

FOB OWNER AGREEMENT AND FOB RECORD FORM

One form is required *for each unit owned in Harbor Village that uses fob accessed amenities*. Fob numbers must be recorded and all contact information for at least one owner included. Please note highlighted area below regarding unit sale and fob turn off/on for new owners.

AGREEMENT DEFINITIONS

HV@MBA: Harbor Village at Manistee Beach Master Association, Inc. aka "the Master"

Schmidt-Rogers Management: SRM

Fobs: Access devices (fobs) furnished to an Owner are the property of HV@MBA

Amenities: Indoor and Outdoor Pools facilities including but not limited to spas, locker rooms, and Indoor Pool Sun Deck.

Owner: Deeded owner of record of a unit within one of 12 HV@MBA member associations

Renter/Tenant: Persons with a documented rental agreement for a property within the 12 Harbor Village associations (on-site) and those residing with them.

Mitigation/Damage Costs: include but are not limited to the cost to remediate any litter, spills or contamination of the Amenities, as damage to the property and other repairs.

Permitted Renters/Tenants and Guests*:

1. Owner's designated immediate family members
2. Owner accompanied guests, up to eight (8) total persons per unit.
3. Guests and tenants occupying an owner's on-site unit.
4. Owners' off property guests accompanied by the Owner.

*NOTE: "Permitted guests" may not invite additional people to join them.

AGREEMENT TERMS

In consideration for being provided access to the Amenities, Owner hereby recognizes that video cameras are in use and agrees to the following:

1. Use of the fobs and access to the amenities is limited to Owner and Permitted Guests as defined above.
2. A fob entry is limited to eight (8) total permitted persons per unit.
3. Allowing entry to persons not with your group, is prohibited.
4. Upon notice of a lost or stolen fob, the fob will be turned off. Owner shall immediately report fob(s) number(s) to SRM via email to schmidt@schmidtrogers.com or Fax to (231)929.1170. A \$75 replacement fee will be assessed.
5. Owner will report to SRM a change in unit ownership. Associated fobs will be turned off. They will be turned on with a registration form submitted by the new owner. Liability is responsibility of the registered holder.
6. Owner shall follow attached and posted rules. They may change from time to time. Owners will be notified and changes posted in the Harbor Village @ Manistee Beach

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Association Sharefile site.

7. Owner is responsible for:
 - Having current contact information on record with HV@MBA as the fob owner.
 - Ensuring that Permitted Guests follow the posted rules.
 - Costs associated with but not limited to damage, contamination, facility shut down, etc., caused by *anyone* using the Owner's fob.
8. Owner agrees to pay a fee of not less than \$100 if Owner or Permitted Guest trips the security alarm secondary to use of the Amenities outside of the hours of operation.
9. Access to the Amenities may be suspended or terminated secondary to a violation of this agreement. Such suspension or termination may be applied to all fobs held by Owner.
10. Owner shall pay all assessed fees and charges for damages within 30 days of being presented with invoice for same. Fobs will be turned off again if payment is not made.

DISPUTE RESOLUTION

An Owner may dispute the assessment of fees, mitigation/damage costs or the suspension/termination of fob access to amenities, in writing and/or via email to schmidt@schimdtrogers.com within five (5) business days after infraction notification. The Owner may view the associated video on-site, the infraction log on request and ask that a moratorium on fob shut off be granted until the panel has ruled. A hearing panel will be assembled and a hearing scheduled within 10 business days.

A panel of no less than three persons will be appointed to hear the dispute: an officer of the HV@MBA Board in good standing, a person appointed by the complainant, and a third agreed upon by the previous two persons. Consideration of Owner's written appeal may be in person or via conference call at the election of HV@MBA. Owner agrees that the decision of the panel will be final. A response to the complainant will be issued within two (2) business days.

I/we, hereby give permission for SRM to release my/our contact information to HV@MBA for the sole purpose of operating the fob monitoring system. In addition, I/we acknowledge receipt of, and understand the presented HV@MBA facility Access & Use Rules, and request activation of y/our existing key fob(s) as recorded as follows:

ASSOCIATION	UNIT #	FOB #	FOB #
OWNER PRINTED NAME	SIGNATURE	DATE	
EMAIL ADDRESS		PHONE	
<i>Please continue on the next page.</i>			

FOB OWNER AGREEMENT AND FOB RECORD FORM

(Con't owner information)

OWNER MAILING ADDRESS *(Street/PO Box City State Zip)*

CO-OWNER PRINTED NAME

SIGNATURE

DATE

EMAIL ADDRESS

PHONE

MAILING ADDRESS *(Street/PO Box City State Zip)*

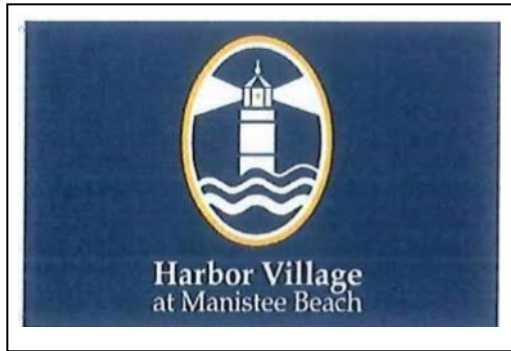
COMPLETED FORM MUST BE ON FILE:

1. Scan and email to schmidt@schmidtrogers.com

or

2. Mail to:

Schmidt-Rogers Management, LLC
996 Garfield Woods Dr., Suite D
Traverse City MI 49686



OUTDOOR POOL AND SPA RULES

HOURS OF OPERATION

8:00am to 9:00pm

Memorial Day Weekend thru the
weekend after Labor Day

VIDEO CAMERAS ARE IN USE

ENTRY LIMITED TO 8 PERMITTED PERSONS PER UNIT

GENERAL RULES

- Children under the age of 14 must be supervised by an adult.
- Children under the age of 6 **are not permitted** in the spa.
- Swim pants are required for children not yet toilet trained.
- A shower must be taken prior to entering the pool or spa.
- Deck chairs may not be reserved for future use.
- Do not use the pool or spa if you have a communicable disease, open wound or sore.
- Persons under the influence of, or impaired by alcohol or drugs are not permitted in the spa.
- Smoking or vaping of any kind is not permitted
- No pets allowed

FOOD AND BEVERAGE

- No food or chewing gum is permitted
- Beverages must be in non-breakable, closed containers
- Glass is not allowed in any pool area
- No alcoholic beverages

BEHAVIORS...

...that endanger or otherwise interfere with other's use of the facility are prohibited. They are not limited to, but include:

- No diving.
- No running.
- No music beyond your personal space.
- No pollution of the water in any way.
- No behavior that is boisterous, endangers or harms others.
- No objects thrown that might harm or would interfere with others use of the pool.

Use of this facility is limited to Harbor Village owners, their permitted guests, and on-site renters.

The key fob owner is accountable for rule violations and associated fees or costs.

Pool use is subject to the operational rules of the Michigan Department of Environmental Quality and Public Health Codes and those established by the HV@MBA. Be advised that these rules may change from time to time with revisions posted at the facilities and the HV@MBA Sharefile site.



INDOOR POOL FACILITY AND OUTDOOR SUN DECK RULES

HOURS OF OPERATION

6:00am to 10:30pm Open Year Round

Security System Alarm turns on at 10:45

VIDEO CAMERAS ARE IN USE.

ENTRY LIMITED TO 8 PERMITTED PERSONS PER UNIT

GENERAL RULES

- Children under the age of 14 must be supervised by an adult.
- Children *6 and under* **are not permitted** in the spa.
- Swim pants are required for children not yet toilet trained.
- A shower must be taken prior to entering the pool or spa.
- Deck chairs may not be reserved for future use.
- Do not use the pool if you have a communicable disease, open wound or sore.
- Persons under the influence of, or impaired by, alcohol or drugs are not permitted in the spa.
- Smoking or vaping of any kind is not permitted
- No pets allowed

FOOD AND BEVERAGE

- No food or chewing gum is permitted
- Beverages must be in non-breakable closed containers
- Glass is not allowed in any pool area
- No alcoholic beverages allowed

BEHAVIORS...

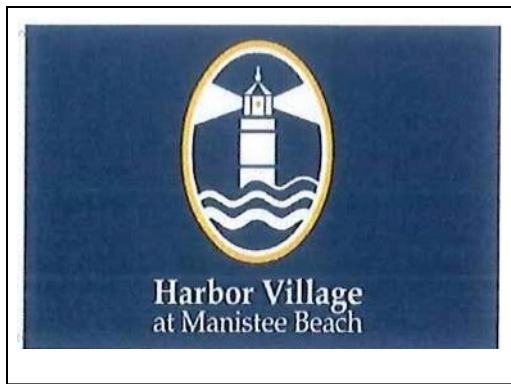
...that endanger or otherwise interfere with other's use of the facility are prohibited. They are not limited to, but include:

- No diving into the pool.
- No running.
- No music beyond your personal space.
- No pollution of the water in any way
- No behavior that is boisterous, endangers or harms others.
- No objects thrown that might harm or interfere with other's use of the pool.

Use of this facility is limited to Harbor Village owners and their permitted guests and on-site renters.

The key fob owner is accountable for rule violations and associated fees or costs.

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FITNESS CENTER RULES

HOURS OF OPERATION

6:00am to 10:30pm Open Year Round

Security System Alarm turns on at 10:45

VIDEO CAMERAS ARE IN USE.

GENERAL RULES

- Age Restrictions
 - Children aged 8 or under are not permitted in the Fitness Center
 - Children 9 to 14 years old, must be supervised by an adult
- Exercise equipment must be wiped down after use with disinfectant and towels which are provided.
- No wet bathing attire is allowed.
- Appropriate clothing and *indoor* shoes must be worn.
- No food or chewing gum is permitted.
- Only water, in tightly closed containers, is allowed.
- Glass, breakable materials, and/or hazardous objects are prohibited.
- Persons under the influence of, or impaired by, alcohol or drugs are not permitted in the center.
- No pets allowed.
- No music beyond your personal space.
- Smoking and/or vaping is not permitted anywhere in the facility.
- Behaviors that endanger or otherwise interfere with other's use of the facility are prohibited.

Use of this facility is limited to Harbor Village owners and their permitted guests and on-site renters.

The key fob owner is accountable for rule violations and associated fees or costs.

Pool use is subject to the operational rules of the Michigan Department of Environmental Quality and Public Health Codes and those established by the HV@MBA. Be advised that these rules may change from time to time with revisions posted at the facilities and the HV@MBA Sharefile site.