

**Freedom Square**  
**House Rules**  
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**New House Rule – Effective June 23<sup>rd</sup>, 2011**

1. If an owner doesn't return their proxy prior to the annual meeting or attend the annual meeting they will be charged \$100.00 effective June 23<sup>rd</sup>, 2011.

**New House Rules – Adopted on April 24<sup>th</sup>, 2014 and Effective on May 12<sup>th</sup>, 2014**

1. Blinds or curtains in good repair are appropriate window coverings; anything else is unacceptable.
2. On a regular basis, snow shall be brushed off vehicles and driveways shall be cleared of snow.
3. Each Lot Owner shall keep his or her Lot in a good state of preservation and cleanliness. All Lot Owners are responsible to maintain the exterior of appearance of their residence, including the siding shall be clean and in good repair. Lawn care is required once every 7 to 10 days.
4. Repair and Maintenance Duties of Owner:
  - Every owner shall from time to time and at all times well and substantially repair, maintain, amend and keep their lot and exterior improvements thereon with all necessary reparations and amendments whatsoever in good order and condition, except as otherwise provided by law or the Declaration, and without limitation shall perform promptly all such work within their lot the omission of which would affect any Common Areas or other lots and shall be responsible for all loss and damage caused by his failure to do so.
  - All repairs of underground or internal installations within each lot such as water, light, gas, power, sewage, telephones, and all other interior items shall be at the owner's expense. Whenever such repair benefits more than one owner due to shared use of the repaired facility, the cost of such repair shall be shared ratably.
  - Every owner shall reimburse the Association for any expenditures incurred in repairing or replacing any Special Common Areas, Community Common Areas or furniture, furnishings and equipment thereof, damaged or lost through the fault of such owner or any person using the Property through him and shall give prompt notice to the Board of Directors or managing agent of any such damage, loss or other defects when discovered.

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**Updated and approved on April 24<sup>th</sup>, 2014 & Effective on May 12<sup>th</sup>, 2014 on the House Rules Fines:**

The Freedom Square Homeowners Association Administrative Resolution Due Process of 2000-1 has been rescinded as of April 24<sup>th</sup>, 2014 and will follow the new fine schedule for the association.

**Cured but repeated infraction:** If the same infraction is repeated within two months, the fine doubles, and continues to double every ten days, up to \$400.00. If a repeated infraction continues, a new \$400 fine will be charged every 10-days until the infraction is corrected.

**Fine schedule (unless otherwise specified):**

- 1<sup>st</sup> offense - \$100.00
- 2<sup>nd</sup> offense - \$200.00
- 3<sup>rd</sup> offense - \$300.00
- 4<sup>th</sup> offense- \$400.00

**Continued infraction:** A written warning will be sent out first. If after the warning the infraction is still not taken care of within ten (10) days a second letter will be sent out along with a fine for the offense. Fines for any continuing infraction will be thereafter added in 10-day increments to the monthly billing, and will be subject to a late fee if not paid by the end of the month in which they are billed. If the same infraction the fine doubles every ten days, up to \$400.00. If a repeated infraction continues, a new \$400 fine will be charged every 10-days until the infraction is corrected.

**Instant fines:** Some house rules have instant fines. The fine schedules described above apply to such repeated or continued fines.

Letters are sent out to the unit owner on file for any violation of the house rules. Any vehicle in violation of the house rules are tagged and towed; no contact is made via telephone, posting a note or letter on the unit door.

The Association has authorized the managing agent to follow the fine violation schedule and the Board of Directors reserves the right to increase, decrease or modify the fines at any time.

**FINES ARE CHARGED TO THE UNIT OWNER, NOT THE TENANT.**