

RULES & REGULATIONS

COTTON CREEK ESTATES PROPERTY OWNERS ASSOCIATION

Revised and Approved by the Board of Directors – August 30, 2021

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RULES & REGULATIONS

The following Rules and Regulations (hereinafter, “Rules”) have been established for the benefit of all Owners of Units at Cotton Creek Estates (hereinafter, “CCE”). These Rules are intended to contribute to preserving a clean and attractive environment and assuring the peaceful enjoyment of our residential community. They are also intended to protect and enhance the value of the property. These Rules are not, in any way, designed to unduly interfere, restrict or burden the use of such property. All Owners, residents and their guests are expected to abide by the following Rules, which are meant to supplement the Declaration of Covenants, Conditions & Restrictions, Articles of Incorporation, Bylaws and all Amendments, Alabama Law, and/or local law. In the event the Rules conflict with the Association documents, which include the Declaration and Bylaws and all Amendments, the provision of Alabama and local law, the Declaration, the Articles of Incorporation and the Bylaws (in that order) shall prevail.

1. AMENDMENT. These Rules can be revised in any way, at any time, by the Board of Directors as conditions warrant, provided that written communication is sent to each Owner advising of the change and further provided that no such Rule or revision is contrary to or inconsistent with the Declaration of Covenants or Bylaws of the Association.
2. COMPLIANCE. To the extent permitted by law, the Declaration, and Bylaws, the Board of Directors shall have the authority to issue or deny approval of any exception to these Rules. Such approvals shall be in writing and may be for the resolution of temporary problems or situations. Approvals may be revoked at any time. No action shall be taken at any time by the Board of Directors which in any manner would discriminate against any Owner or Owners in favor of other Owners.

The Board of Directors shall have the power to waive any provision of the Declaration, Bylaws or Rules in order to accommodate any disabled residents and comply with the provision of Federal and State Law.

ENFORCEMENT COSTS / FINES

- a. Costs and expenses, including reasonable attorney's fees, incurred in enforcing these Rules shall be assessed by the Board of Directors against the violator and/or the Unit Owner responsible for the violation.
- b. All complaints of violations of the Declarations, Bylaws and Rules & Regulations MUST BE IN WRITING and directed to the Board of Directors and signed by the resident. Complaints should state nature of the violation, the time and place the violation occurred, and the facts that give rise to the violation and the unit number or name of the party violating the Declaration, Bylaw or Rule or Regulation. All complaints should also contain the name, unit number, and telephone number of the complaining party.
 1. Upon receipt of a complaint, the Board shall investigate the complaint and determine whether it is founded.
 2. In the event of certain violations, an additional step is added before the formal process is instituted. That first step may be an informal notification, either in the form of a visit by a Board Member or a letter, which carries the same weight and importance as Informal Notice. .
 3. If the Board determines that a complaint is founded, it shall direct that notice be sent to the violator stating the date, time and rule violated, requesting the Owner cease the conduct. This shall constitute Informal Notice, the "warning" letter.
 4. If the Board determines that there is a repeated violation of the rules, or if the violation is not remedied, the Board shall send a written Demand to cease and desist, specifying the alleged violation, action required to abate the violation, and a time period, not less than ten (10) days, during which the violation may be abated without further sanction. (If such violation is a continuing one, a statement that any further violation of the same rule may result in a fine.)
 5. At any time within twelve (12) months of such demand, if the violation continues past the period allowed in the demand for abatement without penalty, the Board shall serve the violator with written notice of a hearing to be held by the Board or a committee appointed by the Board. The notice shall contain the nature of the violation, the time and place of the hearing, which time shall not be less than ten (10) days from the giving of the notice, an invitation to attend the hearing and

produce any statement, evidence, and witness on his or her behalf, and the proposed fine or sanction to be imposed.

6. The hearing shall be held in executive session pursuant to the notice affording the Owner a reasonable opportunity to be heard. Prior to the effectiveness of any fine hereunder, proof of notice and the invitation to be heard shall be placed in the Minutes of the meeting. Such proof shall be deemed adequate if a copy of the notice together with a statement of the date and manner of delivery is entered by the director or agent who delivered such notice. The notice requirement shall be deemed satisfied if the alleged violator appears at the meeting. The Minutes of the meeting shall contain a written statement of the results of the hearing and the sanction, if any, imposed.
 7. If the hearing is before a committee, the violator shall have the right to appeal the decision to the Board. Written notice of appeal must be received by the President or Secretary of the Association within 30 days after the hearing date.
 8. If the violation continues and fines are not paid, the Association's attorney will be contacted for appropriate legal action. Nonpayment of fines will be treated in the same manner as non-payment of Association dues and assessments.
 9. Any notice required shall be deemed given when it is given in hand or mailed to the Unit Owner, by regular U.S. Mail, at the address on file.
 10. If a Unit Owner's (or guests thereof) actions or violations endanger the health, safety and welfare of the residents, the Board may take immediate action to remove or abate the violation or bring immediate legal action to enforce the Rules.
3. NUISANCE AND NOISE. No use or practice shall be allowed which is an unreasonable source of annoyance to the Owners and residents of CCE, or which unreasonably interferes with the peaceful possession or proper use of CCE by others. Obnoxious or offensive actions must be stopped immediately upon request. All illegal activities as well as other nuisance behaviors not ceasing will be reported to the Gulf Shores Police.

For safety reasons, bicycles, tricycles, skateboards, hover boards, roller skates, segways, three-or four-wheelers, scooters and any motorized vehicles are not allowed on the inner walkways of the complex. The use of drones anywhere in the complex is prohibited.

Owners and their guests will be expected to reduce noise levels during the hours of 11:00 PM until 7:00 AM, Quiet Time, so that neighbors are not disturbed. At no time are musical instruments, radios, TVs, cell phone conversations, dogs or other pets, or other sound producing sources to be so loud as to become a nuisance.

Violations of the above are subject to a fine of up to \$100 per occurrence.

4. GUESTS. All provisions of these Rules & Regulations shall also apply to all occupants, tenants, visitors and invitees in any Unit. Owners will be responsible for the actions of their guests, including any tenants, as well as members of their families. If occupancy by guests creates a nuisance to other Owners, the Board of Directors shall have the right to request that the guest(s) leave. Unit Owners will be responsible for any damage caused by their guests and Rules violated by guests shall be deemed to be violated by the Unit Owner. Unit Owners will reimburse the Association for the costs incurred as a result of the Unit Owner's guests.

5. OCCUPANCY. CCE is a single family residential development. More than one family, or multiple unrelated persons, may not cohabitate within the same Unit on a continuous basis. Individual rooms located within a Unit shall not be rented out or leased. There are Occupancy Rules governing Unit types at CCE and they are:

- a. Two (2)-Bedroom Flat Units (as originally built) – maximum occupancy of Six (6) persons
- b. Three (3)-Bedroom Flat or Townhouse Units (as originally built) – maximum occupancy of Eight (8) persons.

Interior modifications to accommodate more persons than are allowed is forbidden and against municipal fire and safety codes. Garages may not be converted to living spaces and all Units are subject to inspection by the Board of Directors at any time for safety reasons.

Violations for the Occupancy Rules are \$100 per occurrence and up to \$100 per week until the Occupancy Rules are remedied and adhered to.

6. ILLEGAL ACTS. No person shall do any act that conflicts with any applicable laws, ordinances, zoning and other governmental regulations, and all applicable Rules adopted by the Board of Directors or commit any illegal or unlawful act in, upon or about CCE. A violation of any law, local or otherwise, shall be deemed a violation of the Rules of CCEPOA and the Board of Directors, on behalf of CCE, reserves the right to notify local authorities of any known illegal activity as well as seek their own civil remedy, if any.

7. ADDITIONS TO EXTERIOR OF BUILDINGS and ARCHITECTURAL GUIDELINES. Changes affecting the appearance of the exterior of any building, such as decorations, awnings, sunshades, patio/terrace covers, antennas, or similar, cannot be made without the express written consent of the entire Board of Directors. Any damages resulting from displaying exterior decorations or window coverings will be the responsibility of the Owner.

It is a direct violation of the Covenants to place any electronic equipment (camera, solar panel, thermometer, doorbell or any device or apparatus), on the stucco of the building or anywhere on the exterior of a unit, including fences or gates. No security devices, cameras, extra lights, or anything else may be placed up high on the walls or on the soffit or from the soffit or any fascia. Any security devices are to be placed directly on the entry door or on the narrow trim around the entry door; never on any stucco surface, soffit, fascia or trim.

All areas and landscaping outside each Unit's fenced area is considered Common Area and is maintained by the Association. There shall be no use of the Common Area, which injures or scars the Common Area or the plantings thereon, increases the maintenance thereof, or causes unreasonable embarrassment, disturbance or annoyance to the Owners in their enjoyment of the property. Planting of bushes, trees, flowers, or vegetables is prohibited on all Common Areas. An Owner or tenant may place up to two (2) individual planters/pots in the Area outside **(on concrete; not in grass or any landscape bed)** and adjacent to the front gate **(not on or near the back gate or fence)**, as long as it is maintained and visually appealing. All other plant décor should be contained within the gated area and not spill over onto driveways, sidewalks, or grass/landscape areas. Bird feeders and other animal feeders are prohibited in any Common Area and in any courtyard/patio areas of any Unit.

Trees, foliage, hedges or other plantings, and including umbrellas, within the fenced area, should not extend above the nearest roof line, should be well maintained, should not

encroach upon any Common Area and/or compromise the integrity of any building, nor become detrimental in any way. Violators of this Rule will be provided Fifteen (15) days' written notice to correct; then the Association has the right to enter the Lot, trim or prune, at the expense of the Owner.

Personal items should be stored so as not to be visible from the street. No hanging of towels, rugs or other household items on or over any fences, on any line, or hung from any window so as to be exposed to public view. Lightweight décor may be placed on the inside **(not on the outside)** of the front gate, as long as its total weight does not exceed three (3) lbs. and is only visible when the gate is open. No living plants are to be hung on any gate or fence. The displaying of flags is limited to the displaying the American Flag, not versions thereof, or in combination with other themes. If displayed, the flag should be on the outside of the current fence; not on the gate. The Unit Owner assumes responsibility for any damage the mounting of a flag causes to the fence exterior. The cost of repairs will be charged to the Unit Owner.

Construction materials or debris or any other materials should not be stored overnight outside the fenced areas or in driveways. If you have extenuating circumstances (such as renovations), seek permission for construction trailers, dumpsters, etc. to be allowed in your driveway only, for a stated period of time only. Vehicle repairs or restorations shall not be conducted upon any portion of the property, except in the case of an emergency or behind closed doors.

No hurricane shutters, storm shutters, plywood or tape shall be installed on any window or building *without prior written approval* from the Board of Directors or Architectural Committee. Any approved temporary protection shall be removed once the storm or threat of the storm has passed.

No bicycles, play equipment, sporting equipment, lawn furniture, garbage bags, mops, etc. should be left outside of the fenced area or in the driveway. Garage doors should be kept closed, in general, unless working outdoors. Reflective window coverings, on the Unit or in the Garage windows, including bright, noticeable colors, or wood or other materials, are prohibited. Any window covering or window film must be non-reflective and meet guidelines or it must be removed. No exterior modifications or paint colors, other than the approved colors, are allowed. Wall and window air conditioning units are not permitted.

Architectural Guidelines violations carry a fine of \$50-\$100 per occurrence or per week until remedied.

8. VEHICLES AND PARKING. Each Unit is allocated two (2) parking spaces in the driveway only. Owners and tenants should park in their respective driveways. All vehicles are prohibited from parking on the lawn or landscape, or anywhere within or on the Service Drive, for any reason at any time. One additional vehicle may be parked in the marked space on the access road directly in front of the Unit, if need be, but in no event shall a Unit be allowed to regularly park any more than three (3) vehicles. Guests may use the designated **temporary** private vehicle parking along the access road within the spaces marked as such. Please make any visitors or tenants aware of the parking Rules. Any vehicle parked in a visitor/guest space on the access road over two (2) weeks is no longer a visitor but considered a resident unless prearranged and preapproved by the BOD.

Please be considerate: parking should never interfere with the rights of ingress and egress of the Owner of any Lot. If requested, please move guests' vehicles to accommodate Owners' ingress and egress to and from their property. Motorcycles, with current registrations, are allowed on property, should be parked in a Unit's allocated parking spaces, and should never be parked within the fenced areas of patios, terraces or on any Common Area. Please observe the posted speed limit/wake zone and do not play loud music while driving through the complex.

Vehicles that are clearly and repeatedly interfering with this, or that violate the maximum number, will be asked to move. Any vehicle(s) in violation of these Rules may be towed by the Association, at the sole expense of the owner of the vehicle, if the vehicle remains in violation for a period of twenty-four (24) hours from the time of notification. Vehicles seen consistently parked in a visitor space for more than 2-week period without Board approval are subject to immediate towing.

A fine of up to \$100 will be assessed for each vehicle, for each occurrence, of the above vehicle Parking Rules.

Boats, trailers, RVs, campers, construction trailers, etc. are not allowed in the complex overnight. No exceptions, but may occupy an access road space no longer than one (1) hour within any 24-hour time period. Any occupant or guest who is notified by a Board Member to move their boat, trailer, or other such vehicle (constituting Informal Notice) and does not move it immediately, is subject to a fine of \$75 and/or towing at the sole expense of the owner. Any such resulting fines will be levied against the Owner of the Unit involved.

Parking Exceptions: Any vendor or person(s) doing business for the Association, making deliveries, picking up items, meetings or making repairs; may park where necessary (except in someone else's driveway) . Such parking is allowed for the duration of completing Association business. Parking on landscape or blocking ingress or egress is not allowed at any time, for any reason.

9. OUTSIDE ACTIVITIES. There shall be no organized activities or picnicking except in areas that are approved by the Board of Directors. Under no circumstances may a fire of any kind, or fireworks, be lit or maintained and under no circumstances may a person do or permit anything within the complex which would be in violation of any regulation of the Fire Department, ordinance, rule or regulation pertaining to the same, which now exists or is hereafter promulgated by any public authority. The parking areas and walkways shall not be obstructed in any way. No semi or tractor trailer trucks are allowed within the complex.

Individual Owners or groups of Owners or tenants may not conduct yard sales, garage sales, or tag sales or any other similar activities, within the complex. Nor is it allowed to display a For Sale sign on any vehicle parked anywhere on Common Area property.

10. TRASH DUMPSTER. All household refuse and trash shall be deposited inside the dumpster provided for such purpose, and the latch closed upon completion. Trash must be bagged and secured tightly before placing it in the trash dumpster. Boxes must be broken down and placed inside the dumpster. Under no circumstances is any trash from Units to be dropped or left on the ground around the dumpster, inside the fence or in the containers at the pool/Cabana. Waste management will not pick up any trash that is not inside the dumpster.

No household furnishings, electronics, appliances, remodeling materials or construction debris, or mattresses are to be placed inside the dumpster. The dumpster is for the residential refuse of the Owners only and no industrial, commercial or refuse from offsite may be placed in the dumpster. Construction debris or other materials should be taken away from the property by the contractor completing such improvements, or taken directly to the dump by the Owners or tenants.

The fine for noncompliance of any of the Dumpster Rules is up to \$100 per occurrence.

11. MAINTENANCE. Each Owner shall cooperate with the Association in the maintenance of his/her Unit. For purposes of safety and maintenance, it is necessary for each Owner to provide a key for access to the Unit to the Board Member in charge of Maintenance. If locks are changed for any reason, a new key should be provided to the Maintenance Director.
12. PEST CONTROL. The Association provides pest control service. Please help by giving the pest control company access to spray inside each Unit when necessary and for regular termite inspections. Regular pest control service is conducted on as as-needed basis. If you have any issues that need to be addressed within your Unit, please contact the Board Member in charge of Maintenance to be put on the list. Do not store household refuse in your patio areas or garage for any length of time.
13. HOUSE PETS. Unit Owners may maintain up to two (2) domesticated, *non-aggressive* household pets, weighing less than 50 lbs. each, (or expected to weigh less than 50 lbs. when full grown), and these may be kept only so long as they *do not become an annoyance or nuisance to the neighborhood*. Following is a list of prohibited dog breeds that will not be allowed in the complex, implemented by the Board on August 25, 2020: **Pit Bull Terriers (Pit Bulls), Staffordshire Terriers, Rottweilers, Chows, Doberman Pinschers, Akitas, Wolf-hybrids, Cane Corsos, Great Danes, Alaskan Malamutes, Siberian Huskies, Sharpeis, German Shepherds, Mastiffs, and Presa Canarios, or all mixed breeds with this list.** Only two (2) pets per Unit are permitted and no pets may be kept, bred, or maintained for any commercial purpose.

Unit Owners may allow a tenant, leasing the Owner's Unit for 30 days or more only, to keep pets in compliance with the above limitations, subject to any additional fees or deposits imposed by the owner or management company. **Tenants or lessees of less than 30-days duration are not allowed to have any pets on the premises.** –Approved by and made a part of these Rules & Regulations by the Board of Directors on August 25, 2020. Effective date of restricted pet rules to 30+-day renters is midnight, December 31, 2020. Unit Owners are responsible for any and all damage caused by any pet(s) and for violations of these Rules by any tenants, residents or guests at their Unit and shall promptly pay fines or assessments. Any guests or visitors with pets must follow all House Pet Rules above.

Please be considerate of your neighbors. No pet shall create noise, odor, or be allowed to disturb other residents. Barking dogs within a Unit or dogs left in the outdoor courtyards can be heard by others, disturbing all. **Pets should not be left unattended for any length of time in courtyard /patio areas, especially while you are gone.**

Pets shall not be permitted outside the Unit on the Common Area of the Association unless accompanied by a responsible individual and kept on a hand leash of no more than 10 feet in length at all times. Pet walking areas are located across the access road from the Units.

on the other side of the drainage ditch. This is the **only authorized place to walk your pets**. No pets are allowed in between the buildings in the grass, along the interior walkways, or in the Cabana and Pool areas, including by the postal mail boxes. Do not walk or carry your pet into these areas. It is a violation of the Pet Rules and carries a fine. Each Owner shall be responsible for the immediate removal of any pet droppings anywhere in Common Areas, on the way to and including the walking areas. Do not leave pet mess in courtyards or in the grass for others to smell.

Fines for violations of any of the above Pet Rules range from: \$50-\$100 per day or per occurrence.

Any pet causing or creating a nuisance, or unreasonable disturbance or noise shall be permanently removed from the property upon seven (7) days written notice from the Board of Directors. Failure to remove a pet from the property after written notice from the Board will constitute a willful violation of the Rules and shall result in a \$500 fine in addition to all other penalties as provided by the Declaration, Bylaws and Rules.

14. **SWIMMING POOL & HOT TUB (SPA)**. Please observe and obey all posted Pool Signs. Please obey the posted pool hours (8am–11pm). **Do not use hot tub or pool after the closing hour of 11:00 pm. No loud music or boisterous behavior and no glass of any kind in the entire fenced pool area.** Children under 12 years of age are not allowed in the hot tub/Jacuzzi. Children wearing diapers are not allowed in the pool unless they are wearing “Little Swimmer” Diapers. Please do not leave children unattended at anytime, anywhere with the pool area. Make sure you, your guests and children leave the pool area, Cabana and Restrooms clean and tidy. The pool is generally heated from October 1 – November 30 and again from April 1 – May 31, unless there are extenuating circumstances, the Pool is under repair, or the weather dictates otherwise.

The Association imposes a reasonable limit of six (6) guests per Unit using the Common Area, along with you, and as your guest(s). It is not expected that guests living locally or in adjacent properties will visit the pool on a repeated basis. Nor is it acceptable for your guests to use the pool without your accompanying them. Do not abuse the pool guest privileges. If you plan on having more than 6 pool guests or would like to use the pool for a party, please contact the Board Secretary, ahead of time to inquire about reserving it. After an approved pool party or gathering, remember to leave the area clean and dispose of all trash in the dumpster. Do not overload the pool side trash container.

Violations of any of the above Rules incur fines ranging from \$50 to \$250. ***The Association has full power and authority to suspend or revoke the privileges of any Owner or any tenant should any such party be conducted in such a manner to warrant such action.***

15. **CABANA – FITNESS ROOM AND SAUNA**. The fitness room and sauna are located inside the fenced pool area. No one under 16 is allowed in the Fitness Room without an adult or a Board Member’s knowledge and approval. **After using, please unload any weights, make sure the sauna is turned to the OFF position, the lights are off and the doors are locked.** Owners may obtain the key code from the Association Secretary.
16. **CLUBHOUSE / CABANA FUNCTIONS**. All private or public functions, using any of the Cabana’s various areas or pool or hot tub, need Board of Directors approval. Such approval shall be requested in writing in accordance with the policy approved by the Board of

Directors. Please contact the current Secretary to check on availability for reservations and further information.

17. POST / MAIL BOXES. Boxes for the delivery and pickup of U.S. Postal Mail are located in the Pool/Cabana area. There is a slot for outgoing mail as well. Keys for your mail box should be provided by the seller if you are purchasing a Unit. The Association does not maintain or have any keys for post boxes. Children are not allowed to use chairs as step stools to retrieve the mail.
18. CANVASSING, PEDDLING OR SOLICITING. No person, including any Owner, shall enter or go through CCE for the purpose of canvassing the residents, or for the purpose of vending, peddling or soliciting orders for any merchandise, book, periodical, or circular of any kind or nature whatsoever; or for the purpose of soliciting donations or contributions.
19. ADVERTISING. No sign, signal, illumination, advertisement, poster, notice or other lettering shall be exhibited, inscribed, painted, attached, affixed, installed or exposed on any window, exterior door, or on any part of the exterior of any Unit, or in or on interior of any Unit if the same shall be visible from the exterior of said Unit.
20. RESALE. It is the obligation of the Unit Owner to notify the Board Secretary of a pending sale of a Unit. The seller is to provide the buyer, or buyer's agent, with one copy each of the Declaration, the Bylaws, and these Rules & Regulations prior to closing. It is the obligation of the new Unit Owner to notify the Board Secretary of the purchase of a Unit.
21. SIGNAGE. For resale of Unit purposes, signage is to be kept to one (1) For Sale sign per Unit, no larger than 16" X 24", to be attached to the front fence with zip ties only. Do not attach with screws or nails. Do not place any signs in the grass, on any back fence, nor in any Common Area.
22. RENTALS. **Units may be leased or rented by Owners, subject to the Rental Rules. The minimum rental or leasing period is thirty (30) nights. Bookings, reservations, rentals or stays of any less than 30 nights are not allowed.** (Rentals for the full month of February (having less than 30 nights) are allowed as a one-month rental only.)

Unit Owners, who rent short term (min. 30 nights to and including 179 nights) in a given calendar year, are required to register for a Business Rental License with the City of Gulf Shores, pay the licensing fees, have a Safety Inspection conducted, and pay the appropriate Occupancy and Municipal taxes for each booking. Any advertising, listing or marketing of Units is to specify the minimum booking, stay, or rental period as thirty (30) nights.

Unit Owners are responsible for notifying the Board Secretary of the rental of their Unit and will provide the Unit number, name(s) of the renters, and the length of the initial term, within 30 days of the execution of the lease or rental agreement. Unit Owners will ensure that the tenants are furnished with one copy each of the current Rules & Regulations prior to or upon signing the rental or lease agreement. The Unit Owner will include in the rental agreement, or as a separate signed document, the following **Notice to All Tenants**: *"This lease is subject to all provisions of the Bylaws of Cotton Creek Estates Property Owner's Association, Inc., and the Rules & Regulations of same."*

The Unit Owner will provide the Board Secretary a signed acknowledgement by the tenant of their receipt of the Bylaws and Rules and the foregoing Notice within 30 days of the execution of the lease agreement. Unit Owners are financially responsible for property damages and fines incurred because of violations of same. Nothing in this paragraph shall be interpreted to prevent the Unit Owner from seeking reimbursement from their tenants or guests for any such charges or fines.

Violations of the Rental Rules, including the minimum stay and rental lease period, or advertising thereof, shall carry a fine of up to \$250 per occurrence.

Approved and made a part of the Rules & Regulations by a Resolution of the Board of Directors on August 30, 2021. Effective date of minimum rental period is midnight, December 31, 2021.

23. **HOMEOWNERS DUES AND ASSESSMENTS.** Homeowners' monthly dues (including assessments) are due the 1st of each month and will be considered late if received after the 10th. It is Association Policy that if full payment of both dues and assessments are not made by the 10th of each month, a \$50 late fee will apply. After the end of the current unpaid month, interest accrues at the rate of 9% per annum (.75% per month) on the unpaid balance(s) and continues until payments are brought up to date. After 60 days of non-payment, it is Association Policy that a lien will be filed with the County for the unpaid balance(s).

During the time any unpaid balance(s) exist, the property Owners' (*and any tenants'*) privileges to use the amenities will be revoked and suspended until the account is brought up to date. Amenities which are subject to suspension include cable TV, pool, spa, and fitness room.

Dues may be automatically deducted from your bank account. Please see the Board Secretary for the proper form to facilitate this. Dues should be mailed to: P.O. Box 717, Gulf Shores, AL 36547.

24. **COMMUNICATIONS.** Please update the Secretary of the Board with the current mail address, telephone numbers and email contact information for all residents and any tenants. There is a private CCE Owner email distribution list, which is used to keep Owners updated; please make sure you are on that list. It is important that the Board has a way to contact each Owner and tenant in case of emergency within your Unit or the entire complex.

The Board requests that all Owners help with a neighborhood watch and contact the local authorities if needed.

Gulf Shores Police Department – 251.968.2431
Animal Control – 251.968.2431