



SAN TROP AI MASTER ASSOCIATION

Rules and Regulations

Adopted: April 12, 2024

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Adopted in accordance with the authority set forth in the section 18.4(h) of the Illinois Condominium Property Act by the Board of Directors given under the Declaration of Condominium Ownership for San Tropai Building Master Association with an effective date of 04.12.2024.

I. PREAMBLE

WHEREAS, the Board of Directors of The San Tropai Master Association is empowered to adopt rules and regulations governing the Common Elements pursuant to the Declaration of Condominium Ownership and By-Laws. These rules are applicable to all owners, tenants, guests, or any others who occupy or use the common areas and this resolution shall remain in effect until otherwise rescinded, modified, or amended by a majority of the Board of Directors.

II. INTRODUCTION

No resident shall do or permit any act which unreasonably interferes with the quiet use and enjoyment of any other resident or the value of any other resident's property.

The San Tropai Master Declaration of Condominium Ownership subjects all homeowners to general covenants, while the By-Laws and Rules and Regulations provide specific guidelines for day-to-day living.

The following rules and regulations help to ensure that San Tropai community continues to be an attractive, highly valued, safe, harmonious and desirable place to live.

These Rules and Regulations do not supersede or change the Declaration, By-Laws, and/or state/federal regulations in any manner. They are, however, equally enforceable under the law.

III. DEFINITIONS OF TERMS

In the event a term is used in the Rules which is not defined, its definition shall be determined by referring, in the order its definition as used in the Illinois Condominium Property Act, the San Tropai Master Declarations and By-Laws, in its common usage within the San Tropai Master Association, or in its commonly understood meaning.

The ACT aka ICPA: The most current Illinois Condominium Property Act.

ASSOCIATION aka PROPERTY aka SAN TROP AI MASTER ASSOCIATION:

An Illinois not-for-profit organization for the properties located at 1243/1275/1277/1279 East Baldwin Lane, Palatine, IL 60074.

BOARD aka MASTER BOARD aka BOD: The Board of Directors of the San Tropai Master Association. The persons determined pursuant to the Declaration who are vested with authority and responsibility of administering the property.

BY-LAWS: The provisions for the administration of the Property including, but not limited to, assessment, maintenance, use, occupancy, sale, leasing and alienation. Articles 5, 6 and 7 of the Declaration constitute the By-Laws of the Association in their entirety.

CHARGE: Any amount which the Board may assess or levy against an Owner, either individually or collectively, including regular monthly assessments, special assessments, fines, expenses and/or which are levied pursuant to the Declaration, By-laws or the Rules and Regulations.

COMMON AREAS OR COMMON ELEMENTS: The Common Elements consist of all portions of the Property, except the Units.

COMMON EXPENSE: The proposed or actual expenses affecting the Property, including reserves, if any, lawfully assessed by the Board, including, without limitation, the expenses of maintenance, repair, administration and operation of the Common Elements.

DECLARATION: The Declaration of the San Tropai Master Association is the governing document for the condominium association. It contains information such as the defined common elements, use, Occupancy and Maintenance of the Property.

DRONE: Drone shall mean an unmanned aircraft and all of the associated support equipment, control station, data links, telemetry, communications and navigation equipment necessary to operate the unmanned aircraft.

GOOD STANDING: Means Unit Owners without current payment delinquencies, late charges, collection costs, and not in violation of any governing document provisions, including the Declaration and/or Rules.

GUEST/VISITOR: A person(s) with authorized use of a Unit for a limited period. A VISITOR is a person visiting a unit occupant.

LIMITED COMMON ELEMENT: A limited Common Element of the Association, are those parts of the property serving exclusively a single Unit or adjoining Units (for example, balconies are limited Common Elements of the Association).

MANAGEMENT aka MANAGEMENT COMPANY: A company contracted by the Board to perform Management services for the Association.

MANAGEMENT OFFICE: The office location address as shown in contact page in Appendix.

MANAGER: The person employed by the Management Company to operate the Management Office.

MEMBER: A member of the Association; AKA a Unit Owner.

ORDINANCE: The Municipal Code of the Village of Palatine, Illinois.

PARKING PERMIT: Identification provided by the Master Board that marks authorized vehicles. There are two types of permits - parking stickers and parking tags.

PARKING STICKER: A static cling decal that is provided to residents for permanent parking access for registered vehicles.

PARKING TAG: A temporary permit for guests that allows overnight parking on the upper lot.

RESIDENT: Person(s) occupying a Unit on a regular basis includes Unit Owners and Tenants.

RULES OR RULES AND REGULATIONS: These Rules and Regulations of the Association, as adopted pursuant to powers assigned to the Association and the Board.

TENANT: A person(s) who permanently occupy the Unit, but are not the Owner of the Unit.

UNIT: A part of the Property established in the declaration for residential use.

UNIT OWNER: Person(s) whose interest(s) make up a fee simple ownership in a Unit located within the San Tropai Property as per the Cook County Recorder of Deeds.

IV. PUBLIC SAFETY

1. The laws and ordinances of the Village of Palatine, Cook County, the State of Illinois and the U.S. Government are fully applicable within the confines of the PROPERTY. Police protection is provided by the Police Department of the Village of Palatine. If a crime has been committed, Residents should call 911 directly.
2. Nevertheless, it is still incumbent upon all Residents to take personal responsibility for their own security and for their family, guests and property. House doors, Fitness/Clubhouse doors, garage doors and vehicles should be kept locked and windows latched along with all other normal precautions one would take in living in any Residential area.
3. Surveillance cameras are unattended, installed at entrance gates, recreation areas, and other common areas to deter rule violations and criminal activity, property damage, and issue penalty to violators after reviewing the footage.
4. The Association is served by a surveillance camera(s) and video capture system. The video shall be preserved for no less than 30 days. Association access to video surveillance recordings must be password-protected and limited to the BOD. Other than for use by the Board of the Association and its insurance carrier, video from the surveillance camera(s) will be made available for viewing and copying only to members of law enforcement in connection with an active criminal investigation to which they are assigned, and to other persons (including Residents) as may be required by subpoena or court order. Notwithstanding the foregoing, the video shall be preserved for a reasonable period of time thereafter to be determined by the Board if a written request to preserve a video is made to the Board and the person requesting pays the Association's expenses in connection with the preservation of such video.

V. VEHICLE AND PARKING RULES AND REGULATIONS

Parking in the San Tropai Community garage and parking lots is a privilege and is restricted to those homeowner residents, tenant residents, and their guests. All condominium fees/assessments for the condominium unit which they own, occupy or they are visiting, must be paid in full evidencing zero indebtedness to the Association in order to earn that privilege.

Otherwise, parking privileges may be suspended or revoked until all fees/assessments have been paid.

1. PERMITTED VEHICLES

- 1.1 Passenger type automobiles: cars, vans, pickup trucks and the like, excluding commercial types of any kinds, in a fully drivable and operable condition, having no more than four entry doors and specifically excluding limousines or hearses, whether or not used for personal purposes.
- 1.2 All passenger vehicles, excluding campers, capable of being driven into a parking space and provided with a passenger license plate, shall have no more than four (4) wheels, shall have a curb weight of less than eight thousand (8,000 lb.), shall have an overall length of less than twenty feet (20 ft.), shall have an overall width of less than seven feet (7 ft.), shall have an overall height of less than six feet and six inches (6.6 ft.), and shall be of a design which, in the reasonable determination of the Board, does not impede entry and exit to adjoining parking spaces.
- 1.3 Registered motorcycles and motorbikes licenses to be ridden on public roads and highways.
- 1.4 Emergency vehicles; ambulances and hospital or medical vehicles of any type; or fire fighting vehicles of any type; or law enforcement vehicles of any type.

- 1.5 Any contractor, vendor, or other vehicles specifically authorized by the Board of Directors.

2. NON-PERMITTED VEHICLES

- 2.1 All vehicles other than those defined above as permitted vehicles or emergency vehicles; any vehicles without valid, current State vehicle registration stickers and appropriate municipal vehicle stickers, if required. This includes commercial vehicles and trailers of any kind.
- 2.2 Boats, campers, limousines, hearses, trucks, vans, resident owned commercial, recreational, PODS and non-passenger vehicles are not permitted. Motorcycles and motorbikes are permitted as long as they not make excessive noise.
- 2.3 Parking, maintenance or storage of Non-Permitted Vehicles on any portion of the Property is expressly prohibited.

3. ABANDONED VEHICLES

- 3.1 Any vehicle, which is parked anywhere on the Property outside of the lower level garage area or any court-ordered assigned spaces, which are in a state of disrepair rendering them incapable of being driven in their present condition; or which have not been used or moved for at least seven (7) consecutive days; or which do not have current, valid State vehicle registration stickers and municipal vehicle stickers, if required; or which are such that the acts of the vehicle owners and the condition of the vehicles clearly indicates it/they have been abandoned.
- 3.2 Any vehicle which the BOD determines to be a health or safety hazard.
- 3.3 This section does not apply to vehicles parked in a properly assigned space in the lower level of the garage, so long as the vehicle is fully and immediately operable and is a permitted vehicle.

4. PARKING

- 4.1 Parking of vehicle are permitted in designated areas only – lower parking garage, upper-level parking lot, parking lots in front and back sides of the building 1 and 2 (limit 2-hour parking), handicaps parking spaces.
- 4.2 Parking of vehicles in the lower garage is restricted to the space assigned for each unit.
- 4.3 Only RESIDENT(s) with the PROPERTY's Parking permit are allowed to park overnight in the lower parking garage and upper-level parking lot.
- 4.4 Overnight parking is not permitted anywhere on the Common Areas, except for: the parking garages assigned spaces, on the parking deck in marked spaces, handicapped parking spaces.
- 4.5 Overnight parking is as the hours of 12:00 a.m. to 6:00 a.m., daily.
- 4.6 At no time will there be more than one (1) permitted vehicle allowed in each assigned parking space. The only exception to this will be the parking of two motorcycles or motorbikes or combination thereof per assigned parking space so long as there are no more than a total of four (4) wheels per space, and the vehicles do not block or impede traffic or adjacent parking spaces. The Board holds sole discretion in this matter.
- 4.7 At no time will any vehicle be parked in the aisles or at the East or West end of the garage unless in a marked space. Vehicles parked in violation will be immediately removed at the vehicles owner's sole expense. This includes the under-parking deck and

- lower parking area. The Board may also levy a fine on top of any other expense incurred the vehicle owner.
- 4.8 It is forbidden to park in two spaces, both across and above the line, occupying two or more parking spots.
 - 4.9 Vehicles may not be parked so as to obstruct passage of other vehicles on the Property. All vehicles shall be parked within permitted limits or within the lines or other marked boundaries for such vehicles.
 - 4.10 All vehicles are restricted to paved surfaces, including the streets, driveways, and parking areas on the Property. There shall be no or routes of passage across any other portions of the Property, including all lawn areas, sidewalks, and loading areas. There shall be no parking in areas designated as fire lanes. Vehicles shall not be parked in a manner which interferes with ingress to, or egress from, any portion of the property (i.e., sidewalks, doorways, etc.). Visitor parking areas shall not be used for the storage of vehicles or for resident parking.
 - 4.11 Parking on the parking deck or guest parking areas is restricted to Permitted Vehicles only. The Board, in its sole discretion, may allow parking, maintenance or storage of other types of vehicles by residents or guests in these areas under such terms and conditions the Board determines. Any such permission shall be in writing, signed by the Board or duly authorized agents, and addressed to the resident requesting it.
 - 4.12 Any vehicle that is parked in a space not assigned to them, shall, after written notification from the rightful occupant of the space, be immediately removed from the Property at the offending vehicle owner's sole expense.
 - 4.13 Parking on the upper deck of the garage is first come, first served basis.
 - 4.14 Parking spaces by the Clubhouse and/or along Baldwin Lane on the clubhouse side are for parties, events only.
 - 4.15 Parking not allowed under the canopy or around the circle near Buildings 1 and 2.
 - 4.16 The guest parking permit is valid for 5 days only. Extended time is allowed by the BOD.

5. GENERAL RULES REGARDING VEHICLES

- 5.1 The speed limit in all parking areas is hereby set at 5 MPH.
- 5.2 The speed limit on Baldwin Lane is hereby set at 15 MPH.
- 5.3 Car height is limited to the lower garage to 6'3" and upper parking to 6'6".
- 5.4 Driving direction when entering and exiting the lower-level garage and upper-level parking lot are circling in a counter-clockwise manner only.
- 5.5 Upon entry into the lower garage or upper-level parking lot, all vehicles must immediately turn right, circling the garage in a counter-clockwise manner, to reach their assigned parking in the garage, or available parking in the upper-level parking lot.
- 5.6 Wait for the garage door to come to a complete stop before opening.
- 5.7 When leaving the garage: drive out the garage in a counter-clockwise direction, slow down and stop to wait if a car is about to enter the garage.
- 5.8 Observe the 5 MPH speed limit when using the ramp to/from the garage and within the lower garage area.
- 5.9 Cars exiting upper parking lot must yield to cars entering the upper-level parking lot and cars exiting lower garage.
- 5.10 At no time will any vehicle be used for housing or living quarters, whether or not on daily or temporary basis.

- 5.11 No engine maintenance, body work, or similar work shall be done on vehicles on the Property. Trash shall be disposed of in the appropriate container.
- 5.12 No motorized vehicle of any nature, including permitted vehicles, snowmobiles, mopeds, and minibikes shall be permitted on the non-paved sections of the property. The sole exception to this is those vehicles designated as emergency vehicles as noted above.
- 5.13 Parking spaces marked for the handicapped shall not be used the non-handicapped. Violators will be prosecuted to the fullest extent of the law.
- 5.14 Vehicles shall be moved at the request of the Board or management when necessary for maintenance to the parking areas or to facilitate snow removal. Failure to comply will result in the vehicles being relocated at the Owner's and fines and damages being assessed to the owner's Unit. Owners are fully responsible for the actions or lack thereof of their guests, visitors, tenants, or invitees.
- 5.15 It is the Owner's responsibility to inform their tenants, guests or invitees of the parking rules and regulations.

6. ENFORCEMENT PARKING RULES

- 6.1 The provisions set forth herein are intended to supplement it not replace the policies and procedures regarding enforcement, which are fully applicable to all violations under these Vehicle Rules and Regulations.
- 6.2 In the event of a violation of these Vehicle Rules and Regulations, the Board or it's duly authorized agents shall, where practical, send a Notice of Violation to the owner or shall affix a Parking Violation Notice (Tow Sticker), or both, to the vehicle on the driver's side window. Any Parking Violation Notice, which is affixed to the vehicle, shall contain such information as the Board deems appropriate. Any failure to protest a Notice of Violation under these rules may be deemed an admission of the violation and may result in costs and expenses being assessed to the Owner.
- 6.3 In addition to providing notice of any violation in accordance with the above provisions. the Board also may take any or all of the following actions:
 - 6.3.1 Record, to the extent possible, the vehicle identification, including license number, vehicle sticker, date of violation, type of violation and vehicle owner, if known, on a permanent record of violations. All such records of violations shall be kept by the Association in the manner designated by the Board.
 - 6.3.2 Identify or attempt to identify, the Unit (homeowner whose vehicle is causing the violation or who's guest or invitee is causing the violation.
 - 6.3.3 Identify or attempt to identify, the vehicle owner, if not a Unit owner, and notify the vehicle owner of the violation.
 - 6.3.4 Notify the local governmental authorities, asking that they issue a citation.
- 6.4 In addition to the other provisions for enforcement contained herein and, in the policies, and procedures regarding enforcement, the Board shall have the authority to tow vehicles which are parked in violation of these rules and regulons under the following circumstances:
 - 6.4.1 When a vehicle has been abandoned and a notice of such violation was fixed to the vehicle at least seven (7) days earlier, whether the notice was removed or not, the vehicle may be towed without further notice to the vehicle owner.
 - 6.4.2 When a vehicle is parked in a fire lane left unattended or parked in a loading zone, parked overnight in any parking area other than the handicapped parking areas or court-ordered assigned parking area, is parked in a manner which presents an

immediate danger to the Property or to the health, safety or welfare of any person thereon, the vehicle may be towed without notice to the vehicle owner.

- 6.4.3 When a vehicle is parked in violation of any of these Vehicle Rules and Regulations and the owner of the vehicle has been found guilty of at least one (1) prior of any provisions of these Vehicle Rules and Regulations, the vehicle maybe towed upon the occurrence of the second and subsequent violations without notice to the vehicle owner.
- 6.4.4 Penalties may be imposed by the Board, in its sole discretion, for violation of any section in the form of a flat fine of \$250.00 or the set cost per each violation. Failure to move vehicles at the Board's or management's request may result in fine of \$250.00 or the set cost plus all costs incurred the Board, management, Contractors or Vendors.

7. VEHICLE REGISTRATION

- 7.1 The parking sticker/tag permits to park the vehicle in within of the San Tropai property in accordance of the San Tropai Vehicle Rules and Regulations, and the vehicle(s) must be registered to the owner's name and licensed per local regulations.
- 7.2 To obtain San Tropai parking permit all Unit Owners must register any vehicle they will be parking in any section of the Property since the date of the Board adopted Rules and Regulations or within 5 days of moving into a Unit on the Property or a change in a vehicle(s) or license plates. This includes lessee vehicles or guests that will be staying 5 consecutive days on the Property. Failure to register vehicles will result in \$250.00 or the set cost offense fine.
- 7.3 To register a vehicle, Unit owners must provide the San Tropai Vehicle registration form to the Board ("VEHICLE REGISTRATION APPLICATION" form in appendix), in care of the management company, including the "C.Y.M.B.AL.S." method of describing their vehicles. (Color, Year, Make, Body style, And License, ex. Black, 1999 Dodge 4 door, license 123456 along with the current Vehicle Registration Identification card registered to the owner's name.
- 7.4 A maximum of two (2) permits and two (2) guest parking tags for vehicles registered to one unit. Additional parking sticker(s) is/are subject to board approval and available through the Management or the Board for the set cost when providing the required information. Only he home owner can obtain a guest parking tag. Valid picture ID required.
- 7.5 In the event of a change of vehicles, the owner/resident must submit an updated vehicle registration application. Owners who received sticker(s) from a previous homeowner must submit an "APPLICATION VEHICLE REGISTRATION" form with the current vehicle(s) information. Otherwise, the sticker(s) will be canceled and the vehicle(s) will be towed at the owner's expense.
- 7.6 The parking sticker must be displayed in full view on the inside of the LOWER RIGHT CORNER OF THE WINDSHIELD (PASSENGER SIDE) at all times. The guest parking tag must be placed on the vehicle's windshield mirror.
- 7.7 Registration application may be provided in person to the BOD, or e-mail address as published the board.
- 7.8 All vehicles operated or parked on the will comply with all State and local laws and ordinances as outlined in the Illinois Vehicle Code, et al and the Village of Palatine Municipal Codes as it applies to vehicles.

8. NOTICES AND AUTHORIZATION TO TOW

- 8.1 Any time a vehicle is towed pursuant to these Vehicle Rules and Regulations, all costs and expenses incurred shall be the responsibility of the vehicle owner. Any additional expenses incurred the Association in connection with any tow, including reasonable attorney's fees, also will be the responsibility of the vehicle owner or Unit owner.
Should a vehicle be towed pursuant to these Vehicle Rules and Regulations, the Association, Board of Directors, Management Company or its employees shall not be liable for any damages incurred.
- 8.2 In order to ensure that potential violators have notice of the fact that their vehicle may be towed, and in accordance with the requirements of the law as set forth in Chapter 18a-100 etc. of the Illinois Motor Vehicle Code, the Association will have signs posted on the property giving notice that violators of the Vehicle Rules and Regulations may be towed.
- 8.2.1 The Association, whenever possible, will post notices in conspicuous places when there is a need for vehicles to be moved from a section of the common elements for any special projects or maintenance, in the following manner.
- 8.2.1.1. No more than 30 days, nor less than 21 days prior to the initially scheduled date of the project, the Association will post notices in both Buildings lobby or mailroom's, informing the membership of the upcoming project. A tentative date should be included in the notice, if possible.
- 8.2.1.2. No more than 10 days, nor less than 7 days prior, except for emergency issues, to the scheduled date of the project, the Association will post notices in both Building's, and on the doors leading to the upper and lower garage decks. In this notice should be the tentative start date, what action is required the membership, and the monetarily penalties and/or costs that noncompliance will incur in addition to any other penalties or costs that may be noted elsewhere in these rules and regulations.
- 8.2.1.3. It shall not be a defense to any section or subsection listed in item 8 that the sign was missing, that the member failed to read the notice, that the member was out of town, or that the member was somehow unable to comply due to some physical limitation. The Association may check notices to ensure they remain posted. The Association, Management, nor the contractor, or vendor shall be responsible for acts of vandalism that result in notices being removed or made unreadable.
- 8.2.1.4. If a member is going out of town, or is physically unable to move their vehicle at the Association's request, it is up to the member to contact a person of their choosing to move the vehicle.
- 8.2.1.5. It is incumbent upon all members of the Association to ensure they, their guests and tenants, read and comply with any and all notices posted by the Association
- 8.3 The Board may enter into an agreement with an appropriate company or to effect removal of vehicles pursuant to authorization under these Vehicle Rules and Regulations.
- 8.4 All costs related to enforcement of any of the vehicle rules and regulations including reasonable attorney's fees will be the responsibility of the Unit and/or vehicle owner.
- 8.5 The Association, Board of Directors, Management or its employees are not responsible for loss or damage to vehicles anywhere on or off of the property.

9. GARAGE SPACE RENTING

- 9.1 Parking spaces in the lower garage can only be rented to residents of the San Tropai condominium associations buildings I and II.

- 9.2 If the Association provides additional garage spaces, they may be rented(leased) to residents of the San Tropai condominium associations buildings I and II on its availability on a first-come, first-served basis. The rental cost and rental period are determined by the Board and are subject to change.

10. ELECTRICAL VEHICLE – EV

- 10.1 As of now the electrical infrastructure of the San Tropai property may not support the electrical demands of a charging station due to a limited electrical capacity.
- 10.2 Using common areas' electrical outlets is not permitted.
- 10.3 Use of the Association's electricity in the Common or Residential Areas to charge an Electric Vehicle and/or Electric Vehicle Battery by a Unit Owner, Tenant, or guest of a Unit Owner or Tenant shall subject the Unit Owner to fines, in amounts to be determined by the Board, and/or additional legal action by the Board. Any and all related attorneys' fees and costs shall be charged to the Unit Owner's account.

11. MOTORCYCLE/BIKES

- 11.1 Motorcycles must to park in the designated parking spots.
- 11.2 Bicycle(s) can be stored in the garage designated areas if space is available. Neither Management nor the Condominium Association assumes responsibility for the loss, theft or damage to any bicycle.

12. CONTRACTORS AND VENDORS

- 12.1 Contractors or vendors performing services for Unit Owners / Tenants must follow the time limit parking signs. Unit Owners / Tenants must send a written request for extended hours to the Board and Management before the work starts, and the Board and Management maintain discretion to approve the extension. Contractors or vendors that violate the limit parking signs may incur a fine of \$250.00., which will be charged to the Unit Owner. The Unit Owners/Tenants are responsible for informing their contractors and vendors of the time limit parking signs.

13. OTHER

- 13.1 No skateboarding, bicycle riding, roller blading, roller skating, scooter ridding on the side walk, road, rump, garage, upper parking, pool area, tennis court.

VI. RECREATION AND SPORT ACTIVITIES

1. SWIMMING POOL

- 1.1 The swimming pool is open daily between Memorial Day and Labor Day. Opening notice will be posted. NO ONE shall be able to use the pool or the pool area unless it is officially open.
- 1.2 Pool hours are from 8:00 a.m. to 9:00 p.m. weather permitting.
- 1.3 Four (4) persons per unit (including kids/guests) are allowed to enter the pool and its areas. All guests must be accompanied by resident(s), and must have a pool pass. Pool ID

- must be warned at all times. Resident(s) are responsible for their guests knowing and observing pool rules. Residents will be expected to make restitution for monetary damages caused by guests.
- 1.4 Children 15 years of age and under should be accompanied by an adult (persons 16 years or older). This adult has primary responsibility for the child's safety and conduct.
 - 1.5 Persons with colds, open sores, skin diseases, etc., will not be allowed in the pool area.
 - 1.6 All persons are required by state law to take a shower before entering the pool area.
 - 1.7 Glass, soap, or other material which might create hazardous conditions or interfere with efficient operation of the swimming pool shall not be permitted.
 - 1.8 Swimming alone is prohibited.
 - 1.9 Running, rough-housing, pushing, wrestling, or causing undue disturbance in the pool area will not be tolerated.
 - 1.10 No diving or jumping toward the sides will be permitted.
 - 1.11 No scuba equipped diving or scuba training allowed.
 - 1.12 No beach balls, floats, innertubes, etc. are allowed in the pool. No large pool toys inside the pool. Inflatable toys/items are not allowed to be left in the pool, pool area or pool house after the visit and must be removed. Otherwise, it will be discarded.
 - 1.13 Babies must be properly attired wearing diaper and bathing suit in pool.
 - 1.14 No "Jeans" or regular clothing is allowed in the pool. Bathing suits ONLY.
 - 1.15 No bicycles, scooters, strollers, roller skates, in-line skates, or skateboards in the fenced pool area.
 - 1.16 The pool water is not suitable for drinking. Avoid swallowing the pool water.
 - 1.17 Spitting, spouting of water, blowing one's nose, or otherwise introducing contaminants into the pool is not permitted.
 - 1.18 Smoking, eating, or drinking is not permitted in the fenced pool area. Beverages and snacks are only allowed in designated area. You must clean area after being used.
 - 1.19 Glass containers are prohibited in entire pool area.
 - 1.20 No alcoholic beverages will be permitted and/or consumed in the pool area.
 - 1.21 The cost of any property damage will be charged to the responsible party.
 - 1.22 No animals or pets of any kind are allowed in pool or bathhouse area.
 - 1.23 Chairs and lounges may not be reserved during extended absences and must be returned to the proper storage area.
 - 1.24 Sports activities are prohibited with/without pool equipment.
 - 1.25 The playing of audio devices, such as radios/smartphones/etc. must be kept at a volume not to disturb or intrude upon others. No breach of the peace will be tolerated.
 - 1.26 The pool may be closed at any time without notice, due to inclement weather, breakdown of equipment or other operational difficulties and/or at the discretion of The Board or Management.
 - 1.27 Swimming is never permitted during electrical storm activity. When thunder and/or lightning is first noticed, pool operations must be suspended until thirty (30) minutes after the last thunder.
 - 1.28 No obnoxious or offensive activity, jumping or willfully negligent will be tolerated.
 - 1.29 The pool rope must be in place at all times.
 - 1.30 Use of pool pass will be enforced. Police and Board members will police area for security reasons.
 - 1.31 **NO FENCE CLIMBING ALLOWED.** Any person climbing the fence to obtain access to the pool area while it is closed will be arrested for trespassing and complaint notice will be filed, unit owner will be fined and notice sent to the attorney will be given thereafter.

- 1.32 No lifeguard is on duty. The San Tropicai Master Association and its agents assume no responsibility for any accidents or injuries in connection with the use of the pool. Persons using the pool release and indemnify The San Tropicai Master Association and its members and agents from any claims in connection with any loss of life, personal injury or damage/loss of personal property. All persons using the pool must do so at their own risk.
- 1.33 A pool key will cost \$25.00 or the set cost.

2. TENNIS COURT

- 2.1 There is only one activity permitted on the tennis courts, and that is tennis.
- 2.2 Tennis Hours:
Monday through Sunday
9:00 a.m. to 7:00 p.m.
- 2.3 The tennis court is used on first come, first served basis.
- 2.4 Please limit play to one (1) hour total if others are waiting. If the time slot after your is not reserved and no one is waiting to play you may continue to use the court.
- 2.5 The homeowner must be present when guests are using the courts.
- 2.6 No bicycles, scooters, strollers, roller skates, in-line skates, or skateboards allowed on the courts. The courts are for tennis only.
- 2.7 Pets are not allowed on the tennis courts, with the exception of service or emotional support animals. The Unit Owners/ Tenants must be present with their service/emotional support animals at all times, and the service/emotional support animal may not be left unattended in the Recreational Areas.
- 2.8 Please keep the gate closed at all times.
- 2.9 Unit Owners, Tenants, or guests shall not engage in any abusive or harassing behavior, either verbally or physically, or any form of intimidation or aggression directed at other Unit Owners, Tenants, guests, or employees.
- 2.10 Please be considerate of the surrounding neighbors by keeping the noise level down.
- 2.11 All trash, used balls, etc. must be deposited in the proper receptacles.
- 2.12 The Association is not responsible for injuries or theft.

3. EXERCISE ROOM

- 3.1 The Exercise Room is open 7 days a week from 6:00 a.m. to 10:00 p.m.
- 3.2 A key is required to access the exercise room. A key will cost \$25.00 or the set cost.
- 3.3 The exercise room may not be used by anyone under the age of 17 without parental/guardian supervision.
- 3.4 No Visitors are allowed to use the fitness room and sauna.
- 3.5 Gym shoes, (indoor only shoes) and other appropriate attire shall be worn at all times.
- 3.6 Should anyone use the exercise room before 5:00 a.m. or after 10:00 p.m. or damage or otherwise misuse the equipment of facilities, the following penalty shall be assessed.
- 3.7 A fine of \$250.00 or the set cost plus one-month suspension from use of the exercise room.
- 3.8 There shall be a 30-minute limit on the use of any one piece of equipment If someone is waiting.
- 3.9 It is necessary that each user clean up as you go. The room must be kept neat to avoid the expense of additional cleaning services.
- 3.10 All water must be turned off upon leaving the exercise facility. If you are the last to leave, please shut off all lights, and lock all doors and windows.

- 3.11 The use of the exercise equipment is at your own risk. The Association assumes no responsibility for any injury or accident sustained while using this equipment.
- 3.12 The Association disclaims any responsibility for injuries occurring on the property, the use of the exercise room, sauna, or the shower room, by virtue of using the exercise room, the user acknowledges this disclaimer of liability and agrees to hold the Association harmless from any injuries, or related costs or fees, associated with the use of the subject equipment, exercise, sauna or shower room.
- 3.13 There shall be no smoking or use of alcoholic beverages at any time in the exercise room or the lower level of the clubhouse. Cannabis and e-cigarette vape are not permitted in the facility.
- 3.14 Due to the limited number of lockers, all locks must be removed each day or they will be cut off by management and the property inside the locker shall be properly disposed of.
- 3.15 No removed clothing allowed in fitness room. Please use closet and/or lockers.
- 3.16 All damages, violations or cleaning needs should be noted to the Management.
- 3.17 The Board reserves the right to close the exercise room on occasion to accommodate rentals in the upper level of the building.
- 3.18 In the event of any damage to the clubhouse, the resident responsible may be specially assessed for the repairs and any cost and expenses associated therewith shall be back charged against the appropriate unit.
- 3.19 In the event that the key to the exercise room is to be returned, either due to violations pertaining to use or a move from the complex, the key shall be returned to the Board or Management immediately upon demand of the Board.
- 3.20 Each unit owner is responsible for any damage caused to the exercise facility as a result of negligence, carelessness or misuse. All costs for repair or replacement, along with enforcement costs if appropriate, will be billed to the unit owner and payment will be required within 10 days of mailing of notice by the management company.
- 3.21 No glass sliding doors are allowed to be opened at any time.
- 3.22 No glass objects of any kind are permitted in the exercise facility, nor is food or drink, other than water allowed.
- 3.23 Personal sports equipment and any belongings must not be left unattended. Any items left unattended will be removed and disposal cost might be applied to the owner.
- 3.24 The Fitness room is under video surveillance. The cameras provide surveillance only, and are unattended. The cameras do not reduce the need for RESIDENT(s) to remain vigilant while in the fitness room.

4. SAUNAS

- 4.1 Sauna Room is provided in the men's and women's locker rooms, in the Clubhouse.
- 4.2 The sauna room is open 7-days a week from 6:00 a.m. to 9:00 p.m. The sauna must be left clean, water and power turned off by 9:00 p.m.
- 4.3 The capacity of the sauna is limited to four (4) persons for resident(s) only. No guests are allowed.
- 4.4 The saunas may not be used by anyone under the age of 17 without parental/guardian supervision.
CAUTION: Persons with medical conditions should consult a physician before using the sauna.
- 4.5 You must wear a bathing suit or towel when using the sauna. Neoprene or plastic “sweat suits”, are not permitted in the sauna. For your personal safety do not wear rubberized or plastic clothing.

- 4.6 Limit your exposure to ten (10) minutes per sitting.
- 4.7 Allow a five (5) minute cool down period after exercise or before entering the sauna.
- 4.8 Avoid dehydration and drink plenty of water before entering and after using the sauna.
- 4.9 **The following items are NOT permitted in the sauna:**
 - Newspapers, magazines or other ready materials
 - Contact lenses
 - Jewelry, items with metal objects.
 - Electronic equipment
 - Food
 - Alcohol beverages
 - Scented oils, balms or perfumes

- 4.10 Instructions for the use of the sauna are posted by each door (see below)

Important operation of the Sauna equipment is here:

1. Push button (marked Lights)
 2. CAUTION! DO NOT change settings on heat control. It is set on #5.
 3. Set timer for time you want to stay in the sauna, but again do not set timer for longer than 30 minutes.
 4. If you want humidity add small amount of water on the stones. Use very limited amounts.
 5. Additional instructions are on the door.
 6. When finished turn off light. Timer shuts off heat.
-
- 4.11 Prolonged use of sauna may be dangerous. All RESIDENT(s) using the sauna do so at their own risk. The Association and Management assume no responsibility for accidents or injuries resulting from such use.

5. CLUBHOUSE RENTAL POLICY

- 5.1 Resident(s) may utilize the email address **santropaimasterboard@gmail.com** to communicate with the Board and Property management to inquire about available rental dates and rental procedures. Emails sent to the above address will be copied to the person who is the in charge for the Clubhouse Rental and acted as a rental agent.
- 5.2 The Clubhouse cannot be rented for any function of a commercial nature, except by a recognized committee of the Board of Directors. The Clubhouse will be rented to the RESIDENT(s) only. The maximum number of guests allowed is 50 (fifty).
- 5.3 The RESIDENT(s) MUST be present for the entire rental period. The rental agreement may not be transferred or assigned to anyone other than the named Resident(s) without written approval of the Board of Directors of the ASSOCIATION.
- 5.4 A rental application must be completed by the RESIDENT when reserving the date for the event and must be accompanied by (2) checks. Both checks must be preprinted with the Resident's name and a SAN TROPAI address, or as verified by the rental agent. Each check should be payable to "SAN TROPAI MASTER BOARD ASSOCIATION" in the amounts of \$200.00 or the set cost for the rental of the Clubhouse and \$500.00 for the security deposit. Confirmation of the rental is not final until the rental fee and security deposit have been submitted. After the contract is signed, a processing fee of \$35.00 will be assessed if it is cancelled for any reason. A security deposit is required when the renter

- meets with the rental agent to pick up the keys. It is refundable after the Clubhouse and bathrooms are inspected to ensure that the terms of the contact have been met.
- 5.5 An accepted and signed Clubhouse rental agreement will not be issued more than 6 months in advance of the date of the function. However, reservations will be accepted up to 12 months. If, because of circumstances beyond its control and due to no fault of the Association, the Clubhouse is not available to the renter on the date set forth in the Rental Agreement, the Association will only be liable for the rental fee and will not be liable or responsible for any consequential damages.
 - 5.6 The clubhouse will not be rentable from December 1 to March 1, unless otherwise discussed with the Board of Directors.
 - 5.7 Rental time:
 - Monday through Sunday: 10:00 a.m. – 10:00 p.m.
 - Only one (1) party per weekend is allowed.
 - 5.8 The front door, the door to the kitchen, to the downstairs floor, and to the patio must be closed at all times during rental hours.
 - 5.9 All clubhouse rentals must be concluded by 10:00 p.m. The clubhouse must be cleaned and returned to its original condition by 10:00 p.m.
 - 5.10 The Resident in charge of the function, and whose signature appears below, MUST be in attendance during the entire time of the event in the Clubhouse. The Resident in charge of the party whose name appears on the contract will be held responsible for the actions of their guest(s) while they are on the property. If the Resident is found not to be present at the function, the security deposit may be forfeited at the discretion of the Board of Directors.
 - 5.11 The rental contract reserves ONLY the private use of the Clubhouse. The outside common areas are not to be used when having a Clubhouse rental. Guests and members attending the function are not allowed access to the locker room, sauna, exercise room or pool area. No one is allowed in the Clubhouse in swimming attire.
 - 5.12 At a mutually agreed upon time, before the Event, the renter and the Rental Agent will meet; at that time the renter will pay the security deposit of \$500.00, receive the keys and a copy of the Rental Agreement. The agent and the renter will inspect the Clubhouse, the agent explaining how the lights, appliances and thermostat work.
 - 5.13 Smoking is NOT permitted within the clubhouse and within 15 feet of the entrance, as amended by Section 20 B of the Smoke Free Illinois Act.
 - 5.14 If a key has been provided for admission to the Clubhouse, it must be returned immediately following the function. Failure to return the key after the function will result in the forfeiture of the full deposit.
 - 5.15 Pets are not allowed on the clubhouse premises, with the exception of service or emotional support animals.
 - 5.16 No furniture may be removed from the Clubhouse without prior written permission from the Board of Directors. When furniture is moved across the floor, it should be arranged in the same order as before the event.
 - 5.17 No furniture or decorating permitted on the patio.
 - 5.18 No decorations of any kind may be attached anywhere to the interior or exterior walls, soffit, light fixtures, cabinets, or furniture. Balloons filled with helium must be secured as not to touch the ceiling. No balloons filled with confetti are permitted. Any signs and/or balloons tied to the lampposts on the streets must be removed within 24 hours.
 - 5.19 Special care must be taken when using window covering and blinds.
 - 5.20 If the resident wants to use the clubhouse the day before the event to decorate, there will be an additional charge of \$20/hour (3-hour minimum).

- 5.21 No alcoholic beverages may be sold on the premises.
- 5.22 Cooking is not permitted in the kitchen; warming of already prepared food, however, is permitted.
- 5.23 The clubhouse refrigerator may be used to refrigerate items for consumption while using the clubhouse. All such items must be removed upon departure.
- 5.24 No candles may be used, except small cake candles.
- 5.25 The use of fireworks is prohibited. No confetti are permitted within or outside of the facilities.
- 5.26 The clubhouse must be cleaned immediately after the event, including mopping, cleaning carpets and coaches, kitchen and bathrooms. All floors must be swept and washed; tables are cleared as needed; appliances are wiped clean. All spills should be wiped up immediately with a damp cloth. Bathrooms need to be checked and cleaned. All carpets must be vacuumed and free of stains.
- 5.27 The Resident is responsible for providing their own cleaning supplies (rags, cleaners, paper towels, plastic tie garbage bags, etc.) as well as all other supplies necessary for their function such as ice, dishes, utensils, etc.
- 5.28 The allowed temperature during the event 76F-78F.
- 5.29 Lights must be turned off when RESIDENT(s) and guests leave.
- 5.30 All garbage must be secured in garbage bags and placed in the dumpster outside, boxes must be broken down and stacked neatly
- 5.31 Anything left after the party will be considered abandoned and disposed of. Disposal charges will be billed back to the RESIDENT(s).
- 5.32 All screens, patio doors, and entry doors must be closed and locked.
- 5.33 The Association is not responsible for any injuries, accidents, theft, etc., that occur while using the Clubhouse.
- 5.34 Some common Clubhouse areas are under video surveillance. The cameras provide surveillance only, and are unattended. The cameras do not reduce the need for RESIDENT(s) to remain vigilant while in the Clubhouse or common elements.
- 5.35 Guests have 2 parking spaces available next to the kitchen only and along Baldwin Lane on the clubhouse side. Parking on the ramp near the clubhouse is prohibited.
- 5.36 Guests shall not make any disturbance in the Clubhouse or common elements. This rule will be strictly enforced.
- 5.37 The board can provide cleaning service contact information upon request.
- 5.38 The fireplace cannot be used.
- 5.39 Clubhouse use and operation shall be reviewed on an annual basis by the Board of Directors. The Board reserves the right to revise any or all of the above rules and regulations without notice.

VII. SMOKING

1. Pursuant to the Smoke-Free Illinois Act (Public Act 095-0017), and despite anything contained in this rule/bylaw, smoking goods such tobacco, e-cigarettes and vape products, hookahs, etc. are prohibited in enclosed common areas of the parking garage, the exercise room, pool, sauna, inside of the Clubhouse, etc. Violator might impose \$250 fine or the set cost.

VIII. ANIMALS AND PETS

1. All ground feeding for birds, wild animals, pets is prohibited. Feeding wild animals can result in unwanted safety and health concerns.
2. No feeding geese, waterfowl, etc. in the pond.
3. Pets are not allowed within the PROPERTY such as parking garage, upper-level parking lot, the exercise room, pool, sauna, tennis court, inside of the Clubhouse, etc. This rule applies to all residents, tenants, and guests. Any resident found in violation of this rule will be subject to penalties as outlined in the condominium association's regulations.
4. If any documented permitted pets presented on the property they must, at all times, be accompanied and under the full control of their owners in any portion of the common areas or limited common areas. Any permitted pets must be leashed at all times. Pets must be vaccinated and kept in accordance with the Illinois' Animal Control Act.
5. Animals must be curbed away from Association property; owners must not allow pets to relieve themselves on Association property. However, in the event that an animal accidentally defecates on Association property, the pet owner shall immediately clean up after it.
6. All service animals or emotional support animals must be on a leash, or in a carrier, or must be under the resident's complete physical control, while on any Common / Recreational Areas. No service animal or emotional support animal is permitted to run at large, and no service animal or emotional support animal may be left unattended while on any Common / Recreational Areas. Service animals or emotional support animals shall not be permitted to defecate, urinate, or track in mud/dirt on any Common / Recreational Areas. In the event of an accident, the resident must immediately pick up, clean up, and dispose of pet waste from the Common/ Recreational Areas. All animal waste/soiled litter must be bagged in plastic and tied closed. Service animals or emotional support animals shall be controlled so as not to create a nuisance, including, but not limited to, excessive barking while on the Property. No service animal or emotional support animal shall be allowed to create a nuisance or unreasonable disturbance or to damage any Common / Recreational Areas or the property of any other Resident.
7. Unit owners are responsible for all damage to Association property caused by pets owned, kept or brought onto Association property by their children, tenants or guests. Violator might impose \$250 fine or the set cost, and cost of restoration the property loses.

IX. OUTDOOR AREAS

1. Sunbathing is prohibited everywhere except the pool area.
2. No camping or parties on the ground in common areas, unless they will approve by the Board.
3. No barbeque or open fire on the ground is permitted at any time.
4. Do not litter, not throw any subjects in the pond.
5. Skating, skiing, swimming, or playing in or around the pond is prohibited.
6. Violator might impose \$250 fine and cost of restoration the property loses.

X. DRONE

1. DO NOT USE DRONES ON SAN TROPAI PROPERTY rule with a penalty of \$250 or the set cost, or more if damages will occur to the Property.

If you observe a drone being flown within the Property, report to Police and email the Management the details so that the penalty will be assessed.

XI. SOLICITATIONS

1. No solicitations, canvassing, leafleting, or petitioning of any kind are permitted in the Common Areas. Any one violating this rule may have their permission revoked and be fined.
2. No “For Sale” or “For Rent” signs, or any other sign, advertising, or display shall be placed on the common area without the permission of the Board.
3. Neither the homeowner nor the services, real estate agents, etc. may place lockboxes without the prior approval of Buildings 1 or 2 respectively.

XII. EMERGENCIES

1. In the event of any circumstances that involve risk to life or property, or a medical emergency, call 911.
2. In the event of an urgent property maintenance issue, that requires attention in order to fully enjoy the rental of the clubhouse, call the Management and follow the answer message instructions to obtain afterhours service.

XIII. ENFORCEMENT PROCEDURE

1. In accordance with the Illinois Condominium Act, if someone is believed to be in violation of any of the provisions of the Declarations and By-Laws or Rules and Regulations, a signed, written complaint must be submitted by a Home Owner, the managing agent, a resident of a member of the Board of Directors. A written complaint form prescribed by the Board shall be sent to the management or the Board.
2. The person charged with the violations will be given written notice of the complaint, informing him of a time and place where the Board of Directors or its duly-authorized committee will conduct a hearing to review the complaint. At that time, they will have the opportunity to defend themselves. All hearings will proceed with or without the presence of the accused Owner, so long as notice has been sent in advance. The findings of the hearing will be submitted to the Board of Directors, for disposition at a regularly-scheduled meeting.
3. Alternatively, at the discretion of the Board, the person charged with a violation will be notified that a fine has been assessed against him/her according to the most current fine schedule and that the person may appeal the fine by submitting a request for a hearing, in writing, within fourteen (14) days from the date set forth on the notice of the fine. If such a request is not made, the fine will become final. The Board has authority to assess daily fines for continuing violations.
4. If any resident, guest, or owner is found guilty of a violation, the Board will notify the guilty party in writing or emailing and a fine may be charged to the assessment account of the owner of the unit. Flat fine amount of \$250 and all cost of restoration the property loses.
5. In the event of any violation of the Rules and Regulations, Declarations, or By-Laws of the Association, the Board reserves the right to pursue any and all legal remedies to compel enforcement, legal and equitable. Any and all costs and attorney’s fees shall be assessed back to the account of the offending Owner at the time they are incurred.
6. The Association reserves the right to have any vehicle immediately towed from the property if they are in violation of its traffic, parking, or safety laws, Regulations, or Rules. Including, but not limited to, parking on the grass, a no-parking area, blocking egress, and/or a fire lane.



XIV. CONTACT INFORMATION

EMERGENCY SERVICE

Fire, Police or Medical Emergency 911
Non-Emergency 311

Village of Palatine

200 E. Wood Street Hours
Palatine, IL 60067 Monday - Friday
Phone: (847) 358-7500 8 a.m. - 4 p.m.
Web: www.palatine.il.us

SAN TROPAL MASTER ASSOCIATION, INC.

Email: santropalmasterboard@gmail.com

MPERIAL ASSET MANAGEMENT, LLC Property management agent

110 N. Brockway St., Ste 320 Hours
Palatine, IL 60067 Monday - Friday
Phone: (847) 757-7171 x 803 9 a.m. - 5 p.m.
Email: santropaipalatine@gmail.com
Web: mperial.com

TOWING COMPANY

NWR - Northwest Recovery

4050 Industrial Ave.
Rolling Meadows, IL 60008
Phone: 847-255-7360
Fax: 847-255-7563
Web: northwestrecovery.com

XV. FEES AND FINES

1. Flat fine per violation - \$250.00 or the set cost.
2. San Tropai parking permit – \$20.00 or the set cost.
3. San Tropai Visitor Parking permit (tag) – \$20.00 or the set cost.
4. Exercise room key – \$25.00 or the set cost.
5. Swimming pool key – \$25.00 or the set cost.
6. Swimming pool pass (rubber band) – free, limit 2 per unit.
7. Clubhouse rental fee – \$200.00 or the set cost.
8. Clubhouse security deposit – \$500.00
9. Garage remote opener - \$35 or the set cost.

The fine must be paid within 30 days from the date of the final decision.

XVI. APPENDIX FORMS

1. SAN TROP AI PARKING RULES (SUMMARY), form STPR rev.1-24
2. VEHICLE REGISTRATION APPLICATION, form VRA rev.1-24
3. PARKING SPACE LEASE AGREEMENT (STMA), form PSLA rev.1-24
4. CLUBHOUSE RENTAL AGREEMENT, form CHRA rev.1-24



SAN TROP AI MASTER ASSOCIATION

SAN TROP AI PARKING RULES (SUMMARY)

Driving direction when entering and exiting the lower-level garage and upper-level parking lot are circling in a COUNTER-CLOCKWISE manner only.

The back of the building is for loading and unloading vehicles only. There is a two (2) hour limit.

NO OVERNIGHT PARKING (12:00 a.m. - 6:00 a.m.) PERMITTED in back and front of the buildings. NO PARKING is allowed under the canopy or around the circle.

Only homeowners with a SAN TROP AI RESIDENT PARKING PERMIT are allowed to park in the lower-level garage and upper-level parking lot.

Only vehicles with valid handicap placards are permitted to park overnight in designated spaces.

Parking spaces by the clubhouse are for parties and meetings ONLY. Violators will be towed at the homeowner's expense.

Vehicle must be registered at 1243 or 1275 E Baldwin Lane. Proof of registration required.

San Tropicai Resident Parking Permits (stickers) must be placed on inside lower right corner of the windshield (passenger side).

Additional stickers may be purchased for \$20.00 or the set cost upon approval from the Master Board. Contact the Management or the Master Board for the form and required documentation.

All cars parked overnight on the upper parking must display a "San Tropicai Parking Permit"

Visitors staying at night should display Parking permit for San Tropicai visitors(tag). It is allowed to five (5) days, more days must be approved by the Master board. A written request or email must be submitted by the homeowner with advanced notice of the extension.

It is the homeowner's responsibility to inform their tenants, visitors, and contractors of these rules.

Any violation of the above-mentioned rules will result in any or all of the following:

- 1) Fine issued by the Master Association – \$250
- 2) Ticket issued by Palatine Police Department
- 3) Towing of the vehicle at the homeowner's expense

The enforcement of the San Tropicai Parking Rules begins immediately.

Towing Company: Northwest Recovery
4050 Industrial Ave. Rolling Meadows, IL 60008
Tel. 847-255-7360

For additional details read full version of San Tropicai Master Association Rules and Regulations.

1243/1275/1277/1279 East Baldwin Lane • Palatine, IL 60074

santropaimasterboard@gmail.com



SAN TROPAI MASTER ASSOCIATION

VEHICLE REGISTRATION APPLICATION

The parking sticker/tag permits to park the vehicle in within of the San Tropai property in accordance of the San Tropai Vehicle Rules and Regulations, and the vehicle(s) must be registered to the owner’s name and licensed per local regulations.

To register a vehicle and/or obtain an additional parking sticker(s) Unit owner shell to provide

1. The San Tropai VEHICLE REGISTRATION APPLICATION form to the Board, in care of the management company, including the "C.Y.M.B.AL.S." method of describing their vehicles. (Color, Year, Make, Body style, And License, ex. Black, 1999 Dodge 4 door, license 123456)
2. The current Vehicle Registration Identification card registered to the owner’s name and/or the car’s insurance. A maximum of two (2) permits for vehicles registered to one unit. Additional parking sticker(s) is/are subject to board approval and available through the MANAGEMENT for the set cost when providing the required information above.

In the event of a change of vehicles, the owner/resident must submit an updated vehicle registration application. Owners who received sticker(s) from a previous homeowner must submit an "APPLICATION VEHICLE REGISTRATION" form with the current vehicle(s) information. Otherwise, the sticker(s) will be canceled and the vehicle(s) will be towed at the owner's expense.

The parking sticker must be displayed in full view on the inside of the LOWER RIGHT CORNER OF THE WINDSHIELD (PASSENGER SIDE) at all times. The guest parking tag must be placed on the vehicle's windshield mirror.

BUILDING **1243 / 1275** UNIT _____ GARAGE PARKING SPOT # _____

VEHICLE LICENSE PLATE	NAME ON REGISTRATION		OWNER CONTACT	
STICKER#	MAKE	MODEL	COLOR	YEAR

VEHICLE LICENSE PLATE	NAME ON REGISTRATION		OWNER CONTACT	
STICKER#	MAKE	MODEL	COLOR	YEAR

VEHICLE LICENSE PLATE	NAME ON REGISTRATION		OWNER CONTACT	
STICKER#	MAKE	MODEL	COLOR	YEAR

GUEST PARKING TAG				
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1243/1275/1277/1279 East Baldwin Lane • Palatine, IL 60074
santropaimasterboard@gmail.com



SAN TROP AI MASTER ASSOCIATION

PARKING SPACE LEASE AGREEMENT

This agreement between parties known and legally identified as SAN TROP AI MASTER ASSOCIATION, LESSOR and the OWNER, LESSEE, _____

print First and Last name

Unit Number _____, residing 1243/1275 Baldwin Lane, Palatine, IL 60074, and certifies that the LESSOR will provide the LESSEE with the Parking Space Number _____ for the term of 1(one) year from the date of signing this agreement by both parties, and the LESSEE will pay to the LESSOR the total amount of \$_____

amount in writing

Failure to provide the payment will result in the termination of this agreement.

SAN TROP AI MASTER ASSOCIATION
BY ITS REPRESENTATIVE

OWNER

Signed by _____

Signed by _____

LESSOR _____

LESSEE _____

Print Name

Print Name

Date _____

Date _____

1243/1275/1277/1279 East Baldwin Lane • Palatine, IL 60074
santropaimasterboard@gmail.com



SAN TROPICAI MASTER ASSOCIATION

CLUBHOUSE RENTAL AGREEMENT

UNIT OWNER'S NAME _____

CONTACT PHONE _____

ADDRESS _____

DATE REQUESTED _____ TIME OF EVENT: DAY/EVENING _____

ANTICIPATED ATTENDANCE _____ # OF CHILDREN UNDER 21 _____

WILL ALCOHOLIC BEVERAGES BE SERVED? _____

Renter agrees NOT to serve alcoholic beverages to anyone under 21 years of age. INITIALS: _____

WILL FOOD BE CATERED? BY WHOM? _____

WILL THERE BE DELIVERY OF ANY RENTAL FURNITURE OR EQUIPMENT? _____

NAME OF DELIVERY COMPANY OR RENTAL FIRM AND TYPE OF EQUIPMENT AND/OR

EQUIPMENT THAT WILL BE DELIVERED: _____

AT THE SOLE DISCRETION AND DIRECTION OF THE BOARD OF DIRECTORS OF THE SAN TROPICAI MASTER ASSOCIATION, FORFEITURE OF THE SECURITY DEPOSIT, FINES, OR BILLING FOR ACTUAL COSTS FOR CLEANING AND/OR REPAIRS MAY OCCUR FOR VIOLATIONS OF ANY OF THE FOLLOWING REGULATIONS.

Future rental privileges may also be forfeited. Damage caused to the facility or common areas directly or indirectly by owner (or tenant) and/or guests attending the function in excess of any security deposit will be billed directly to the Unit Owner's account by the Managing Agent and become due and payable upon billing in the same manner as assessments.

The Rental Agent and the renter will inspect the Clubhouse after the event at which time the keys must be returned. At this time the renter shall disclose any damage to the property. The Security deposit will be returned within seven (7) days provided there are no damages or other violations of these rules.

INITIALS: _____ I certify that I have read, understood, and agree to the CLUBHOUSE TERMS AND CONDITIONS and the above clubhouse rental agreement.

I/We, the undersigned, have read this agreement in its entirety before signing, have received copies of the Rental Agreement, and have agreed to abide by all rules and regulations. I/We understand that I/We assume all liability in connection with the rental of the clubhouse. I/We further agree to hold the San Tropicai Master Association, its Board of Directors, and its Managing Agent harmless in any legal actions connected with this rental.

UNIT OWNER'S SIGNATURE _____

DATE _____