

# SEA RANCH CLUB CONDOMINIUM "C"

## ADDITIONAL HELPFUL INFORMATION

(Supplement to the "Welcome to Sea Ranch Club Condominium" Brochure)

1. The regulating authority for Sea Ranch Club Condominium Building "C" is the elected Board of Directors, which oversees the Resident Manager and the employees.
2. The Resident Manager's Office is open from 8:00 a.m. to noon and from 1:00 p.m. to 4:00 p.m. for the transaction of normal business. The Office is closed for lunch from 12:00 p.m. to 1:00 p.m. In case of an emergency, the Resident Manager can be reached through the Main Desk.
3. Employees are not permitted to do private work for residents during their normal working hours.
4. Whenever a resident expects guests, workers, or deliveries, the Main Desk must be notified. Authorized immediate family members are exempt from registering. Other guests must be registered with the Main Desk prior to their arrival. Residents are responsible for the actions of their guests.
5. If a resident discovers an unauthorized person or a mechanical or electrical problem on the premises, the Main Desk must be notified.
6. By Fire Department regulation for the sake of security, exterior doors to the building and resident's doors to the hallways must never be propped open.
7. Residents are required to supply keys to their apartments and vehicles left unattended in the garage to the Resident Manager.
8. Residents are responsible for turning off water supply to their apartments and turning off water heaters when the apartment is to be vacant for more than 72 hours.
9. Deliveries for residents will be accepted at the Main Desk. However, the Association will not be responsible for loss or damage to anything left for pick-up, even if such loss is the fault of an employee. Any delivery or removal of furniture must be scheduled in advance with the Resident Manager's Office so that the elevator can be reserved and its walls and floors protected.
10. Delivery persons, domestic help, and service personnel will only be admitted to the building if cleared through the Main Desk. They are restricted to use of the service elevator only, unless otherwise notified. Residents must give permission for entry, either verbally or in writing.
11. Apartments are single family residences only. Business activity may not be conducted in any apartment.
12. No resident shall annoy any other resident by unreasonable noise at any time. Construction noise is permitted from 8:30 a.m. – 4:30 p.m.
13. Furniture, chairs, tables, etc. may not be removed from the common areas of the building unless authorized and recorded by the Resident Manager.
14. Nothing may be hung on or thrown from balconies or railings.
15. Nothing may be stored in hallways, including beach chairs, beach toys, or bicycles.
16. Bicycles may only be stored in apartments, storage lockers, or bicycle racks in the garages. The Association assumes no responsibility for loss or damage to bicycles.
17. Motorcycles must be parked in designated areas in the garage.
18. All vehicles must have a Building ID tag affixed, as arranged with the Main Desk. Guest's vehicles must display guest passes.

19. Residents are not permitted to park their service vehicles in the garages.
20. Residents must park in their assigned spaces. They must not park in guest parking. Improperly parked vehicles will be removed by tow truck. All parking regulations will be strictly enforced.
21. The swimming pools may be used from 5:00 a.m. to midnight. After 10:00 p.m., noise must be severely reduced. Children under 14 years may not use the pool after 6:00 p.m. unless supervised by a parent. Children under 8 years must be supervised by a parent at all times. No horseplay or jumping is allowed in the pool or pool areas.
22. Residents and guests must wear appropriate bathing attire in the pool, on the pool deck, and on the beach area adjacent to and in front of the property.
23. Residents and guests must wear cover-ups and footwear in the lobbies and community rooms.
24. The pools, beach, promenade deck, and beach houses (cabanas) must be cleaned after use. Chairs, tables, and lounges may not be taken to the beach. Beach house tables may be reserved by contacting the Resident Manager's Office during normal working hours.
25. Tennis courts may be reserved 24 hours in advance by calling the Main Desk at the building then in charge of taking reservations during normal business hours.
26. Children are restricted to playing in recreational areas only. Children under 13 may not use the Billiard Room Exercise Room, or Sauna Bath without direct adult supervision. Children under 6 must be under direct adult supervision at all times.

**Helpful telephone numbers:**

**Front Desk/Security 954-785-9506**  
**Office/Manager: 954-785-9504/954-785-9505**

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