

Use of Park:

Use of the park by residents for parties and other recreational purposes is allowed. Please notify the President of the Board of Directors when you plan on using the park. You will be required to fill out a use form and waiver holding the Association harmless. You will be responsible for leaving it the way it was found, and removing all trash and other debris.

Enforcement:

In the event of a violation, the offending party will receive a letter requesting correction of the problem. If correction is not made within the time allotted in the violation letter, the association may take any available legal action it deems appropriate. This may include imposing fines.

Contacts

Tallahassee Police Department	850-891-4200
Tallahassee Fire Department	850-891-6600
Animal Control	850-606-5400
Professional Towing	850-576-4600

If you have any questions concerning these rules & regulations you may contact our management company at:

Executive Management Services Inc.
PO Box 13089, Tallahassee, FL 32317
850-878-3134
ems@ems-fl.biz.



Rules & Regulations

The purpose of rules and regulations is to ensure that our neighborhood is beautiful to look at, continues to be a desirable one to live in and retains the high property values planners envisioned when the subdivision was developed.

All guidelines, rules and regulations as stated in this Handbook and the governing documents are binding upon each current and future owner, tenant, and guest. Homeowners have bottom line responsibility for their home, regardless of whether they live in it. This list of rules is by no means exhaustive, but substantially represents the rules that govern Vieux Carre'. Owners and tenants cannot do what they want just because it's their home. Following these rules will ensure that residents live in a beautiful and safe neighborhood with consistently high property values.

Appearance of Homes:

- A. Each resident shall maintain a neat appearance for their home.
- B. Each resident shall ensure that the garage door is kept closed at all times except when entering or exiting the garage.
- C. Personal items (chairs, grills, bikes, clothes, coolers etc.) must be kept on back patios or inside the garage.
- D. No clotheslines may be used.
- E. Any fences or other exterior improvements must be approved by the ACC and the Board of Directors prior to work beginning.
- F. Lawns should be kept cut, trimmed and edged. All shrubs should be kept trimmed appropriately.
- G. One "For Sale" sign may be placed directly in front of the home. "For Sale" signs are not to be placed at the entrance to the community or on any street.

Board of Directors

The VCHA Board of Directors meets every 60-90 days, and residents are welcome and encouraged to attend and participate. Homeowners receive a notice approximately one week prior to each meeting, announcing the date, time and place of the meeting. There is an Annual Meeting and Neighborhood Picnic that members of our neighborhood look forward to and enjoy in March of each year.

Association Dues

Dues levied by the Association are used to pay for maintenance of the common areas, landscaping of common areas, insurance premiums for the association's liability insurance, common area utility bills, and to maintain common area amenities.

Each owner is responsible for paying the yearly association dues billed each January. Payments are due within 15 days of billing with all payments made payable to "Vieux Carre' Homeowner Association" and mailed to PO Box 13089, Tallahassee, FL 32317. All payments should indicate the homeowner's name and address. All unpaid balances will be charged a \$25.00 late fee and 1.5% per month interest until paid in full. All unpaid balances 90 days past due, will be sent to collections and a lien placed on the property.

If you have any questions concerning payment of HOA dues, please contact the Management Company, and they will be happy to assist you.

Residential Use

Homes in Vieux Carre' are to be used solely for single family residential purposes. No business ventures or commercial operations should be conducted from a home in Vieux Carre'.

Insurance

The Association maintains liability and property insurance for all common areas within the community, as well as directors & officers liability for members of the Board. It is the responsibility of individual home owners to properly insure their own property.

Architectural Control Committee

The Architectural Control Committee (ACC) is a committee appointed by the Board of Directors to review all Exterior Alteration Applications and requests submitted by homeowners. After review is completed, their recommendation is given to the Board of Directors for final consideration.

Architectural Control Requirements

Per the Associations governing documents, a homeowner must get approval from the Board of Directors prior to making any exterior alteration to his or her property.

If a homeowner wants to (a) erect or maintain any addition to building, fence, wall, mailbox or other structure , or to (b) change or alter the shape, color or appearance of the exterior of existing improvements, he or she must, before any work begins:

1. submit an Exterior Alteration Application with plans and specifications showing the nature, kind, shape, height, materials, color, location and all other details;
2. obtain Board approval in writing,
3. have adequate insurance to protect the Association against any liability which may arise from work;
4. have obtained all permits required by law.

No Construction may begin earlier than 7:00am or continue past 5:00pm. No construction may take place on Sunday's.

General:

- A. The ACC and Board will only consider written requests.
- B. If a request is rejected, the applicant may ask for reconsideration and is encouraged to present new or additional information which might clarify the request or demonstrate its acceptability.
- C. The Committee will act on a request as promptly as possible.
- D. An application describing the proposed improvement should be sent to the chair of the ACC, together with plans and specifications.
- E. The description of the project should include all information necessary for the ACC to take action. Necessary data would include the height, width, length, size, shape, color, and location of the proposed improvement. Photographs or sketches of similar completed projects would aid in the Committee's consideration. If the alteration affects the existing drainage pattern, the proposed drainage pattern must be included.

Common property alterations:

No homeowner shall add to, change or alter any part of the Association's common property without written approval from the Board of Directors.

Alterations made without prior written approval may be removed by the Association, at the homeowner's expense, upon the ACC's recommendation and concurrence by the Board of Directors.