

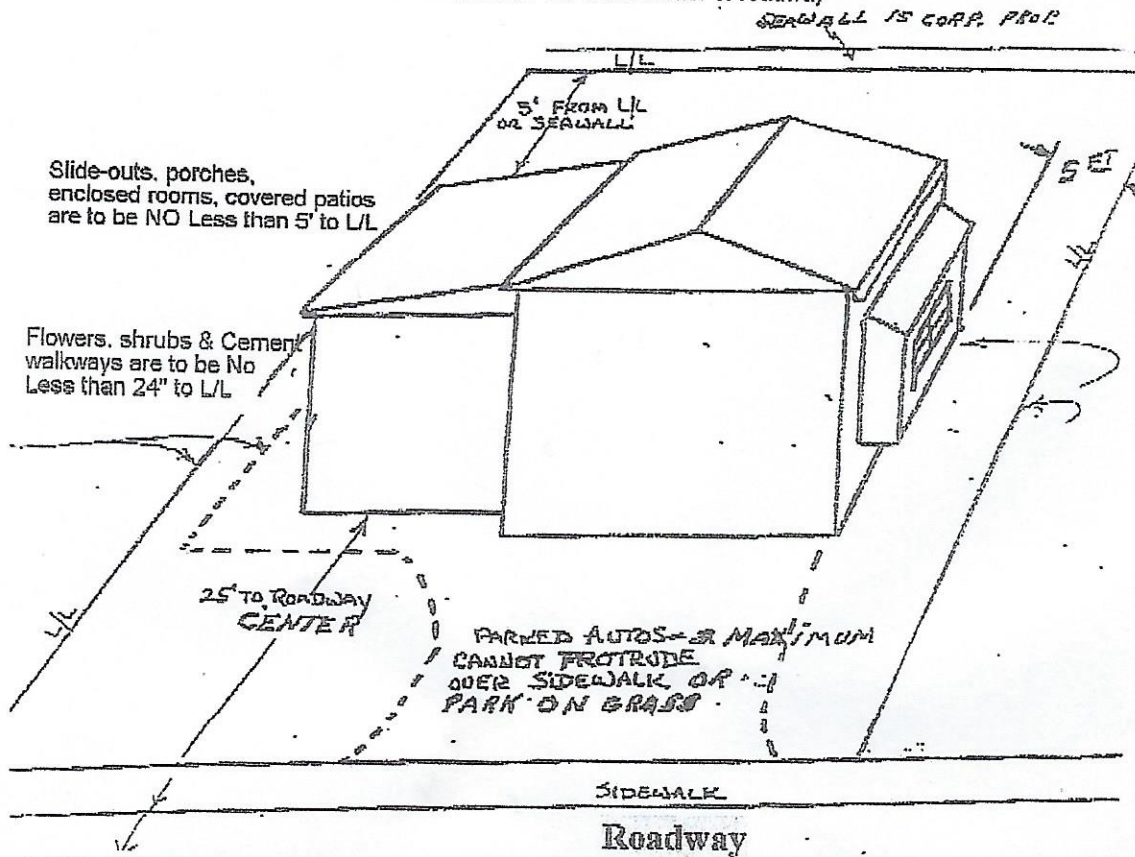
## Appendix A

### Rules and Regulations

Drawing "A"

See RULE "IV"

Right setback - 5' to Lot line  
Left setback - 5' to Lot line  
Rear setback - 5' to Lot line  
Front setback - 25' from center of roadway



### Setback Requirements - Crystal Bay Travel Park

This Addendum of April 5, 2000 to Drawing "A", referring to Rules & Regulations - Article IV., Section B, increases the setback to 5' (from 1') from Lot Line.

It applies to placing or replacing any Unit on a Lot. Existing Units remaining 'as is' are "grandfathered"

# Appendix B

## RULES & REGULATIONS

L/L = Lot Line

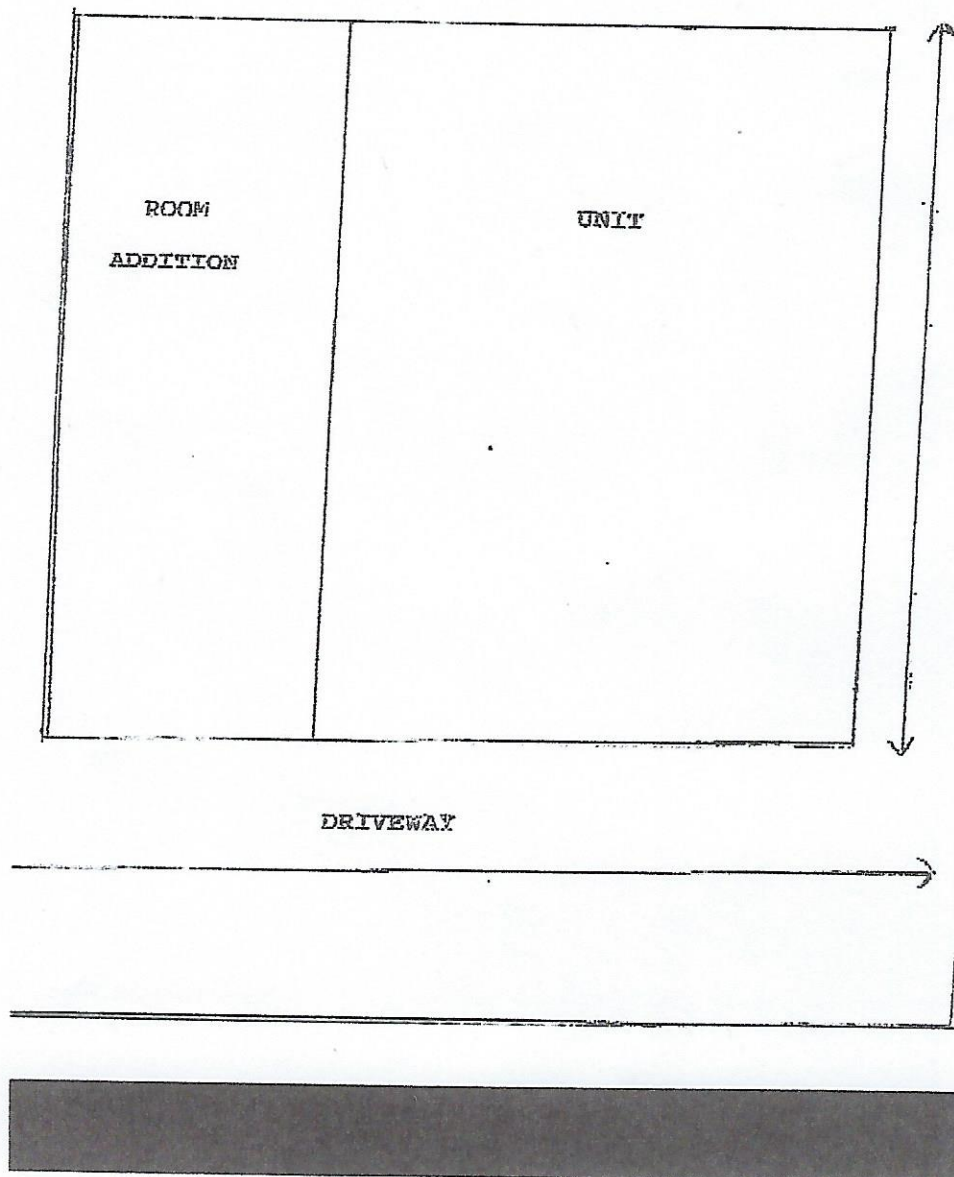
EE Rule IV.      DRAWING "B"

(Show all dimensions

- NOT TO SCALE -

SITE

Plan





2

CRYSTAL BAY TRAVEL PARK, INC.  
2002 KETCH CIRCLE, PALM HARBOR, FLORIDA 34683

PLEASE ATTACH A COPY OF YOUR VALID DRIVER'S LICENSE/S TO THIS FORM  
Please fill in completely

DATE: \_\_\_\_\_

APPLICATION for APPROVAL of LONG TERM RENTERS:  
(Over thirty (30) days to maximum of one (1) year)

I/We apply to the Board of Directors for approval of the following people to rent my home/lot # \_\_\_\_\_  
at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

PROPOSED RENTERS: (please print or type)

NAME

DOB

HOME ADDRESS

1. \_\_\_\_\_

2. \_\_\_\_\_

Home Tel. # \_\_\_\_\_ Cell# \_\_\_\_\_

Renewal from previous year yes \_\_\_\_\_ no \_\_\_\_\_

Same lease terms as previous year yes \_\_\_\_\_ no \_\_\_\_\_ N.A. \_\_\_\_\_

EMERGENCY CONTACT FOR RENTERS:

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_  
TEL# \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_

The shareholder attests that he/they have provided the proposed renter with a copy of CBTP Rules and Regulations. The proposed renters have read, understand, and agree to abide by the Rules and Regulations. The Board of Directors has the right to refuse admittance to any prospective renters under the age of 55, and to further comply with the Fair Housing Act. We also understand that any activity which would interfere with other shareholders' enjoyment, homes/lots or the common elements of the Park will be just cause for possible eviction and disapproval of any future renting in the Park. The shareholder who is renting his property agrees that he/they will take full responsibility for any and all damage to any shareholders' property or the common elements of the Park.

In addition, for the protection of all shareholders and for the protection of the Park, and to meet fire codes, both the shareholder and renters agree that the unit has a smoke detector and that it has been tested and is in good working order. \_\_\_\_ Please check here

CRYSTAL BAY TRAVEL PARK WILL COLLECT A \$100 NON-REFUNDABLE FEE EACH TIME A SHAREHOLDER'S PROPERTY IS RENTED. A fee will not be collected for a renewal in a subsequent year with the same lease terms as the previous year.

\_\_\_\_\_  
SIGNATURE(S) OF SHAREHOLDER(S)

\_\_\_\_\_  
SIGNATURE OF PROPOSED RENTER(S)

APPROVED AND DATED \_\_\_\_\_ FOR THE BOARD OF DIRECTORS



## Appendix D

CRYSTAL BAY TRAVEL PARK, INC.  
2002 KETCH CIRCLE  
PALM HARBOR, FLORIDA 34683

### APARTMENT RENTAL AGREEMENT

1. Reservations for Apartment Rental to family members of Shareholder(s) are accepted from OCTOBER 1 to DECEMBER 1st for anytime during the season, with the following exceptions:

EXCEPTION: CHRISTMAS - Reservations for the week before or the week after Christmas must be made by JULY 1st of the same year. Applications will be approved on a "first come - first serve" basis. The maximum limit is one (1) week only and consecutive years will not be permitted unless that week is not taken.

EXCEPTION: EASTER - Reservations for the week before or the week after Easter must be made by OCTOBER 1st of the previous year. Applications will be approved on a "first come - first serve" basis. The maximum limit is one (1) week only and consecutive years will not be permitted, unless that week is not taken.

If someone reserves a week at Christmas, they cannot reserve a week at Easter, unless that week is not taken.

2. All available time slots open as of DECEMBER 2nd may then be rented to guest(s) of Shareholder(s).

3. The maximum limit is two (2) weeks - for family or friends. Each week starts on a Saturday and ends on a Saturday.

HOURS: 11:00 A.M. check-out                      4:00 P.M. check-in

4. One half of rent is due at the time reservations are made along with a \$100.00 refundable security deposit.

5. Balance due at time of arrival or occupancy.

6. Deposit is refundable if cancellation is made up to two (2) months prior to the reserved date.

7. Deposit is refundable within the two (2) months prior to the reserved date if the apartment is rented to someone else for that time. If not rented, deposit is then forfeited.

8. Children are welcome, but if eighteen (18) years or older, there is a charge of \$5.00 each, per night.



9. Current rental fees per week are for two (2) adults and children. Four (4) adults are the limit, and an extra charge of \$5.00 for each adult over two per night is added to the weekly rate. When available, there will be a charge per night for stay less than seven (7) days.

Please see Park Administrator for current rates.

10. The security deposit will be returned by mail after the apartment has been vacated and deemed to be left in good conditions per the instructions posted in the apartment. Appendix D1

11. Close apartment windows anytime when leaving the Park.

12. The Recreation Hall is used early, so please bear with any inconveniences this may cause.

13. Clearing of the apartment after check-out is available for a \$50.00 charge. This must be arranged with the park administrator when the apartment is reserved.

#### SHAREHOLDERS(s):

Shareholder(s), who sponsor guests(s) for rental of the apartment, whether family or friends, are responsible for:

1. Balance of rent due to be paid upon arrival.
2. Rain damage (see #10 above) or any other damage to the Apartment, Park property and Shareholder(s) properties.
3. Keys returned to the Park Administrator.

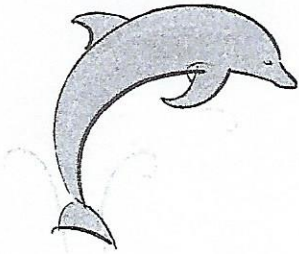
Encourage renters to report malfunctions, necessary repairs or suggestions to either the Park Administrator or a responsible Shareholder, who should then relay this information to the Park Administrator for correction or repair.

Thank you for your cooperation in helping to maintain the apartment in good condition.

BOARD OF DIRECTORS



Appendix D1



**CRYSTAL BAY TRAVEL PARK, INC.  
2002 KETCH CIRCLE  
PALM HARBOR, FL., 34683  
727-483-9275**

**WELCOME TO THE APARTMENT**

**PLEASE REMEMBER, CHECK-OUT TIME IS 11:00 A.M.**

**PLEASE OBSERVE THE NO SMOKING RULE IN THE APARTMENT.**

**WI-FI IS AVAILABLE IN THE BUILDING THE CODE IS 3e4afd1045**

**TO ENSURE THAT THE APARTMENT IS READY FOR THE NEXT OWNERS USE, PLEASE  
TAKE CARE IN DOING THE FOLLOWING:**

**ALL LINENS AND TOWELS ARE TO BE WASHED AND BED TO BE MADE UP WITH  
CLEAN LINENS. THE LINEN CLOSET IS TO THE LEFT OF THE BATHROOM DOOR.**

**KITCHEN APPLIANCES SHOULD ALL BE CLEAN. PLEASE REMOVE ANY AND ALL  
FOOD ITEMS IN REFRIGERATOR OR CABINETS THAT YOU MAY HAVE PURCHASED.  
TAKE OUT ALL TRASH. PLEASE CLOSE AND LOCK ALL WINDOWS.**

**THE BATHROOM IS TO BE CLEANED, THIS DOES INCLUDE THE TUB, SINK AND  
TOILET. YOU WILL FIND CLEANING ITEMS UNDER THE BATH SINK.**

**PLEASE USE THE SWIFFER DUST/ WET PADS AND SWIFFER THE NEW VINYL FLOOR.**

**WE HOPE YOU ENJOY YOUR STAY. PLEASE REMEMBER THAT YOUR SPONSOR IS  
RESPONSIBLE FOR THE APARTMENT IF YOU DO NOT TAKE CARE OF THE ABOVE .**

**SHOULD YOU HAVE A MAINTENANCE ISSUE WHILE YOU ARE HERE, OR ANY  
QUESTIONS, PLEASE CALL THE OFFICE # (727) 483-9275**

**THANK YOU, BECKY, PARK ADMINISTRATOR**

## Appendix E

Date: \_\_\_\_\_

Board of Directors  
Crystal Bay Travel Park, Inc.  
2002 Ketch Circle  
Palm Harbor, Florida 34683

Attn: Board Members:

I plan to install boat davits on Lot No. \_\_\_\_\_.

I understand and agree that I will be responsible for any damage to the seawall which results from installation of and use of the boat davits.

Respectfully,

\_\_\_\_\_  
\_\_\_\_\_

APPROVED:

\_\_\_\_\_  
President of the Board of Directors

Refer to Rules & Regulations, Article V, page 6.



## Appendix F

Provide a concrete base for the davit (see below) heavy enough to more than offset the weight of the boat. Dig two holes of the necessary size directly behind the seawall. If possible, both holes should be placed so that when poured the concrete will encompass one of the seawall tie-back rods. Pour the concrete and level base flush with top of seawall. Insert 5/8" dia. x 8" long bolts into the soft concrete, leaving 1 1/2" of the bolts above the concrete. (Locate bolts by use of a template made to match davit base.) All of the bolts must be in the concrete base except the front two which may be anchored in the seawall cap. After the concrete has set, the template may be removed. The davits may be bolted down several days later, but the boat should not be hung on the davits for at least one week.

### POURING THE CONCRETE FOUNDATION

TOTAL WT. OF BOAT	TOTAL CUBIC YARDS OF CONCRETE (PER HOLE)*	VARIATIONS
600 - 800 lbs.	1/4 yard	If extended davit arms are used, add additional 1/2 yard of concrete to each foundation to counter-out additional cantilever loading on the extended davit system.
800 - 1400 lbs.	1/2 yard	
1400 - 2500 lbs.	3/4 yard	
2500 - 3500 lbs.	1 yard	
3500 - 5000 lbs.	1 1/4 to 1 1/2 yards	
5000 - 7000 lbs.	1 1/2 to 2 yards	
7000 - 10000 lbs.	2 yards (minimum)	

\*CONCRETE 1000 lbs/cu yd, 4" slump

OPTION 1:

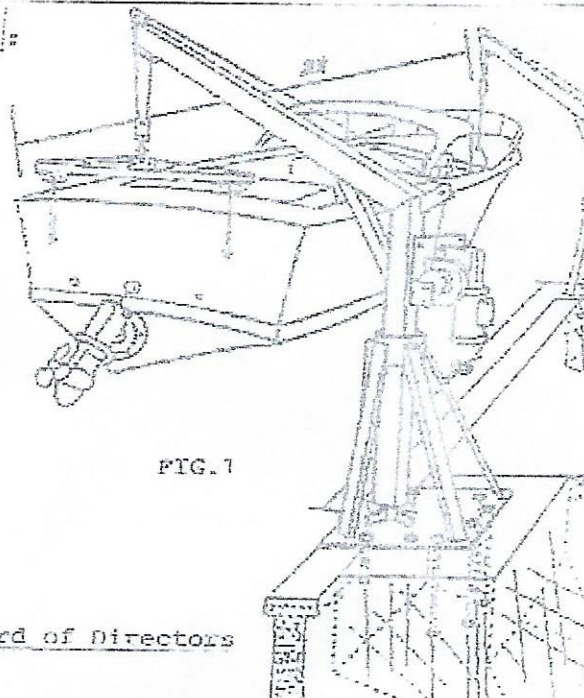
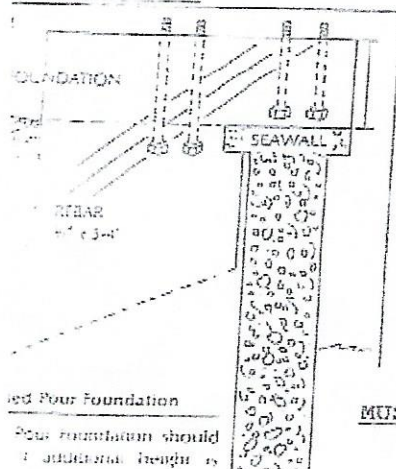


FIG. 1

OPTION 2:



ed Pour Foundation  
Pour foundation should  
1 additional height is

MUST SEE Board of Directors



Article IV Section C. Appendix G  
(Lot & Unit Improvement Request Form)

Date: \_\_\_\_\_

Board of Directors  
Crystal Bay Travel Park, Inc.  
2002 Ketch Circle  
Palm Harbor, Florida 34683

Attn: Board Members:

I plan on making improvements to my Lot/Unit at Lot # \_\_\_\_\_

Type of Improvement: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Attached is a plan/sketch of the work to be done.

I understand and agree that it is my responsibility to obtain a building permit from Pinellas County if one is required to perform the requested improvements to my property. I further understand and agree that I must present a copy of the permit (if required) to the Board prior to commencement of the work.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date:

Approved: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Board of Directors

Refer to: Rules & Regulations Article IV Building Codes