for the purpose of exercising and discharging their respective duties and responsibilities. Please refer to Article IV, Section 3 of the Declaration and Article VI, Section 3 of the Bylaws.
- (c) Employees and agents of the Association are not authorized to accept packages, keys, or articles of any kind on behalf of the Owners or residents.

#### **(2) Storage:**

- (a) There shall be no obstruction of the Common Elements. Nothing shall be stored in the Common Elements without the prior consent of the Board of Directors except as herein provided or as expressly provided in the Bylaws.
- (b) Storage areas if designated by the Board of Directors are for the use by Owners. Areas designated as bike storage areas are for bicycles only. While every effort is made to safeguard property, management and the Association assumes no responsibility for loss or damage to the articles stored. Gasoline, paint, or other flammable materials shall not be kept in these storage areas. Storage areas are subject to inspection by City and County officials and if citations for corrections are issued, the Association will take immediate action including emptying the storage bin without notice to the resident.

#### **(3) Recreation Facilities:**

All persons using any of the recreational facilities do so at their own risk. The Association does not assume responsibility for any occurrence, accident or injury in connection with such use. No Owner shall make any claim against the Association, its agents or employees, for or on account of any loss or damage to life, limb or property sustained as a result of or in connection with any such use of any of the recreational facilities.

Each Owner shall hold the Association harmless from any and all liabilities and action of whatever nature by any tenants, guests, invitees or licensees of such Owner growing out of the use of the recreational facilities except where such loss, injury or damage is clearly demonstrated and can be proved to have resulted from and been proximately caused by the direct negligence of the Association, or its agents or employees in the operation, care or maintenance of such facilities. Health and safety rules will be posted at the recreational facilities.

## **ARTICLE X**

### **PET RULES**

- (1) All cats and dogs and other pets must be registered and inoculated as required by the City of Greenbelt and/or the Prince George's County Codes.
- (2) Owners shall be responsible for walking and maintaining their pets on a leash. All excrement must be bagged and placed in the appropriate containers.

- (3) Pets must be cared for so that they are not a nuisance to other residents. Residents may be cited for this violation if the pets are noisy, disturbing to residents, harmful to other people or animals, destructive to common elements or personal property, have an offensive odor. Residents may also be cited for failure to remove pet excrement promptly.
- (4) The Board of Directors may provide limitations regarding the number and type of pets permitted per unit. Common household pets may be kept by owners or their assignees and are limited to dogs, cats, birds, hamsters, gerbils and fish.
- (5) No pets shall be confined or curbed on or in any patio, balcony, stairwell, tennis court, sidewalks, or any other area so designated by the Board of Directors.

## **ARTICLE XI**

### ***PARKING RULES AND REGULATIONS***

***Approved by the Board of Directors on June 23, 2010.***

The following Rules and Regulations govern the parking and use of motorized vehicles of all types anywhere on Hunting Ridge property. These Rules and Regulations have been adopted by the Board of Directors to provide fair and equitable parking for all residents, and to preserve the appearance and value of the property.

#### **A. PARKING PROVISIONS**

A-1 The Board of Directors and their designated agents and employees assume no responsibility or liability whatsoever for the loss or damage to any vehicle which is parked or operated on the premises.

A-2 All nonresident owners are responsible for their tenants' compliance with these rules. All residents are responsible for their family and guests.

A-3 A maximum speed of 20 miles per hour may not be exceeded within the Hunting Ridge property.

A-4 The parking area at Hunting Ridge is solely for the use of Hunting Ridge owners, Hunting Ridge tenants with current Leases on file and authorized guests of the owners or tenants. All other vehicles on Hunting Ridge property are subject to towing from the property without notice.

#### **B. PERMITS**

B-1 EACH UNIT WILL BE ISSUED ONE PERMIT "A" PARKING PERMIT AND TWO PARKING PERMITS. The permits may not be used for any Hunting Ridge Unit other than the one to which they were issued. Exceptions are covered in "Section E. Commercial, Recreational and other vehicles".

- a) The permit "A" parking permit will allow the vehicle on which the permit is displayed to park in a "Permit A" space, or any other available parking space.
- b) The two parking permits will allow vehicles to park in any open space.

B-2 Special GREEN permit required spaces have been marked at the Board's discretion. Any vehicle parking in the green spaces must have a permit "A" parking permit or a "Green Permit" displayed on them twenty-four (24) hours a day. Vehicles parked without a permit are subject to immediate towing without notice.

B-3 Permits must be displayed so that they are easily visible from the outside of a vehicle, by suspending the permit from the rear-view mirror with the permit number facing the windshield. Covered cars must have a sight window which visibly displays the Hunting Ridge parking permit.

B-4 If a permit is lost, damaged or stolen the unit owner must write to the Board of Directors requesting a new permit. The Board will decide on a case by case basis whether to issue a new permit. There will be a charge for a replacement permit to be determined by the Board of Directors.

C. ENFORCEMENT

C-1 Vehicles parked without a valid permit in the proper location and during the enforcement times noted below are subject to towing at the owner's expense without notice. All towing costs are the responsibility of the vehicle owner.

C-2 HOURS OF ENFORCEMENT WILL BE:

- a) Permit "A" - 7 p.m. to 7 a.m on Monday through Friday &  
24 hours a day on Saturday, Sunday and Holidays.
- b) Parking Permits – 1 a.m. to 7 a.m. seven days a week.

C-3 Towing charges will be set by the towing company in accordance with County laws.

C-4 These are days starting at 1:01 am where no permit enforcement towing will be done on the unmarked parking spaces. Note: Towing will still be enforced on "Permit A" spaces during the times noted below. Other towing for dead tags, no tags, vehicles on the grass, vehicles blocking other vehicles and fire lane enforcement will not be stopped.

Super Bowl Sunday – Sunday 1:01 am to Monday 1:01 am

Easter Weekend – Saturday 1:01am to Monday 1:01 am

Mother's Day Weekend – Saturday 1:01am to Monday 1:01 am

Memorial Day Weekend – Saturday 1:01 am to Tuesday 1:01a.m.

Father's Day Weekend – Saturday 1:01am to Monday 1:01 am

Independence Day – July 3<sup>rd</sup> 1:01 am to July 6<sup>th</sup> 1:01 am

Labor Day Weekend – Saturday 1:01 am to Tuesday 1:01a.m.

Thanksgiving Weekend – Wednesday 1:01 am to Monday 1:01a.m.

Christmas and New Years – December 23<sup>rd</sup> 1:01 am to January 3<sup>rd</sup> 1:01a.m.

D. OTHER PROVISIONS

D-1 Resident's motorcycles are allowed to park only in areas that are designated by the Board of Directors. The operation of unlicensed motorized dirt bikes is not permitted within Hunting Ridge. Motorcycles will not be required to display a parking permit.

D-2 Any vehicle with altered tags is not allowed on the property and will be towed without notice.

D-3 Vehicles shall be parked in the spaces provided and shall not be parked in more than one space, or parked in a manner that prevents ready access to any other space.

D-4 Parking is prohibited in the following areas: (a) fire lanes, (b) in front of dumpsters, (c) on sidewalks. (d) on any grass areas. In the event of a violation of this rule the vehicle will be towed and the owner of the vehicle involved will be assessed the full cost of any repairs and/or charges.

D-5 The storing of vehicles on common property is prohibited. Any vehicle that is not moved for fifteen (15) days is considered a stored vehicle and can be towed at the owner's expense. If a resident will be away for more than fifteen (15) days he/she should notify the on-site office.

D-6 The parking of vehicles without current tags, junk or inoperable vehicles, vehicles with broken windows, flat tires, etc. is strictly prohibited. Any such vehicle parked on the premises for a period exceeding forty-eight (48) hours can be towed at the vehicle owner's expense.

D-7 Only minor emergency repairs will be permitted in front of buildings, (i.e. flat tires, batteries). Minor maintenance of vehicles, (oil changes, etc.) are restricted to the parking lot behind the Central Plant near the car wash area.

D-8 The washing of cars with hoses is permitted only in the special area at the Central Plant provided for this purpose. A deposit is necessary for the lockbox key, which is available from the Hunting Ridge office.

D-9 If an owner or tenant has more than three vehicles, the owner of the home may request an additional permit/s for full time residents of the home. The written request must be submitted to the Board of Directors with an explanation of the circumstances for the request. The application must include a copy of the vehicle registration of each vehicle being used. If the registration does not have a Hunting Ridge address, a copy of the driver's license of all persons residing in the home must be provided. Since they are permanent residents, these documents must show they reside at that address in Hunting Ridge. The Board will decide whether to approve the request. If approved, a "Green Permit" will be issued which will allow a vehicle to park in the green spaces only. (See rule B-2).

#### E. COMMERCIAL, RECREATIONAL AND OTHER VEHICLES

E-1 In order to obtain parking for these vehicles it is necessary to submit an application to the Board of Directors and spaces will be granted at the Board's discretion. The Board will designate where such vehicles MUST be parked. These applications must be renewed and approved by the Board of Directors annually.

E-2 Commercial vehicles are defined as follows:

(a) Any vehicle with visible lettering or markings on it identifying it as a business vehicle.

(b) Any vehicle that is recognizably being used to store items used by the vehicle driver in his/her work. Examples: Ladders on a pickup truck, rolls of carpet in a van, lumber in a truck bed, etc.

(c) Any vehicle with more than a ¾-ton payload, or which exceeds eighteen (18) feet in length.

E-3 Police squad cars and the truck owned by the complex and used for maintenance on the common areas will not be considered commercial vehicles. Clearly marked police cars may park in any space without a permit.

E-4 Vehicles approved to park in the commercial areas will not have to display a parking permit.

E-5 Recreational vehicles include any individual watercraft, boats, and boat/watercraft, and motorcycle trailers. These types of vehicles must be operable and boats/watercrafts must be seaworthy. A resident must submit a written request to the Board each year to park any such vehicle in the designated parking area. Vehicles and trailers parked in the designated areas must have current Maryland tags, unless an exception has been granted by the Board. Vehicles parked in the designated area will not be required to display a permit. Vehicles must be securely chocked; trailer hitches must be blocked to prevent damage to asphalt. Trailers must have current Maryland tags. There are eight (8) parking spots available and are on a first come, first serve basis. A waiting list will be created and maintained if needed. Resident must have previously acquired Board of Directors' approval prior to parking in these special parking spaces. (Amended March, 2016.)

#### F. TEMPORARY PARKING PERMITS

F-1. Effective January 1, 2015, the following has been approved to allow owners the use of temporary parking permits on the Hunting Ridge property for occasions where guests will be visiting over night for a limited period of time. (i.e. owner is having a small party with guests staying later; owner has family visiting in town for a few days) Below are rules regarding applying for and using temporary permits:

F-2. Owners may apply for up to 5 permits for a \$100.00 deposit (money order or certified check only) or submit another \$100.00 deposit for an additional 5 permits. No more than 10 permits may be requested.

F-3. The request for permits must be made to the Hunting Ridge onsite office and picked up during regular business hours. The request must be made by the Owner. The owner must be current on their assessments or promissory note and have no maintenance violations in order to receive the permits. Once the request is made, the processing time to approve the request will be two (2) business days.

F-4. There will be a designated area where the temporary permits can be used. That will be located in the Commercial Parking area located next to the Central Plant. These spaces will be painted with "hash marks". The temporary permits may not be used anywhere else on the property or they are subject to being towed.

F-5. The permits must be returned to the Hunting Ridge onsite office within five (5) business days in order for the deposit to be refunded to the Owner. If the permits are not returned within five (5) business days, the deposit will be rescinded and the permits will be permanently invalidated and added to the towlist.

## ARTICLE XII

### SWIMMING POOL RULES

The following rules and regulations are for the protection and benefit of all to ensure safe and sanitary operation of the pool facilities. Parents are requested to caution their children to observe all rules and regulations and obey instructions of all employees.

Any failure to comply with these rules shall be considered sufficient cause for any action deemed necessary by the Board of Directors/Management including restricting violators from the use of the pool area.

The pool will be in the charge of a qualified head lifeguard and his/her assistant who will be under direct supervision of the Board of Directors/Management. All persons using the pool will be required to register with the attendant using a proper pass. The attendant will check valid passes when entering the pool area, bath house, main pool wading pool and grassy area.

- (1) All persons using the pool or pool area do so at their own risk and sole responsibility. The Board of Directors/Management does not assume responsibility for any accident or injury in connection with such use. The Resident/Owner's covenants and agrees with the Board of Directors/Management for and in consideration of the use of the pool as an added facility and under good and valuable consideration to make no claim against the Board of Directors/Management for or on account of any loss or damage of life, limb, or property sustained.
- (2) The Owner/Resident agrees to save harmless the Board of Directors/Management for any and all liabilities and action of whatsoever nature by any guest or guests of the Owner/Resident growing out of the use of the swimming pool or pool area.
- (3) Owners/Residents will be responsible for all actions of their guests.
- (4) The cost of any property damage will be charged to the responsible party.
- (5) Board of Directors/Management will not be responsible for loss or damage to any personal property of any kind.
- (6) The pool may be closed at any time due to either breakdown or other operational difficulties at the discretion of the head lifeguard.
- (7) All bathers must shower before entering the pool.
- (8) (a) Children under 12 years of age must be accompanied by an adult at all times (someone at least 18 years of age.)  
(b) All adult guests 18 years of age or over must be certified upon admittance as the guest of a resident. It is not necessary that the host resident remain with the guest for the duration of the guest's stay at the pool.  
(c) All guests under 18 years of age must be accompanied at all times by an adult resident 18 years of age or older.
- (9) No one will be permitted to use the pool unless they comply with the minimum standards (i.e. swim and safety test) for water safety as determined by the head lifeguard.
- (10) Children under 6 years of age may use the wading pool only when accompanied by an adult.
- (11) Running, pushing, wrestling, or causing undue disturbance in the pool area will not be tolerated.
- (12) Only one person may be on the diving board at a time. Diving is permitted straight away from the board ONLY. No diving or jumping toward the sides will be permitted. In the interest of the majority, and at the sole discretion of the head lifeguard, the diving board may be closed.
- (13) No life preservers, innertubes, water wings or play equipment may be used in the pool, except at the discretion of the head lifeguard. (This does not include instructional devices used in conjunction with training under the direction of qualified pool attendants.)
- (14) Glass containers are not permitted in the pool area.
- (15) No pets are allowed in the pool area.
- (16) Wheelchairs and baby strollers are allowed in the pool area. No other wheeled vehicles will be permitted.
- (17) Admission of persons into the pool area with infectious diseases, inflammations, nasal or ear discharges, open sores, or bandages is discouraged. These persons will not be permitted to use the pool.
- (18) Spouting of water and similar unhygienic actions will not be permitted in the pool.
- (19) It is requested that persons wear a covering over their bathing suits to and from the pool area. This would constitute a tee shirt, shorts, or robe.

#### **Addendum to Hunting Ridge Pool Rules (Adopted June 23, 2010)**

- \* **Proper swimming attire is required. Street clothes are prohibited in the pool itself. T-shirts are allowed over the bathing suit to prevent sun burns.**



- (20) Any persons may be barred from the pool or pool area at the discretion of the head lifeguard. The head lifeguard has authorization to temporarily deprive any owner or guest of this facility. A written statement is to be filed with Management within 24 hours if such action is taken.
- (21) The head lifeguard is responsible for the strict enforcement of the rules.
- (22) The playing of radios/TVs must be kept at a volume not to disturb or intrude upon others. No breach of the peace will be tolerated.
- (23) No alcoholic beverages will be permitted and/or consumed in the pool area.

## **ARTICLE XIII**

### ***PARTY ROOM AND FIREPLACE RULES***

- (1) Fire regulations limit the occupancy to 70 persons and require that the two main doors remain unlocked at all times.
- (2) Use of the party room is permitted with a signed contract only by owners/residents of Hunting Ridge Condominium.
- (3) Use of the party room facilities is expressly limited to that room only, including the kitchen and restrooms.
- (4) No smoking is allowed in any part of the community building.
- (5) No loud or disruptive behavior shall be permitted at any time.
- (6) Any Lessee of the party room shall be held responsible for their guests while in the clubhouse or on community grounds.
- (7) Decorations cannot be attached to any hanging lights or painted walls. All decorations must be removed before the premises is vacated.
- (8) Any furniture that is moved must be returned to its original location.
- (9) Music is permitted, however, the volume must be low enough so that neighboring residents are not disturbed.
- (10) An inventory of all items will be made in your presence. Any items missing or damaged must be replaced or repaired at your expense. In the event damages exceed the deposit you will be billed and payment is due at the time the bill is rendered.
- (11) Cleaning is to be done before you leave the building using your own supplies and equipment. The premises must be returned to its original condition.
- (12) All trash must be placed in the designated dumpsters.
- (13) Carpets must be vacuumed. If shampooing of furniture or carpet is necessary the cost will be charged to you.
- (14) Hunting Ridge Condominium assumes no responsibility for any items that are not removed at the end of your contract.
- (15) All cigarette butts dropped at the front entrance must be picked up.
- (16) If the above Rules and Regulations are not followed future use of the party room may be denied.
- (17) The party room must be promptly vacated at the end of the rental period and in no case later than 12:00 midnight. You must not leave the building until a Hunting Ridge representative arrives to lock the main door.
- (18) Call the ANSWERING SERVICE AT (301) 596-2600 thirty minutes prior to the end of your rental and ask for the Hunting Ridge representative to meet you at the clubhouse at a specific time. For all emergencies call the Answering Service.
- (19) The emergency exit door is to be used only in the case of an emergency.

#### **The party room fireplace:**

- (1) If you desire to use the fireplace there will be an additional security deposit of \$100 due within 21 days of the date of the party. An additional rental/use fee of \$25 is due and payable upon reservation of party room.
- (2) Owners/residents must supply their own Dura Logs to burn in the fireplace. Only "Dura Logs" or equal material will be allowed to be used.
- (3) All tools must be cleaned and returned to their proper place after use.
- (4) The flue on the fireplace is always left open and should not be tampered with.
- (5) While a fire is burning the glass doors of the fireplace must be kept closed at all times.
- (6) All fires must have completed burning and all ashes removed from within the fireplace and placed outside in a metal can prior to checking out.
- (7) No water may be used to extinguish a fire burning in the fireplace.
- (8) If the fire is still burning and ashes have not been cleaned out of the fireplace by the time the Hunting Ridge representative arrives to secure the room an additional charge of \$30.00 per hour (Minimum 1 hour charge) will be levied for each hour the representative must wait for you to perform these requirements.

- (9) Should there be any damage to the party room due to sparks, cleaning of ashes, adding logs, etc., you will be required to pay for the damage.

These Rules & Regulations supercede all prior Rules & Regulations previously adopted by the Board of Directors.

These Rules & Regulations became effective 9/6/01.