

Ballard Court Condominium No. 3 Association
8996 Kennedy Drive - Des Plaines, IL 60016

Orientation Information Disclosure Statement

1. All Rules and Regulations should be adhered to according to the Bylaws of this association.
2. New Owners **must have** received a copy of the Association's **Declaration, Bylaws, Rules and Regulations** (Condominium Documents), **2017 Lease Declaration Change**, and have at the time of orientation the opportunity to ask questions about the associations and the Condominium Documents. **Renters must have a copy of the Rules and Regulations** at the time of orientation. Also, **must complete Mperial owner info. Form**.
3. All Unit Owners (and Renters) are required to comply with the provisions of the Condo Documents and should the owner fail to comply, a **fine** can and will be imposed on the owner. If legal action is warranted, the Unit Owner is responsible for all cost involved (lawyer, document work, council, court cost, document delivery, etc.).
4. At the time of ownership, you should have in your possession, keys to the top and bottoms locks, and the key for your mailbox. *Please note the mail box key is not provided to you by the Post Office.*
5. New owners must live in the unit for the first year. Only four (4) units can be leased at a time and leasing is currently (Jan. 2018) at capacity. See the 2017 Lease Declaration Change for additional information.
6. Register your vehicle as soon as possible with the HOA Manager Lorraine Hernandez (separate form provided). Two (2) Permanent Parking Stickers maximum per unit. All visitors must park in Visitor Parking 24/7 and need to have a 3-day Visitor Pass after midnight to 7am. For all other parking information, see the Ballard Court Rules and Regulations or the framed 3-page Parking Rules and Parking Information posted in the building.
7. Unit numbers 1A, 1G, 2A, 2G and 2H are legal 2-bedroom units according to the Declaration of Condominium Ownership floor plans, and have 1 ½ baths. All other units are 1-bedroom units with 1 bath.
8. Only 'wall sleeve' air conditioners are allowed and are required in a sleeve (through the wall). The only exception is a portable A/C unit that vents out of the window. No window air conditioners are allowed.
9. All improvements (structural, electrical, plumbing, floors, ducts, vents, cable TV (Comcast)/satellite dish & internet wiring/mounting needs) must be presented to the Board in writing for approval at least 30 days in advance of beginning work. NO WORK SHALL BEGIN PRIOR TO RECEIVING CONSENT BY THE BOARD. All necessary Permits are the responsibility of the unit owner. The unit owner is required to comply with all Maine Township, Unincorporated Cook County, and State of Illinois governmental regulations. The unit owner must obtain and maintain current Certificates of Insurance for all contractors and subcontractors. Unit owners must provide the Board with copies of plumbing and/or electrical contractor's licenses and of each contractors Certificate of Insurance prior to Board approval of the project. *Residents should be aware that the Associations insurance affords NO PROTECTION to the unit owner or their contractors with respect to their project.*

10. All Residents are entitled to one (1) storage locker, located in the laundry room. Residents are responsible for providing your own lock. Report any lost/stolen issues to the Board.
11. All Residents have access to the laundry room, which has two (2) washing machines and two (2) driers. Keep as clean as you found it. 30 minute wash and 45 minute dry times. Please remove clothes promptly.
12. Out of courtesy, residents should keep the noise level down; **especially between 10:00 p.m. and 7:00 a.m.**
13. Dog owners must keep their dog leashed. The owner is responsible for picking up and cleaning up after dog.
14. ANY VIOLATION OF THE ABOVE BY THE OWNER MAY RESULT IN A FINE AND/OR LEGAL FEES BEING ASSESSED. THE FINE ASSESSED MAY BE \$100/VIOLATION AND MAY BE CHARGED ON A DAILY BASIS UNTIL THE VIOLATION CEASES. FINES WILL ALSO DOUBLE IN AMOUNT FOR EACH OCCURANCE.

I/We have read and understand the information listed above:

By:

(Signature/Date)	(Print Name)
(Signature/Date)	(Print Name)
(Unit Owner Signature if Renter)	(Unit Owner Print if Renter)
(Address)	(Unit Number)

Accepted:

(Board Member)	(Date)
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This document was last revised on February 15, 2018