

may fish with children under the age of 16. All lake fish management rules apply.

Annual Fishing Permit Fee – SLHOA#1 & Guests - \$5.00  
SLHOA#2 residents only, no guests - \$5.00  
Fee is from October 1 to October 1 and is not prorated.

Daily Fishing Permit Fee – SLHOA#1 & Guests - \$1.00  
SLHOA#2 residents only, no guests - \$1.00  
Fee is from October 1 to October 1 and is not prorated.

- 10) As authorized by the Board of Directors, the Anglers Club of Sun Lakes may provide volunteer wardens. Their function is to help enforce the above-published rules. Your cooperation is appreciated.
- 11) For the months of February, March and April of each year (the spawning season) all fish caught must be returned to the lakes. By returning the fish to the lakes during this time, our fish population will increase without a restocking program which is quite costly.
- 12) Only one (1) fishing rod per person. No rods are to be left unattended such as leaving out overnight.
- 13) No throw nets, minnow traps, seines, or any other fish traps are allowed at any time on any lake in Sun Lakes #1. No small fish may be caught by any means in any Sun Lakes #1 Country Club lake for the purpose of being used for bait.
- 14) Barbless hooks MUST be used for fishing at all times.
- 15) No retrieving of golf balls is allowed (except by authorized personnel).
- 16) Catch & release only on Lake #6.
- 17) All Sun Lakes Anglers Club current members are eligible for fishing permits.

#### WILDLIFE FEEDING

It is a violation of our rules and Arizona State Law (ARS13-2927) to feed the wild animals, including cats, and especially ducks and coots. By doing so, it causes an over-population problem as well as a health hazard.

## SECTION P

### PITCH AND PUTT COURSE

Play will follow the rules of golf. No practicing with long irons (use the driving range). Use of the course is on the "first come, first served" basis. Be courteous, do not hold up play, repair ball marks.

THIS COURSE IS FOR PLAYING PITCH AND PUTT GOLF ONLY. IT IS NOT TO BE USED FOR PLAYING CATCH, TOUCH FOOTBALL, OR WALKING DOGS, ETC.

#### RULES

- 1) Holes must be played in sequence - starting at No. 1 (no cutting across).
- 2) A player is allowed to play only one ball when the course is crowded.
- 3) A player may play no more than two balls when the course is not crowded.
- 4) The use of driving range balls on the pitch and putt course is prohibited.
- 5) There shall be no intentional shooting over holes for the purpose of practicing longer shots.
- 6) Children under 19 years of age must be accompanied by a homeowner or a guest with a valid guest pass.
- 7) GOLF CARTS ARE NOT ALLOWED ON THE PITCH & PUTT GOLF COURSE. PLEASE USE PARKING LOT NEAR TENNIS COURTS.
- 8) Shirts are to be worn at all times. No swimsuits allowed.
- 9) No pets on the course.

## SECTION Q

### GOLF

The Sun Lakes Country Club golf facility is owned by Sun Lakes Homeowners Association #1, a non-profit corporation established for the benefit of the members. Each property owner is automatically a member. In order to play golf, greens fees must be paid. Additional membership in the Sun Lakes Men's Golf Association, Sun Lakes Women's Golf Association and Ladies "Niners" is optional.

1. RULES

All play is under U.S.G.A. rules. Local rules are posted in the Pro Shop and are established by the Board of Directors with recommendations from the Association's Golf Committee, the men's and ladies' golf associations and the golf club management. These rules may change from time to time.

2. TEE TIMES

Rules for tee times are intended to preserve the privileges of Sun Lakes Country Club homeowners and are reviewed and revised as required. (See Paragraph 8)

3. GOLFERS IDENTIFICATION REQUIREMENT

All golfers are required to present their annual green fees card or receipt to the Starter of Patrol Officer on duty. Golfers must have their green fees cards or receipts in their possession when on the course. To obtain the homeowner's daily rate or the renter's rate, Association cards must be presented.

4. DRESS CODE

Dress code applies to the Sun Lakes Country Club golf course, practice areas and the entire Pro Shop. All men and women using these facilities must wear proper attire. (See Clubhouse Section J-3 for Dress Codes)

Proper Footwear

Golf shoes, sneakers or rubber soled shoes must be worn on the golf course and driving range. Any footwear that will damage the greens is strictly forbidden. Metal spikes are prohibited in the golf shop and lounge area and on the golf course.

5. CARTS

a) Electric Carts

Only battery-operated (electric) carts are allowed on the course. (No gasoline carts.)

Access will be accomplished on a 90 degree angle from and back to the cart paths. (Unless it is determined by the golf superintendent that the 90 degree rule should be suspended. In which event – CARTS MUST BE KEPT ON THE CART PATHS.)

Carts must be parked on cart paths in the marked areas behind the greens while players hole out.

After a group completes play, they cannot drive their golf carts through another golfing group. They must either wait or take another route, not using the golf course.

Please exercise good judgment in cart usage.

b) Pull Carts

Pull carts are to be kept 10' from edge of greens and cannot be pulled between the sand traps and greens.

c) Golf Carts (effective March 1, 2012)

Golf carts for a group shall be limited to 1 cart for a twosome, 2 carts for a foursome and 3 carts for a fivesome. Penalties for noncompliance: After the first offense, a verbal warning will be given; after the second offense, a letter will be sent informing the person(s) that their golf privileges have been suspended for 2 weeks; after the third offense, a letter will be sent to notify the offender(s) that they are to appear before the Board for further action. The responsible person for enforcing penalties for noncompliance will be Sun Lakes Country Club Golf Pro, or in his absence, his designated employee. (Approved by BOD 2/1/12)

6. ANNUAL GOLF GREENS FEES AND ANNUAL ASSOCIATE GREENS FEES

Annual Golf Greens Fees

Only Sun Lakes residents in good standing, who pay annual dues and whose names appear on their property deeds, are entitled to purchase prepaid annual greens fees. (In addition, where there is only one person named on the property deed, one other person residing in the same household is also entitled to purchase annual greens fees. Under no circumstances can there be more than two [2] persons per lot entitled to purchase annual greens fees.)

The amount for the annual greens fees shall be established for each fiscal year by the Board of Directors.

Yearly greens fees for the period October 1 through September 30 may only be prorated once by a homeowner who has never purchased an annual greens fee previously. The prorated fee shall not be less than 25% of the total yearly greens fee (i.e., July, August and September). Prorated annual greens fees must be paid through September 30 of each year.

Annual greens fees for golf shall be non-transferable unless approved by the Board of Directors.

Annual greens fees will be refunded upon the death of a member. Under such circumstances the Association will refund, on a prorated basis, the balance of the annual greens fees to the remaining resident survivor. The Board will consider

applications for refunds of greens fees to the remaining resident survivor. The Board will consider applications for refunds of greens fees in the case of a medical illness occurring within the first sixty (60) days, substantiated by a doctor's certificate. The certificate must state the homeowner's inability to play for the remainder of the year. The refund may not exceed ten (10) months of the total greens fees paid. **(Approved by BOD 1/2/13)**

The following is the procedure for buying annual greens fees:

- a) Yearly greens fees are due each year on November 1st and must be paid in full in the Accounting office.
- b) The members will receive an annual membership card which entitles them to play golf.
- c) Golfers will need this card to verify to Association employees or Rangers that they are entitled to play on the golf course.
- d) Privileges will be revoked until dues are current.
- e) The annual greens fees card will have the following information:
  - 1) Member's name
  - 2) Member's signature
  - 3) President's signature
  - 4) Member's account number
  - 5) Card number
  - 6) Statement that card is non-transferable and nonrefundable and may be forfeited if used by another person

#### Annual Associate Greens Fees

All the rules relating to annual associate greens fees are the same as noted above, with the exception that associate greens fees are for Sun Lakes 2 and Sun Lakes 3 homeowners as well as renters from all of Sun Lakes, including all phases, Renaissance and apartments.

### 7. ASSOCIATION GOLF COMMITTEE GUIDELINES

- a) Appointed by the Board of Directors.
- b) Responsible for the coordination of golf operations and its facilities.
- c) The members of this committee shall be:
  - 1) Chairperson (appointed by the Board President)
  - 2) Current President, Sun Lakes Men's Golf Association
  - 3) Current President, Sun Lakes Women's Golf Association
  - 4) Current President, Niners
  - 5) Five (5) members at large (selected by Chairperson) subject to the approval of the Board of Directors

(If any President of one of the Golf Associations cannot attend a meeting, another officer can be designated by their President.)

- d) The non-voting members of this committee shall be:
  - 1) Board of Directors Liaison (appointed by the President of the Board of Directors)
  - 2) Golf Course Superintendent
  - 3) PGA Golf Professional
  - 4) Administrator

This committee is charged with the responsibility of representing and protecting the interests of all those concerned with the operation of the entire golf facilities.

8. SCHEDULED TEE TIMES

The following is the Tee Time drawing procedure as adopted by the Golf Committee:

- a) Slips for Wednesday and Thursday Tee Times may be deposited in designated day boxes at the Pro Shop on the previous Friday, Saturday or Sunday until lounge closes.
- b) Slips for Friday Tee Times may be deposited in designated box at the Pro Shop on previous Monday and Tuesday until lounge closes.
- c) Slips for Sunday and Monday Tee Times may be deposited in designated day boxes at the Pro Shop on the previous Wednesday and Thursday until lounge closes.
- d) The original sheet of Tee Times will be at the starter's desk. It will be copied in duplicate to be placed at the following locations:
  - 1) In the entrance of the Pro Shop Lounge
  - 2) On the outside bulletin board of the Pro Shop

Shotgun Tee Times

Function

The plan of implementing a 3-shotgun start on a daily basis during peak season (November - April) comes from certain area courses, who have already exercised this option with great success. Though it took a certain amount of time to educate the membership to understand the step process, it proved to be mutually beneficial for everyone. How this plan functions is as follows:

Open Play tee times are filled in the order the requests are drawn.

When one shotgun time is filled, the next request drawn will be assigned to the next closest 18-hole shotgun or starting time.

i.e., example: If you requested the 11:30 shotgun time and that shotgun is filled when your request is drawn, YOU WILL BE ASSIGNED TO THE 8:00 shotgun time. The draw process will then be repeated for the 8:00 shotgun.

Daily Shotgun Times: Open Play

Daily shotgun tee times as set by the Golf Pro on a seasonal basis.

Morning shotguns will have 3 hours 30 minutes to complete 18 holes. This would allow 12.5 minutes per hole.

If a shotgun is delayed due to frost, slow play or any other circumstances and players are unable to finish in the allotted time, the players on the course will be encouraged to finish as fast as possible. A following shotgun may be delayed or canceled, if necessary.

9. PRO SHOP CREDIT BOOK

Credits have asset date of May 31st each year when the credit on the books must be used. On June 1st you start earning credits for the following year. The exception will be winnings made during May, you have the option of spending those credits this season or holding them over for the next season.

10. RANGER PROGRAM (Discontinued by BOD eff. 7/17/11)

All golfers will be expected to cooperate with the Ranger's efforts to keep play moving and proper usage of the golf facilities.

A record of persons violating any of our golf course rules will be kept at the Pro Shop after a verbal warning has been given to the individual. If non-compliance continues by a member, guests or a renter, said offender may, at the discretion of the Head Golf Pro, be required to appear before the Board of Directors of SLCC, who may impose a penalty involving the temporary suspension of their golfing privileges.

11. MEN'S AND WOMEN'S ORGANIZED TOURNAMENT DAYS

The golf course will be made available for women's golf club play on Tuesdays and men's golf club play on Thursdays. The respective clubs will work with the Golf Pro to determine the method and times of tournament play. The Golf Pro is responsible for the efficient use of the golf course and will have final authority. The Niners will be scheduled at a specific, consistent time every Tuesday, except those Tuesdays when special events are held. The above changes are effective November 1, 2004. All other golfing facilities such as the Pro Shop, lounge, driving range, putting green, etc., remain open to every qualified member, their guests, renters and all other Sun Lakes residents. Participants in tournaments must be a member in either the men's or women's golf clubs.

If the driving range is full, it is the Pro Shop's duty to ask someone to step aside on Tuesday and Thursday mornings so those participating in league play will have the opportunity to practice before league play begins.

12. HOLE-IN-ONE AND EAGLE - \$20 GIFT CERTIFICATE  
A \$20 Gift Certificate will be paid to Sun Lakes residents who make a hole-in-one or an Eagle during all authorized league play tournaments.
13. RECIPROCAL AGREEMENT  
See Reciprocal Agreement, Section DD.
14. GOLF COURSE ENTRY FEES AND SIDE ACTIVITIES POLICY  
The Association's policy for entry fees is that tournament prizes will be given only in merchandise or merchandise chits redeemable at the Association's Pro Shop. The chits can only be redeemed for Pro Shop merchandise such as golf balls, clothing or golf equipment. They may not be redeemed for cash, bar beverages or food.
15. GOLF COURSE/CART PATH USAGE  
The golf course cart paths are for the primary use of golfers. Non-golfers are not allowed on the golf course during daylight hours.

## SECTION R

### SHUFFLEBOARD

#### RULES

- 1) No walking on shuffleboard courts.
- 2) Guests must have a valid guest pass.
- 3) No persons under the age of 19 may play unless accompanied by a homeowner or a guest with a valid guest pass.
- 4) Clean shuffleboards after play.
- 5) Return equipment to storage locker.

## SECTION S

### CERAMICS POLICY & WOODWORKING SHOP POLICY

#### CERAMICS POLICY

All students must have a rudimentary knowledge of the four phases of ceramics (cleaning, glazing, under-glazing and staining). Otherwise they must take a beginner's class. This decision to be determined by the staff of the ceramic shop.

Students must have proper tools with which to work.

Only ceramic staff members are authorized to use the kilns.

#### WOODWORKING SHOP POLICY

The woodworking shop is located next to the golf course maintenance building. The entrance is approximately one block east from the Sun Lakes Chapel.

For safety and security reasons, only persons who have been approved by the Sun Lakes Country Club Sawdust Club may use the power/electrical equipment. Guests are not allowed to use this equipment. Contact the desk at the clubhouse if you are interested.

**IN ADDITION, YOU CANNOT OPERATE THE EQUIPMENT BY YOURSELF.** Two (2) persons (one certified) must be present. Certification must be renewed annually. Certified persons are automatically members of the Sawdust Club. The Sawdust Club (woodshop) certification and membership is restricted to Sun Lakes Country Club residents. A certification fee is required and payable to the Sawdust Club.

**Smoking is not allowed in the woodshop.**

## SECTION I

### COMMUNITY ORGANIZATIONS & ACTIVITIES

#### Organizations and Activities

For a complete list of activities and organizations, visit the Resource Center.

When an "activity" obtains the services of a "paid" instructor, and/or uses materials which must be purchased, these costs will be borne by the participating members of the group. Any group requiring storage of equipment may be assessed a storage fee.

## SECTION U

### VEHICLES

#### 1. PARKING

It is suggested and recommended that there be no on-street or cul-de-sac parking at any time except for approved deliveries, pick-ups or short-time visitors. Parking on landscaped areas is prohibited. (See below regarding guest's vehicles.)

Patrol will notify the Maricopa County Sheriff's Office to tag vehicles that are illegally parked on County streets. If the vehicle is not removed, the Sheriff will tow and impound the vehicle.

No vehicle may be parked on Association property for the primary purpose of selling the vehicle. There is no overnight parking of any vehicle on Association property without prior approval from Patrol.

Vehicles illegally parked on Association property or on residential lots will be handled as any other Association rule enforcement matter. (See Section E, Enforcement Procedure)

All passenger vehicles for guests will be allowed up to 72 hours to park on public streets within the Association's boundaries. If the vehicle stays longer than 72 hours, special arrangements will have to be made with Patrol.

#### 2. TRUCKS

The position of Maricopa County on the parking of large trucks in a single-family residential district is as follows:

"The parking of large trucks is not listed as a permitted use nor is it considered a 'normal' accessory to a single-family dwelling use. Therefore, we would not be able to authorize the parking of large trucks on lots located within any single-family district."

Accordingly, and consistent with the position of Maricopa County as mentioned above, all trucks (excluding pick-ups, vans and panel trucks) are not to be parked on any lot or on public streets within Sun Lakes Country Club. However, trucks may be parked on a temporary basis for the following reasons:

- a) Moving vans to move Sun Lakes Country Club residents in or out.
- b) Trucks making deliveries.
- c) Trucks providing maintenance services (i.e., foam roofing, landscape contractors' trucks, building contractors' trucks, etc.).

3. MAINTENANCE

Vehicles may not be dismantled, repaired, reconstructed, renovated, or have major motor work in Sun Lakes Country Club. Nominal maintenance procedures such as oil changes, tire changes, etc., will be permitted. All nominal maintenance work must be started and completed on the same day.

4. RECREATIONAL VEHICLES

A recreational vehicle shall be defined as any vehicle, which is designed by its manufacturer to be a recreational vehicle, regardless of its designation by the manufacturer and regardless of interior or exterior modifications made subsequent to manufacture. This definition shall apply to all vehicles regardless of height, weight, interior space or length. A recreational vehicle shall not be defined by any statutory definition, but rather by its use in ordinary language and is meant to include, but not limited to, vehicles which are designed to sleep in, eat in and be in, as opposed to vehicles for traveling and transporting things or people. Golf carts are not considered recreational vehicles as far as the CC&R's are concerned and may be parked on any lot. All vehicles will be judged by their appearance, without consideration of special licensing efforts by the owner.

No camping trailer, boat trailer, travel trailer, boat, motorhome, pick-up camper unit, or other recreational vehicle or towed conveyance may be stored overnight on any lot within Sun Lakes Country Club without prior permission of Patrol. Further, none of the above shall be kept, placed, maintained, constructed, reconstructed or repaired on the common areas, streets or on any lot within Sun Lakes Country Club.

Homeowners and/or guests will be allowed up to 72 consecutive hours to park their RV's in Sun Lakes Country Club for cleaning, packing, unpacking and minor maintenance, such as spark plugs, tires, etc. This may be done no more than two times in any 30-day period. Slide Outs can only be open on the curb side of the street.

As a convenience for the guests and residents, guests may reside in their RV's, subject to the parking limit regardless of the circumstances. Therefore, if your guests plan to stay more than the 72-hour limit, they may rent temporary space in the developer's RV parking lot (phone - 895-0791).

Robson Communities provides, for a fee, fenced in, lighted, and Security-patrolled storage areas for homeowners. The RV area has a dump station and wash station.

Spaces are assigned by the RV office, on Fairway Blvd. across the street from Fire Station #1, and they can be reached by phoning 895-0791.

Homeowners and/or guests with RV units will be given short-term rental rates in the same storage areas while visiting in Sun Lakes Country Club.

5. VANS

A van shall be considered the same as a passenger vehicle and may be parked on any lot within Sun Lakes Country Club. Vans are generally defined as vehicles designed by the manufacturer to be utility vehicles, that is to carry persons or property from place to place and are designated as such by the manufacturer. Any subsequent modification by another manufacturer other than the manufacturer of the chassis shall not disqualify the vehicle or change its classification to that of a recreational vehicle. Any van greater in width than 7' shall be disqualified.

6. PARKING FOR UTILITY AND CAMPING TRAILERS, AND BOATS ONLY

"On any lot" means that portion of the lot outside the boundaries of the constructed/manufactured home including garages or carports.

Utility and camping trailers, and boats may be stored in a garage or enclosed carport providing that the trailer or boat is not visible from the street or adjoining lot.

If an owner desires to store his/her trailer or boat in a garage or carport, the garage or carport must not be altered in such a way as to be in violation with the following architectural rule:

- a) These structures may not be converted for use as storage places for more than the number of vehicles for which they were originally built; i.e., following any type of conversion, a two-car garage or carport must still permit two-car parking.
- b) Openings for carports and garages must not exceed 7' in height. All garage doors must be of the overhead type.
- c) Driveways and garage or carport floors may **NOT** be lowered to accommodate motor homes or similar large vehicles.

WIDTH REQUIREMENTS FOR ALL VEHICLES

No vehicle which is greater in width than 7' may be stored overnight on any street or lot within Sun Lakes (except for loading/unloading purposes).

7. GOLF CARTS

Golf carts driven on Association property should be done so in a safe, prudent and courteous manner and only by a person **with a valid driver's license**. (Golf carts may only be driven on streets with posted speed limits of 35 mph or lower.)

## SECTION V

### HOME/LOT MAINTENANCE AND SERVICE, ASSOCIATION TREES, WINDOW COVERINGS AND PROPERTY BOUNDARIES

The Association maintains the "common areas," e.g., the "greenbelt," golf course, lakes, and the clubhouse and grounds.

Residents may request the Association to remove trees behind their homes in the Association common areas under the following conditions:

- 1) The cost to remove a tree shall be shared equally by the Association and the requesting owner.
- 2) Adjacent neighbors' written approval is required, with the exception of the removal of eucalyptus trees.

Maintenance of homes and landscape is the responsibility of the owners on record. If your property becomes unsightly, the homeowner will be given notice to correct the violation immediately. Landscape issues will include, but not be limited to weeds, trees, bushes, shrubs, flowers, cactus, lawns, items associated with irrigation systems, and any deficiency that would have a negative visual impact on the property. If deficiencies are noted, the owner will be given written notice. First Violation Notice: 14 days to correct. Second Violation Notice: 14 days to correct, if the deficiency has not been corrected the homeowner shall be fined \$50.00. Third Violation Notice: 14 days to correct, if the deficiency has not been corrected, the homeowner shall be fined \$100.00 and \$10.00 per day until the deficiency has been corrected. Homeowners have the right to appeal. Please understand that if the homeowner does elect to appeal, the fine will remain in place throughout the appeal process, that is at the level of the fine effective on the day of the appeal.

### WINDOW COVERINGS

Window coverings other than those made of customary materials shall not be permitted to remain beyond thirty (30) days. Aluminum foil, Styrofoam, insulation and car sun screens are not to be used as window coverings at any time during the year.

### PROPERTY BOUNDARIES AND LANDSCAPING

The Association will not determine whether landscaping (trees, shrubs, etc.) encroaches onto the neighbor's property.

Trees and shrubs do not respect boundary lines. Some property owners are distressed by this.

Most of us do not mind if a neighbor's landscaping hangs over onto our property. Some do, however, especially if the encroaching growth is messy.

You need not tolerate overhanging plants and trees if they bother you. Arizona law provides a remedy.

Before you exercise legal rights, you should speak with your neighbor about the problem. An amicable solution is always preferable to confrontation.

If you cannot informally solve the problem, however, you may take the law and the pruning shears into your own hands. You are legally entitled to cut back encroaching landscaping to your own property line. You have this right even though your grooming may result in a peculiar-looking tree or shrub.

You could sue your neighbor to force him or her to do the trimming, but it is generally not recommended to do this. In most cases, it will be simpler and cost less to do the pruning yourself.

Property owners should visualize their boundary lines as extending vertically into the air. Plant material that offends your neighbor should not penetrate these invisible planes.

A somewhat different rule governs "boundary line" growth. This term applies to landscaping material that is planted on a boundary line separating two properties.

You or a prior owner of your property may have agreed with a neighbor to plant trees or shrubs on the boundary line between your lots. This landscaping is jointly owned by you and your neighbor.

You may trim boundary line growth, but you may not generally damage, destroy or remove it without your neighbor's permission.

People are possessive about their property rights. Some are very serious about them. As a result, property disputes can spin out of control.

As with all legal rights, you should exercise common sense and discretion in enforcing your property rights.

If you find yourself on the receiving end of a neighbor's pruning activity, accept the limits of your property lines.

When you plant new trees and shrubs on your property, plan ahead. Imagine what they will look like when grown. If your five-gallon eucalyptus tree eventually is likely to extend over your neighbor's swimming pool, plant it elsewhere, or not at all.

Always temper your possessive feelings about your property and landscaping with a large measure of common sense. We all must live together in a complex and crowded world.

## SECTION W

### ARCHITECTURAL CONTROL AND SIGNS

#### Architectural Committee Charter

Before proceeding with any additions, exterior painting, decorative alterations, repairs, excavations, or other work, which in any way alters the exterior appearance of any lot or building, approval by the Sun Lakes Homeowners Association Architectural Committee must be obtained. Such approval must be in writing, properly stamped, signed and dated. Refer to your copy of the "Declaration of Restrictions" for your unit which is on file in the office of the County Recorder, Maricopa County, Arizona. (Copies are also available at the Clubhouse office.)

A written application is required for approval by the Architectural Committee. Architectural rules and applications may be obtained at the Community Services office. Applications will only be approved for homeowners who are members in good standing.

Maricopa County also requires that you obtain approval from the Maricopa County Planning and Development Department; e.g., a building permit. You may contact them by calling 602-506-3301.

As authorized by the Deed Restrictions, the Board of Directors has established architectural rules for the Committee to use when approving exterior changes or additions.

### SIGNS

#### Posting of Signs on Lots

The Declaration of Restrictions (CC&R's) for all units in SLHOA #1 state the following:

There shall be no "For Sale" sign of any size, type or shape displayed on any lot within Sun Lakes without written permission from the Association.

As provided, written permission means these rules adopted by the Association.

"For Rent" signs are prohibited. "For Sale or Lease" signs are allowed.

Signs to sell a home or a vacant lot may only be placed on the street side of the house or lot. Signs must not be closer than 6' from the curb. A "sold" rider is permitted during the escrow period. All signs must be removed IMMEDIATELY on the close of escrow.

A "For Sale" sign may only be erected for the purpose of selling the home or lot where it is posted. The sign must be no larger than a standard size real estate sign - 18" x 24". A maximum of two riders may be installed. (Maximum size of each is 4" by 24".) A message tube may also be installed. The post/frame of the sign must not be higher than 72" above the ground and no wider than 30".

One (1) "Open House" sign to designate an official open house and three (3) directional signs are allowed the day of the open house. The signs must be no larger than 24 x 30 inches including the frame.

The use of attention getting gimmicks such as flags, banners, balloons, etc., on any property in SLHOA #1 is prohibited. This rule applies to open houses, garage sales, patio sales, estate sales, etc.

Contractors building or remodeling property must also adhere to these rules:

- 1) Same size and location restrictions as the Association rules for real estate signs.
- 2) Signs cannot be installed until a foundation has been dug.
- 3) Signs must be removed within four (4) months (maximum construction time) or by the date of final inspection by Maricopa County.

#### Garage/Patio and Estate Sales

Three-day garage/patio and estate sales are permitted. One sign in the front yard is allowed. Permits are required for all estate sales and sales by any outside agency on any property in Sun Lakes Country Club and may only be issued every 30 days. See permit form for more information. Forms are available at the Sun Lakes Country Club front desk. A \$25 permit fee is required.

Directional signs are only permitted on the 3rd Saturday and Sunday of each month and on the Friday preceding the 3rd Saturday of each month, with a maximum of three (3) directional signs. The signs are not to be larger than 24 x 30 inches including the frame.

#### Political Signs

As required by Arizona statute, one (1) political sign for county, state, or federal office only, with the maximum dimension of 24 inches by 24 inches, may be displayed on a resident's property within 45 days before an election and 7 days after an election.

#### Security Alarm Signs

Security alarm signs are permitted. A phone number must be posted on the sign, or registered with the Patrol Office, which will enable the police or Patrol Officers to call the alarm company if necessary.

#### Prohibited Signs

**All signs other than those stated above are strictly prohibited without the approval of the Board of Directors.**

#### Event/Function Posters and Banners (Revised 12/7/11)

All posters and/or banners announcing events/functions that take place at Sun Lakes Country Club require prior approval of the Association.

Prior to posting a poster or banner announcing an event/function within the community of Sun Lakes Homeowners Association #1, an application must be completed and submitted to the Activities Department. The application will include the following information:

1. Name, address and phone number of the contact person requesting the poster/banner.
2. Wording to be included on the poster/banner.
3. Size of the poster /banner.
4. Date the poster /banner is requested to be posted.
5. Location that the poster /banner is requested to be posted.
6. Banners shall be no more than a maximum of 3' x 10'.

The Activities Department will be responsible for coordinating the placement of the banners on the banner structures located at the Clubhouse Complex and Association Front Entry.

Applications will be reviewed and approved/denied by the general manager or other staff members to whom this function is delegated.

Posters may not be posted more than thirty (30) days prior to the event/function and banners not more than ten (10) days and must be removed, at the latest, the day after the event/function takes place. Banners will be first placed at the Association Front Entry and then on the day of the event will be placed on the single unit holder located at the Clubhouse Complex if requested.

Posters/banners that are not posted as indicated in an approved application, posted prior to the approved date to be posted or that are not removed by the day after the event/function, will be removed by the Association staff and stored or disposed of if storage of the poster/banner is not feasible.

## SECTION X

### USE OF CLUBHOUSE FOR PRIVATE AFFAIRS & ROOM USE FEES

Subject to prior commitment, SLCC Residents may reserve areas of the Clubhouse for private affairs.

If a SLCC Resident or organization wishes to use the facilities for a seminar to benefit the community, they must pay a room use fee as established in the budget or a fee established by individual Board action. They must reserve the room in advance through the Clubhouse office.

See Section J - Clubhouse -- Facilities Reservation & Use for information on which rooms are available to rent.

### ROOM USE FEES

The following rules apply to room use:

- 1) ALL PRIVATE PARTY EVENTS REQUIRE A SUN LAKES COUNTRY CLUB RESIDENT SPONSOR.
- 2) Room use fees provide that the Association recaptures the costs for administrative expenses and setting up tables and chairs, etc., as requested by the sponsoring resident. A deposit of 50% is required at the time of booking. If the room reservation is cancelled and the room can be rebooked, the deposit will be refunded. As stated in the contract, after 5 hours, there will be an additional charge.
- 3) Private parties may be required to make a deposit with the Association. This deposit will be refunded after the event is held when it is determined that no damage or loss of property has occurred or no additional clean-up was required by the Association. If the Association is required to repair or replace property or do abnormal clean-up, there will be an additional charge.
- 4) Ramada only, at the Oasis, may be reserved by a resident of Sun Lakes Country Club only, and the resident must be in attendance. The Ramada may be reserved for a 4 hour period between the hours of 8:00 am and ending no later than 9:00 pm. Please note that you are reserving the Ramada only, not the pool. The pool is available for your use, but is still open for all residents. Regular pool rules apply. A minimal use fee will be charged and there is no refund. If the association is required to repair or replace property or do abnormal clean-up, there may be an additional charge.

## SECTION Y

### CATERING POLICY

The following rules and regulations have been established:

- 1) The sponsoring resident or organization is responsible for the actions, behavior, etc. of any caterer brought into Sun Lakes Country Club.
- 2) The sponsoring resident will be charged for any damaged or missing property. They will also be charged if additional clean-up is required.
- 3) The caterer must provide all of his own equipment, dishes, supplies, etc. **THE ASSOCIATION KITCHEN FACILITIES AND EQUIPMENT CANNOT BE USED BY CATERERS.**
- 4) All trash generated must be removed. If the Association's dumpster is used, trash must be placed in sealed plastic trash bags.
- 5) See Room Use Fees Schedule for possible additional charges. The Room Use Fee Schedule is in the budget book (copy available at the Clubhouse office).

## SECTION Z

### LIQUOR POLICY

This policy applies to private parties or meetings held in the areas designated under our liquor license. Only liquor purchased through the Association may be served in the Association-designated areas. These designated areas are the Clubhouse facilities and the Pro Shop and golf course facilities including the Pitch and Putt area. This requirement includes any beverage with alcohol, including liquor, beer, wine and champagne.

#### 1. Bar Policy – Liquor Purchase and Use Only

1) Only duly authorized clubs and associations whose membership is comprised of bona fide residents of Sun Lakes or individuals who are members in good standing of SLHOA #1 are eligible to purchase liquor and/or services under this policy.

2) For service clubs only, a designated member of SLHOA #1 or a paid Association bartender shall be present and supervise the dispensing of all spirituous liquors. All private parties must have an Association bartender employed to handle this responsibility.

3) The Club, Association, or host member may employ a SLHOA #1 bartender, if available, at the current hourly rate (minimum two hours) including bar set-up and clean-up time.

4) If the liquor purchased is a stock item that is carried in the Association inventory, all unopened bottles may be returned for full credit. However, if the liquor purchase is NOT a stock item, it CANNOT be returned to the Association. The host must acknowledge this policy in writing if a special order is requested.

#### 2. Audio/Video Recordings and Still Photos (Golf Course Lounge)

Notwithstanding any provision in the declaration, bylaws or any other documents to the contrary, anyone wanting to audio/video record or take still photos of others at the Golf Course Lounge / Patio/ Parking Lot & Pro Shop must get prior approval from the General Manager or his designee.

Persons attending any events at the Golf Course Lounge / Patio / Parking Lot & Pro Shop that wish to take still pictures or audio/video recordings must notify the General Manager or his designee 24-hours prior to the event.

In the event tht the General Manager is not present the Lounge Manager must give permission for any audio/video recordings or still pictures to be taken.

This policy is in place for the privacy of our members and their guests as well as our employees. You are responsible to get the approval of members/guests that are not a part of your party prior to audio/video recording or taking still photos of others at the Golf course Lounge / Patio / Parking Lot & Pro Shop.

Violation of this policy can and will result in the revocation of use privileges for 30-days for each offense. **(Approved by the BOD February 1, 2012)**

## SECTION AA

### FLEA MARKET

The following rules pertain to the monthly Sun Lakes flea market, held in the west parking lot the third Saturday of every month.

- 1) The Sun Lakes Anglers Club will provide volunteers to operate the flea market.
- 2) Display of merchandise for sale will be allowed only in Designated Spaces.
- 3) Sun Lakes homeowners may purchase a permit for allocated space(s), a maximum of three per vendor, for \$5.00 per space. Sale of permits for the use of vending spaces will be on a first come, first served basis, at the Sun Lakes Country Club Clubhouse office, starting on the first Monday after Saturday's Flea Market. If spaces are available, the Sun Lakes Anglers Club may sell spaces the day of the flea market at the site of the flea market. (ALL OF THESE FUNDS WILL BE THE PROPERTY OF THE SUN LAKES ANGLERS CLUB.)
- 4) Effective October 4, 2010, the Board of Directors approved the Association's Flea Market Policy to allow for outside vendors. Outside vendors shall be required to pay the association a \$25 fee and shall supply proof of liability insurance.
- 5) Vendors will not be allowed to occupy or setup reserved space until one (1) hour before the start of the Flea Market.
- 6) The hours of the Flea Market will be set by the Sun Lakes Anglers Club with approval by the Association. Hours will be 6 a.m. - 10 a.m. year round.
- 7) Vendors must leave their space clean. Failure to do so will result in loss of privileges for future flea markets.
- 8) Only those items brought from residents' homes or items made by homeowners qualify for sale at the monthly flea market.
- 9) Merchandise primarily for the purpose of commercial sales from outside Sun Lakes is not permitted.
- 10) Relatives of Sun Lakes residents who do not reside in Sun Lakes are not considered residents.
- 11) Buyers' vehicles and golf carts will not be allowed in the selling area. Sellers' (Vendors) vehicles with merchandise are allowed in the selling area. Two vehicle spaces will be reserved for salespersons on duty for Homeowners Realty near their office.
- 12) Sun Lakes service clubs and organizations may have more than the allocated spaces if it has been approved in advance by the Sun Lakes Anglers Club.

- 13) Large trucks and recreational vehicles are not allowed in the selling area. Vehicles must be parked between the two lines so they only take up one space. Vehicles may not park in golf cart spaces.
- 14) While the sale of clothing is not prohibited at the Flea Market, Vendors will not allow the Clubhouse rest rooms to be used as dressing rooms. Vendors will convey to customers that there are no facilities for trying on of merchandise.

## **SECTION BB**

### **PETITIONS & SOLICITING**

1. **NO SOLICITATION RULE**

No solicitation shall be conducted in or on Association property or on the property of owners that are governed by the Declaration of Restrictions for SLHOA #1 -- without written permission from the Board of Directors of SLHOA #1.

2. **PETITIONS**

Nomination petitions for directors to the Board, special meetings, recall of directors and Bylaw amendments are explained in detail in the Bylaws. Other petitions must adhere to the following procedures:

- a) The Board of Directors may, at times, solicit petitions or opinion polls for the Association but will not be bound by the results.
- b) The Board of Directors will not be governed by unsolicited petitions regarding Association business.
- c) No one may solicit signatures for a petition in Association-owned facilities without prior written approval from the Board of Directors.
- d) Anyone desiring to solicit signatures for a petition must furnish the Board of Directors in writing the following information:
  - 1) Copy of petition.
  - 2) Location where signatures will be solicited.
  - 3) The beginning and ending dates when signatures will be solicited.
  - 4) Be willing to have a sign(s) posted that the Homeowners Association does not take a position in support of or in opposition to the petition.
  - 5) Board approval to allow a petition does not mean that the Board endorses the petition.

**SECTION CC**

**RECIPROCAL AGREEMENTS**

SEPARATE REPORTS -- COPIES AVAILABLE AT OFFICE

## SECTION DD

### MEMBERSHIP IN CLUBS AND ORGANIZATIONS

One of the strengths of Sun Lakes is its many clubs and various organizations. The membership of these groups is limited to Sun Lakes members – meaning ALL members in SLHOA #1, SLHOA #2 and SLHOA #3.

All other people living outside of Sun Lakes are NOT eligible to be members of any of our clubs or organizations. Sun Lakes Country Club is a private club and not open to the general public. In order to comply with our recorded Articles of Incorporation as a non-profit corporation, we must abide by the rules and regulations. In other words, guests cannot sponsor guests.

Therefore, residents of SunBird, Chandler, Casa Grande, Ahwatukee, or any other community, cannot be members of any group using our facilities. Many of us have good friends and acquaintances living outside of Sun Lakes and they are entitled to attend our various activities but only as guests.

There may, however, be other exceptions. Please check at the desk if you have any questions.

Support groups (i.e. AA, Weight Watchers) need not restrict their group to Sun Lakes Residents. Other support groups must receive Board approval before using these facilities.

### CLUB POLICY

“Members can use all available facilities, to become members of all Association clubs using Association facilities and to participate in all activities of said clubs. Therefore, members cannot be told that they can’t be part of a club and that if safety requirements are part of the membership that they should be met. A member has the right to be as active in the club as they feel comfortable with. (“This means that they can avail themselves to all equipment except with equipment that requires approval in order to use it”). Clubs may write their club rules but may not supersede Association Policies and Rules.

Approved by the Board of Directors October 4, 2010.

## SECTION EE

### COLLECTION PROCEDURES FOR MEMBERS' DELINQUENT ACCOUNTS

#### 1. ANNUAL DUES AND SPECIAL ASSESSMENTS

- a) As provided in the Bylaws, accounts that are delinquent in excess of 30 days will be charged a one-time 10% late charge penalty.
- b) As provided in the Bylaws, accounts that are delinquent in excess of 30 days will be charged interest at the rate of 12% (1% per month). Interest is always computed in the arrears. Therefore, the interest will not be charged until after the account is 30 days past due.
- c) A 30-day past due (February & August) account will receive a warning letter of intent to file lien on or about February 1<sup>st</sup> for the first half dues billing and August 1<sup>st</sup> for the second half dues billing which states the following (if the account is not paid in full by 90 days [April & October] from due date):
  - 1) A notice of lien to be filed and a processing fee will be charged to the account.
  - 2) Interest at the rate of 12% will continue to be charged to the account.
  - 3) Your Association voting rights will be suspended until the account is current.
  - 4) As provided in the legal documents, you will be officially informed that until your account is paid up on a current basis, you are no longer authorized to use and enjoy the Association facilities. In addition, the Association department heads will be given this listing to enforce the Board's directive in this matter.
  - 5) The Association will also send all of your account information to its attorney with instructions for him to pursue all legal remedies possible, including foreclosure and court action, to correct this situation. As provided in the Bylaws, the cost of the attorney fees and other related services will also be charged to your account.
  - 6) This letter will be mailed certified mail, return receipt requested and will note that if further correspondence is necessary, it will also be mailed certified return receipt requested at a charge of \$20.00 per letter.
- d) A 90-day past due account will be notified on or about April 1<sup>st</sup> for the first half dues billing and October 1<sup>st</sup> for the 2<sup>nd</sup> half dues billing with the following information:

- 1) Lien has been filed and lien processing fee has been charged. (Copy of lien attached to letter.)
- 2) Officially notify member that until payment is made in full:
  - a) Voting and use rights have been suspended.
  - b) If your account is not paid in full within 30 days, the entire matter will be turned over to the Association's attorney for collection.
- e) After 120 days, the delinquent account is turned over to the Association's attorney to assist in the collection using all legal remedies possible, including foreclosure and court action.
  - 1) A certified, return receipt requested, letter sent to delinquent account advising of above action.
  - 2) Copy of letter to attorney with all other copies of prior correspondence.
  - 3) Board action to authorize attorney to take this action.
  - 4) Any expenses (legal costs, etc.) incurred by the Association to collect delinquent accounts will be charged back to the delinquent account.

2. ALL OTHER CHARGES (LOT MAINTENANCE FEES, GUEST FEES, INTEREST, LIEN PROCESSING, LATE PENALTIES, LEGAL FEES, FINES, ETC.)

The time parameters and policies are the same as for delinquent annual dues or special assessments, except the Bylaws do not provide for 10% late charge penalties. The 12% interest charges on these other charges may commence after 30 days from the date of the charge. Homeowners will be charged \$5 for any and all long distance calls that are made during the course of collections of delinquent accounts.

**SECTION FF**

**SUN LAKES HOMEOWNERS ASSOCIATION #1 REALTY**

Sun Lakes Homeowners Association #1 Realty (known as Homeowners Realty) is established for the members' use for the resale or leasing of the members' property. The commissions earned, less the commissions paid to real estate salespersons, less overhead, will result in a profit to help in the operation of the Homeowners Association. The main purpose, however, is to provide this needed service to the residents.

## SECTION GG

### SOCIAL COMMITTEE

The Activities & Social Director acts as chairperson, and the members are appointed by the Board of Directors of the Association.

The goals of the Social Committee shall be to plan, direct, implement and to encourage participation in activities and social events for the benefit of Sun Lakes 1 residents or homeowners.

All functions of the Social Committee are programmed to be self-sustaining. However, any profits not used derived from the activities are returned to the SLHOA #1 general fund at the end of each year.

In the event the Social Committee wishes to conduct special activities for raising funds, this activity and its purpose shall be approved by the SLHOA #1 Board of Directors before being undertaken.

#### Ticket Selling Rules & Policy for Social Committee Events

During November through March, the Social Committee has the right to give preference to Sun Lakes Country Club residents. Sun Lakes Country Club guests and Cottonwood/Palo Verde/Ironwood/Oakwood residents and guests may purchase tickets.

### ASSOCIATION TICKET SALES

1. TICKETS MUST BE PAID FOR AT TIME OF REGISTRATION AND SALE.
2. Tickets will be sold by the Sun Lakes Resource Center office.
3. There will be no refunds on tickets.
4. For other events (shows, trips, etc.) for which Sun Lakes Country Club cannot return the tickets for refunds: if you purchased tickets but find you cannot attend, responsibility for disposing of the tickets lies with the purchaser, NOT THE SUN LAKES SOCIAL COMMITTEE NOR SUN LAKES OFFICE.
5. If an event has been sold out, there will be an available waiting list at the office.

## SECTION HH

### LOAN OUT OF ASSOCIATION'S EQUIPMENT

The Association does not loan out equipment. Certain items can be rented. Check with the Resource Center for a list of items and fees.

## SECTION II

### PERMITS

#### Manufactured Homes

To be sure the home is placed properly on the lot with the correct setback requirements and exteriors, you must obtain a permit from the Association. Permit forms are available at the Clubhouse. A permit fee of is due and payable at the time the permit is filed with the Association for a new manufactured home. If the manufactured home is not new (but not over eight [8] years old), the permit fee will vary from the fee for a new home.

#### Constructed Homes

As with manufactured homes, you must obtain a permit from the Association. Permit forms are available at the Clubhouse. A permit fee is due and payable at the time the permit is filed with the Association.

Permits are also required for both manufactured homes and constructed homes from Maricopa County. It is the owner's responsibility to obtain them.

## SECTION JJ

### FIREARMS/ETC.

Sun Lakes Homeowners Association #1 prohibits the possession of or shooting of any firearm, air rifle, sling shot, bow or other similar device by any individual while inside any and all Association buildings, including the clubhouse facility and Pro Shop and/or within any Association property including the golf course, green belts and the Oasis. This also includes those individuals who possess a valid concealed weapons permit.

**ATTACHMENT**

See the attached organizational chart that reflects the operation of the Association.

ATTACHMENT