

SurfMaster Owners Association, Inc.

Contractor & Subcontractor Rules

It is of the utmost importance that contractors, subcontractors, and their employees conduct their respective work with the least amount of impact to unit owners and their renters. With that in mind please use common sense at all times when planning and working at SurfMaster. In addition, the following specific rules are to be adhered to.

1. All unit owners, contractors and their subcontractors should be familiar with these rules.
2. Where work permits are required, they must be obtained and available at the work site.
3. Except for legal federal holidays, contractors may conduct their work at SurfMaster from Monday through Saturday from 8am to 6pm. Quiet work within an owner's unit is permitted outside above limitation hours provided such work produces no noise detectable outside the unit in which the work is being done. Contractor work is not permitted on Sunday.
4. Owners and their contractors are responsible for any damages or resulting dirt to common areas, including elevators, lobbies and walkways. Contractors are not permitted to use SurfMaster dumpsters.
5. Work vehicles should drop off material and preferably park in overflow lot in front of the SurfMaster buildings.
6. Contractors may not bring dogs onto the property.
7. Where applicable, unit owners are required to submit a SurfMaster unit modification form and receive approval from property management prior to the start of the project.
8. It is the unit owners responsible to oversee that all contractors performing work have proper state and local business licenses, permits and insurances. The limits for liability insurance must be a minimum of \$1,000,000 with the owner of the property as additionally insured. Any damages or inappropriate conduct are the owners' responsibility including monetary damages and fines.
9. No changes to load-bearing walls or items outside of the unit are permitted without prior HOA approval.
10. Contractor work area shall be cleaned up at the end of each work day. Storage of equipment, furniture, appliances, etc. is not permitted outside the unit.
11. All contractors and contractor's employees shall represent a professional image.
12. Contractor's vehicles shall not remain at SurfMaster overnight. Any exceptions to this rule must be approved ahead of time by the onsite property manager.
13. The use of radios or boom boxes is not permitted outside a unit nor heard outside of the unit.

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