



Palm Beach Windemere Rules and Policies

- 1. General Information.** Since we are a small building with only 17 units and do not employ a door person or onsite security, it is critical that **all main floor doors are kept closed and locked at all times for your safety** and the safety of everyone in the building. This also includes gates leading up to the pool area. If you see anyone trespassing, please call the Palm Beach Sheriff's Office and they will handle it. Their number is **561-586-3400**. You may want to save the number in your mobile phone Contacts.
- 2. Guest Registration.** When you plan to have family/friends visit, please notify JMA Community Management at 561-440-7854 or jean@JMAmanagement.net, stating who will be visiting and the dates of their visit. This is for security purposes and to prevent other owners from questioning their presence on the property.
- 3. Guest Parking Passes.** We have had issues with individuals parking in our lot and then walking to the beach. If you plan to have visitors, it is mandatory for them to put the **Guest Parking Pass** on the dashboard of their automobile while they are visiting. We will be monitoring the parking area. Any automobile without a Guest Parking Pass will be ticketed and towed. Each unit has been provided a supply of parking passes.
- 4. Parking Policy.** There is one assigned parking space per unit. It is prohibited to park in another owner's space without written permission of the owner.
- 5. Do Not Go Barefoot** in the common, pool and parking areas.
- 6.** Palm Beach Windemere has a **NO dog** policy.
- 7. Rentals/Leases** – Owners may rent/lease their unit **one** time per calendar year for any length of time. If the lease is contiguous and spans two calendar years, i.e. December – March, that would be considered one rental.
- 8. Common Areas** - We do not employ a full time maintenance staff to clean up after our owners/guests or to repair broken/damaged equipment, so we ask that you take the responsibility to do the following:
 - Return poolside or 1st floor (west side) patio furniture to their original location after using them.
 - We have a number of pool and beach items (boogie boards, pool floats, etc.) that you are welcome to use. They are in a storage bin in the south stairwell entrance to the pool area. We ask that you return them to the bin when you are finished using them.

- c. Do not attempt to raise poolside umbrellas on windy days. If you use the umbrellas, please put them down, secure them and return them to their original location when finished using them.
 - d. Please shower/rinse sand off before entering the pool after being on the beach. A fresh water shower and hose are at the northeast corner of the pool area by the beach stairs.
 - e. Infants must wear swim diapers in the pool. Any dirty diapers should be placed in a **sealed** garbage bag (not grocery bag) and disposed of in the dumpster. Do not put dirty diapers in the pool area trashcan.
 - f. Please dry off completely before entering the building.
 - g. When using the grill on the 1st floor patio, please follow the directions for use, found in the cabinet under the grill. After each use, we ask that you turn off the gas at the tank, clean the grill with the brush provided and replace the cover, once the grill has cooled. If you run out of propane or see that it is getting low, please notify JMA so that the tank can be replaced and available for the next person.
 - h. If you drop or spill anything in the common areas or elevator, please clean up after yourself. Our cleaning crew cleans the common areas on Monday and Thursdays, only.
 - i. Please adhere to the posted pool rules and do not bring any food or beverages in glass containers to the pool.
9. **All garbage** is to be disposed of in garbage bags that are tightly sealed and placed in the dumpster in the parking garage. Please do not use **grocery bags** or throw loose items into the dumpster.

If you have large items to discard such as mattresses and furniture, please call Waste Management and schedule a pick-up. Do not place items in the garage or common areas until the day of pick-up.

10. **Recycling** - Please recycle whenever possible. Use the recycling bins (blue for plastics, glass, metal and yellow for paper) in the parking garage. Please break down all large cardboard boxes and put them in the yellow recycling bins. All materials to be recycled should be put directly into the recycling bins, **not** in plastic garbage bags. Plastic grocery and other plastic bags and Styrofoam must be dropped off at Publix or another location that will recycle them, not put in recycling bins. **Soiled pizza boxes are not recyclable.** All large batteries, paints, oils, and toxic items should be dropped off at the SWA Transfer Station at 1810 Lantana Road, Lantana, FL 33462 (Lantana Road from Costco).
11. If you use the grocery cart in the parking garage to transport items, please return it to the garage as soon as possible for others to use.