

**SHENANDOAH
CONDOMINIUM
ASSOCIATION**

**RULES
AND
REGULATIONS**

RENTAL POLICY

It is the policy of the Shenandoah Townhome Association that any owner wishing to rent out his unit must adhere to the following:

1. Prior to the signing of any lease agreement, the owner must provide, at his expense, the original lease application completed by the prospective tenant, a completed credit investigation report and a completed background check (information on how to procure these reports may be obtained from the managing agent).
2. Occupancy is limited to two individuals per bedroom.
3. Proof of Home Owners insurance must be provided annually.
4. The owner must use the Lease Agreement provided by the Association.
5. Once all information is submitted to the managing agent, it will be reviewed by the Board of Directors. THE APPROVAL OF THE BOARD OF DIRECTORS MUST BE OBTAINED PRIOR TO THE SIGNING OF ANY LEASE AGREEMENT.

6. Exclusions:

This policy does not apply when the lessee is part of the immediate family of the owner – sibling, parent or child.

7. Existing Leases -

All existing lease agreements in effect at the time this rule is passed will submit all requested documentation within 45 days of the rule taking affect. In the event that the Board of Directors does not approve the Lessee, the owner will not renew the lease at its expiration.

8. Owner Responsibilities –

It is the responsibility of the owner that his lessee follows all rules and regulations of the Association. Any fines assessed for violations will be charged to the owner's account. In the event that any egregious event occurs which necessitates that the lessee be evicted, it will be the responsibility of the owner to see that said eviction takes place. In the event that the owner refuses to comply with the requested eviction, the Association reserves the right to proceed, and any costs associated with said eviction will be assessed against the owner's account.

9. Remedies –

Failure to adhere to these rules shall result in a fine of \$25.00 per day until all proper documents are submitted or proper action is taken. This includes any owner who proceeds to lease his unit even though Board approval has been denied. The fine of \$25.00 per day will be levied until the offending lessee no longer occupies the premises.

Shenandoah Townhome Condominium Association

Association Rules and Regulations

The Shenandoah Board of Directors has compiled and updated Rules and Regulations that were previously adopted by prior Association Boards. These rules were distributed when adopted but your current Board felt it was important to have them re-distributed for the benefit of all who live in the community.

All rules were established to maintain the well-being of the community and its residents and set forth penalties for certain violations. Any violations will be implemented by the Property Manager who is hired as the Agent of the Board.

All Owners, residents and guests must follow these rules and any additional rules that the current or future boards decide to pass. It is the Owner's responsibility to ensure that his home, guests and any renters are made aware of these rules. All fines will be the responsibility of the unit owner.

Please keep these rules where they can be easily referenced. All owners are strongly encouraged to provide copies to your tenants. Ignorance of the rules is not an acceptable excuse.

Please come to the board meetings so that you are kept up-to-date on the status of the community and any changes that are made.

Cordially,

Shenandoah Board of Directors

April 1, 2012

CONDOMINIUM LEASE AGREEMENT

THIS LEASE AGREEMENT, made this _____ day of _____, 2____ by and between _____, herein called "Landlord" and _____ (hereinafter "Tenant":

WITNESSETH THAT:

In consideration of the mutual covenants, promises and agreements herein contained, Landlord hereby rents to Tenant and Tenant hereby leases from Landlord the premises known and designated as _____, Unit No. _____, being a unit in the Shenandoah Condominium Association, located in Carpentersville, Illinois, ("Premises"), for a term of one year commencing on the _____ day of _____, 2____ and fully ending at midnight on the _____ day of _____, 2____ ("Lease Term") for occupancy by no more than _____ persons. During the Lease Term Tenant shall pay to Landlord a basic rent equal to \$_____ per month.

The first monthly installment of basic rent shall be paid upon execution of this Lease and the remaining installments shall be paid in advance on the first day of each month during the Lease Term, at the place designated by Landlord. For any portion of a calendar month included at the beginning of the Lease Term, Tenant shall also pay upon the execution of this Lease the prorated portion of the basic rent for such month. For any portion of a calendar month included at the end of the Lease Term, Tenant shall pay with his last full month's rent the prorated portion of the basic rent for such month.

THE PARTIES DO HEREBY AGREE AND COVENANT AS FOLLOWS

- 1. TENANT'S REPRESENTATIONS AND POSSESSION.** Tenant represents and warrants that the statements made on Tenant's signed application, which application is hereby incorporated by reference, are material representations which Tenant acknowledges have been relied upon by Landlord, the falsity of which, in whole or in part, shall constitute a breach of this Lease entitling Landlord at his option, to terminate the Lease and repossess the Premises from the existing tenant, if any, by the commencement date hereof, and if Landlord is unable to deliver possession of the Premises to Tenant at the commencement date for any reason, Tenant's right of possession shall be postponed without any liability on the part of Landlord to Tenant for such postponement, until such time when the Premises shall be in suitable physical condition for occupancy, or until such time when Landlord is able legally to deliver possession.
- 2. CONDITION OF PREMISES.** Tenant hereby acknowledges that Tenant has inspected the Premises and agrees to accept the Premises in an "as-is" condition and the acceptance of this Lease shall be deemed conclusive evidence that the Premises are on the date hereof in satisfactory condition and repair, unless otherwise specified herein. Tenant agrees that neither Landlord nor any agent of Landlord has made any representation as to the condition of the Premises and no promises have been made to decorate, alter, repair or improve the Premises.
- 3. SECURITY DEPOSIT.** Tenant shall deposit with Landlord upon the execution of this Lease the sum of \$_____ to be held by Landlord as a security deposit ("Security Deposit"), to insure the full and faithful performance by Tenant of each and every term, provision, covenant and condition of this Lease. At the termination of the tenancy hereunder, for whatever cause, Landlord may use, apply or retain all or any portion of the Security Deposit for any obligation of Tenant arising under the terms of this Lease of as liquidated damages for Tenant's premature termination of the Lease Term; provided, however, that in any such event Landlord may seek redress against Tenant for any damages suffered by Landlord in excess of the Security Deposit. The Security Deposit or any portion not so used, applied or retained shall be refunded to Tenant within forty-five days after termination of the tenancy and delivery of possession of the Premises to Landlord with interest, if any, required by law. Tenant shall not utilize the Security Deposit as rent, or require Landlord to indemnify itself by resort to the Security Deposit with respect to any violation or default by Tenant. In the event that any part of the Security Deposit shall have been utilized by Landlord in accordance with the terms hereof or applicable law, Tenant shall upon demand immediately deposit with Landlord a sum equal to the amount so applied by Landlord so

Landlord shall have the full Security Deposit on hand at all times during the Lease Term, including any extension, renewal or holdover term. In the event of the sale, transfer or assignment by Landlord of its interest in the Security Deposit to the transferee whereupon Landlord shall be released from all liability for the return of the Security Deposit and Tenant shall look solely to the new landlord for the return of the Security Deposit. In the event of any permitted assignment or sublease of this Lease by Tenant the Security Deposit shall be deemed to be held by Landlord as a deposit made by Tenant's assignee or sublessee and Landlord shall have no further liability to return such Security Deposit to the assignor or sublessor.

4. PERSONAL PROPERTY; LANDLORD'S LIABILITY. (a) All personal property located or stored in the Premises shall be kept and stored at Tenant's sole risk and Tenant shall indemnify and hold harmless Landlord from and against any loss or damage to such property arising out of any cause whatsoever. Landlord shall not be liable except in the case of Landlord's direct negligence or willful misconduct, for any injury, damage or loss resulting from any accident or occurrence in or upon the Premises sustained by Tenant or any person claiming through Tenant.

(b) Landlord shall not be liable for any damages sustained by Tenant or anyone claiming through Tenant resulting from the action or inaction of the unit owners association, the managing agent or any of the agents or employees, whether negligent or otherwise, or for the failure of any of them to provide heat, electricity, water, sewer or other services. Landlord agrees to use its best efforts to obtain from the unit owners association on behalf of Tenant, upon request, all services to which Landlord is entitled as owner of the unit.

5. COMPLIANCE WITH CONDOMINIUM INSTRUMENTS. Tenant's right to use and occupy the Premises shall be subject and subordinate in all respects to the provisions of the Declaration of Condominium and By-Laws ("Condominium Instruments") and to such other rules and regulations as the Board of Managers of the unit owners association may from time to time promulgate ("Rules and Regulations"). Failure to comply with the provisions of the Condominium Instruments or the Rules and Regulations shall constitute a material breach of this Lease. This Lease grants Tenant a leasehold estate in the Premises for the Lease Term specified together with a license granting Tenant, for such Lease Term, Landlord's rights to use the common elements and common facilities of the Condominium (excluding without limitation membership rights in the unit owners association), provided that Tenant and Tenant's family, permittees, licensees, employees and agents exercise such license in accordance with the provisions of the Condominium Instruments and Rules and Regulations. Tenant shall indemnify and hold harmless Landlord from and against any damages, direct or indirect, incurred by Landlord as a result of the noncompliance by any of the aforesaid persons with the provisions of any of the Condominium Instruments, Rules and Regulations, or any other covenant of this Lease.

6. MAINTENANCE. Tenant shall keep the Premises neat, clean and sanitary, dispose of all rubbish, garbage and other organic or flammable waste in a clean, safe and sanitary manner. Tenant shall use and operate all electrical, gas, plumbing and heating fixtures and appliances in accordance with the operating instructions in a safe manner, shall provide all appropriate maintenance for such equipment and in the event the plumbing in the Premises is obstructed due to the negligence of Tenant or Tenant's family, permittees, licensees, employees or agents, shall pay the cost of clearing such obstruction immediately upon presentation of the bill to Tenant by Landlord. Tenant shall not permit any person to destroy, deface, damage, impair or remove any part of the Premises or the facilities and appurtenances thereto, and shall not himself do any such thing. Tenant shall, at his own expense, furnish and replace all light bulbs, fuses and faucet washers as needed. Tenant shall promptly report any defect, damage or breakage in the structure, equipment or fixtures to landlord and, in the absence of Landlord, to the unit owners association. Tenant will be held responsible for any damage to the Premises caused by any negligence on the part of Tenant. Tenant shall be responsible for such items as caulking around tubs and in showers, stoppage of water closets and drains, etc. Tenant shall not refinish or shellac wood floors, if any, and shall keep any such floors waxed with paste wax. Tenant shall keep any carpeting on the Premises clean and in good condition. Any repairs made necessary due to the negligence by acts of commission or omission of Tenant, his family guests, employees, or pets shall be paid for by Tenant, but Tenant shall not order repairs on or about the Premises without prior approval from Landlord.

7. INSPECTION AND REPAIR. Landlord, its agents or employees and mechanics authorized by Landlord or the unit owners association or managing agent, shall and may, from time to time, at all reasonable hours, without notice to Tenant, enter in and upon the Premises to render services and make adjustments in connection therewith, customary or necessary in the construction, remodeling, or in the maintenance of the Premises and for all other proper purposes. Upon 2 hours prior notice to Tenant, Landlord shall have the right, during the Lease Term to show the Premises to prospective tenants and to show the Premises to prospective purchasers; and during the last ten days of the Lease Term shall have free access to the Premises in order to make repairs or redecorate same for the incoming tenant or purchaser should Landlord deem this action necessary. Landlord shall retain a key to the premises.

8. ALTERATIONS. Tenant will not remodel or make any structural changes, alterations, additions or decorations to the Premises; will not paper, paint or decorate; nor install, attach, remove or exchange appliances or equipment, such as air conditioning, heating, refrigerating or cooking units, radio or television antennae; nor drive nails or other devices into the walls or woodwork (a reasonable number of picture hangers excepted), nor change the existing locks of the Premises, without the prior written permission of Landlord.

9. REQUIRED ALTERATIONS. If at any time during the Lease Term or any extension, renewal or holdover term, Landlord should be required by any governmental authority, the unit owners association or the managing agent to make repairs, alterations or additions to the Premises occasioned by the use which Tenant makes of the Premises, Tenant agrees to make such repairs, alterations or additions in a first-class manner at Tenant's cost and expense, and if Tenant shall fail to make such repairs, alterations or additions, Landlord shall have the right to terminate this Lease and to possession of the Premises by serving on Tenant not less than thirty days written notice to vacate.

10. USES. The Premises will be used solely as a dwelling to be occupied by no more than the number of persons set forth above, including children, and for no other purpose. No person other than Tenant and the members of the immediate family of Tenant shall be permitted to occupy the Premises without the prior written consent of Landlord; provided, however, that occasional visits of guest not to exceed two weeks during any consecutive twelve-month period without prior written consent of Landlord, are permitted. Tenant will not use or allow the Premises to be used for any disorderly or unlawful purposes or in any manner offensive to others and Tenant will comply with all applicable laws and ordinances.

11. UTILITIES. Tenant shall pay all utility bills for services separately metered or billed to the Premises during the Lease Term, including any extension, renewal or holdover term, as the same become due and payable.

12. PARKING-STORAGE. Tenant shall have the right under this lease to use the parking space and storage space appurtenant to Landlord's unit, if any, in compliance with the provisions of the Condominium Instruments and Rules and Regulations of the Condominium so long as the Tenant is not then in default under this Lease. Should Landlord be required to pay additional assessments or fees relating to such parking space or storage space, Tenant shall reimburse Landlord for such fees with the monthly payment of rent.

13. SUBLET. Tenant shall not assign this Lease or sublet the Premises or any portion thereof, or transfer possession or occupancy thereof to any other person or persons without prior written consent of Landlord.

14. DEFAULT. Upon: (a) Violation by Tenant of any of the provisions and agreements herein contained; (b) failure of Tenant to pay the rent when due and payable; (c) if Landlord shall at any time deem the tenancy of Tenant undesirable by reason of objectionable or improper conduct on the part of Tenant, Tenant's family, permittees, licensees, employees, or agents, or causing annoyance to other occupants of the Condominium, which results in complaints to Landlord by the unit owners association, managing agent, other unit owners or any governmental authority; or (d) should Tenant occupy the Premises in violation of the Condominium Instruments or Rules and Regulations, then and in any of such events, at the option of Landlord this Lease shall forthwith cease and determine and shall operate as a notice to

quit, any notice to quit as required by law, in each event being hereby expressly waived, and Landlord may thereupon proceed to recover possession of the Premises in accordance with the provisions of the law regulating proceedings in cases between Landlords and tenant, and when such possession is obtained Landlord may at the option of Landlord re-rent the Premises at the risk and cost of the defaulting Tenant, whose default in no instance shall relieve him of liability for the difference between the rent herein reserved and the rent actually received by Landlord during the term remaining after such default occurs.

15. BANKRUPTCY. In the event Tenant is adjudicated a bankrupt or makes an assignment for the benefit of creditors, this Lease, at the option of Landlord, shall forthwith cease and determine, and the Premises shall be surrendered to Landlord, who hereby reserves the right to forthwith re-enter and repossess the Premises.

16. SURRENDER. Tenant will, upon termination of this Lease, surrender the Premises and all fixtures and equipment of Landlord therein in good, clean and operating condition, in the same condition as when received, ordinary wear and tear excepted. Tenant shall at the time of vacating the Premises, clean the Premises, including without limitation the stove and refrigerator, and remove all trash from the Premises. If such cleaning and removal of trash is not accomplished by Tenant, action deemed necessary by Landlord to accomplish the same may be taken by Landlord at Tenant's expense. Upon vacating the Premises Tenant shall deliver all keys thereto to Landlord within twenty-four hours after vacating. Failure to comply will be cause to charge Tenant for changing locks.

17. HOLDOVER. If Tenant shall remain in possession of the Premises at the expiration of the Lease Term, Tenant shall become a tenant by the month at the daily rental of \$50.00 per day to be paid as aforesaid, and Tenant shall be subject to all of the agreements and conditions herein contained. Either party shall give to the other at least thirty days written notice of any intention to terminate this Lease during any extension, renewal or holdover term.

18. DESTRUCTION. If the Premises shall be damaged or destroyed by reason of fire or other casualty not resulting from the negligence of Tenant or Tenant's family, permittees, licensees, employees or agents, and as a result thereof shall be uninhabitable, the rent provided herein shall be suspended until the Premises shall have been restored to a habitable condition; provided, however, that Landlord may notify Tenant that Landlord does not intend to repair the Premises, in which event this Lease shall terminate and neither party shall have further liability to the other. If, however, such damage or destruction does not render the Premises uninhabitable, Landlord shall promptly undertake to repair the same, in which event this Lease shall remain in full force and effect without any abatement of rent. Landlord shall not be liable to Tenant for failure to repair caused by actions not within Landlord's control, such as actions of the unit owners association, managing agent or governmental or other authorities.

19. CONDEMNATION. In the event that the Premises or any part thereof (other than common elements, the taking of which does not prevent continued occupancy of the Premises) is taken by any authority exercising the power of eminent domain, this Lease shall terminate as of the date possession shall be taken by the condemnor. Tenant waives all claims against Landlord or any condemning authority by reason of the complete or partial taking of the Premises, and shall not be entitled to receive any part of any award which Landlord may receive, hereby quit claiming all interest therein to Landlord.

20. WAIVER. No waiver by Landlord of one breach of any covenant of agreement herein contained shall be construed to be a waiver of the covenant or agreement itself, or of the subsequent breach thereof. Acceptance of the rent or acquiescence in a default shall not operate as a waiver of such default, even though such acquiescence continues for an extended period of time.

21. ATTORNEY'S FEES. If Landlord employs an attorney because of the violation of any covenant, agreement or provision of this Lease, Tenant shall pay such attorney's fees and incidental costs of collection.

22. SUBORDINATION. This Lease is and shall remain subject and subordinate to all mortgages or deeds of trust now or hereafter affecting the Premises or the building in which the Premises are located.

Although the subordination provisions of this section shall be deemed automatic, Tenant shall within five days after demand execute any and all instruments requested by Landlord to evidence such subordination, and upon Tenant's failure to do so Tenant hereby irrevocably appoints Landlord as Tenant's attorney-in-fact to execute such instruments for and on behalf of Tenant.

23. AGENCY. If Landlord appoints an agent to manage the Premises and collect the rent due under this Lease, Landlord may authorize the agent to act for Landlord under the terms of this Lease and Tenant shall in all cases comply with the reasonable exercise by the agent of any and all of Landlord's rights under this Lease.

24. NOTICE. Any notice provided for or permitted by this Lease to be given by one party to the other may be given sufficiently for all purposes in writing, mailed as registered or certified United States mail, postage prepaid, addressed to the party to be notified at such party's address as set forth herein or the last address designated by such party in writing to the other, or delivered personally within the greater Chicagoland area to Landlord or Tenant as the case may be, and shall be deemed conclusively to have been given on the date of such mailing or personal delivery.

25. MISCELLANEOUS. The conditions and agreements contained herein to be performed by the respective parties, are binding on, and may be legally enforced by, the parties, their heirs, executors, administrators, successors, and assigns, respectively. The captions and headings herein are for convenience of reference only and in no way define or limit the scope or content of this Lease or in any way affect its provisions. Landlord and Tenant hereby expressly waive trial by jury in any action, proceeding or counterclaim brought by either of them against the other arising out of this Lease. This Lease embodies the final and entire agreement and understanding between the parties, supersedes all prior negotiations, agreements and understandings, and neither Landlord or Tenant nor their agents shall be bound by any terms, conditions, statements, warranties, or representations, oral or written not herein contained. Any provision of this Lease may be modified, waived or discharged only by an instrument in writing signed by the party against which enforcement of such modification, waiver or discharge is sought. Feminine or neuter pronouns shall be substituted for those of the masculine form and the plural shall be substituted for the singular number in any place herein which the context may require such substitution. Tenant shall acknowledge and recognize as Landlord any assignee or transferee of this Lease. The provisions of this Lease are severable and the invalidity or unenforceability of any provision of this Lease shall not affect or impair any other provision.

26. COUNTERPARTS. This Lease may be executed in any number of counterparts, each of which shall be an original but all of which shall together constitute one and the same instrument. One copy of the fully executed Lease shall be delivered by Landlord to the unit owners association at least ten days prior to occupancy by Tenant.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be duly executed on the date first written above.

LANDLORD:

By: _____

Title: _____

Address: _____

TENANT(s):

Address:

Shenandoah Townhome Condominium Association

Enforcement of Good Neighbor Rules

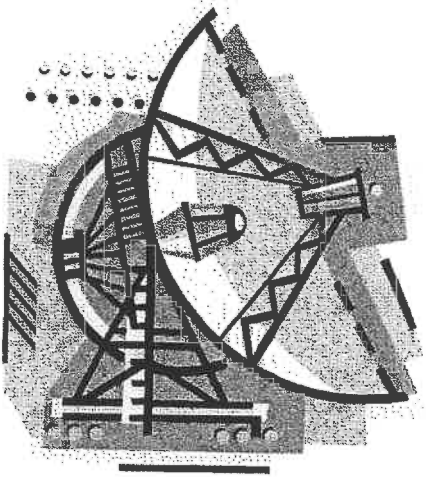
1. All activity must be moved indoors after 10:00 P.M., Sunday thru Thursday, and 11:00 P.M. Friday and Saturday.
2. No noxious or offensive activity shall be carried on in the Condominium Property and nothing shall be done in the Condominium Property, either willfully or negligently, which may be or become an annoyance or nuisance to the owners or occupants of the Dwelling Units.
3. No audio may be played loud enough that it can be heard inside neighboring units.
4. All homeowners and their families must respect the exclusive use of other homeowners Limited Common Elements. This includes (but is not limited) a discrete distance from all homeowner's units when playing, walking a dog, chatting with neighbors and the exclusive use of the unit driveways.
5. Any trash generated by an activity must be picked up at the conclusion of the activity, regardless of where it is held.
6. Based upon the violations, the Board will issued fines proportion to the seriousness of the offense.
7. Fines will be levied as follows:

a. First offense	\$250.00
b. Second offense	\$500.00
c. Third offense	\$750.00
d. Subsequent offense	To be determined by board

Issued Date: 2005

Revised Date: April 1, 2012

SHENANDOAH CONDOMINIUM ASSOCIATION SATELLITE REQUIREMENTS



The unit owner must submit a letter of request or an application to the management company detailing the proposed work to be performed on the unit **prior** to any work beginning. The letter of request must list and state that the following guidelines will be followed by the homeowner. Please include your name, address and phone number.

1. ***Dish should not be attached to the building in any way.***
2. *Dish should be installed on a pole in the landscaping immediately adjacent to the patio and no further from the building than 2 feet so as not to stand out noticeably. The Dish may be installed on your balcony.*
3. *Dish cannot be observed from the front of the building.*
4. *Homeowner is responsible to make any necessary plant material replacements should installation cause damage.*
5. *Dish must have a southern exposure, but not in the front of the building.*
6. *Maximum dish size must be less than 1 meter in diameter.*
7. *Pole with dish must not exceed 36 inches in height.*
8. *All wires are to be buried deep enough to allow cultivation of the grounds.*
9. *The Association will not be responsible for any future repairs of the dish, wires, poles, etc.*
10. *Homeowner must send written request to the Association listing the above guidelines and stipulating that the guidelines will be followed. Homeowner cannot install dish without receiving written permission from the Association.*

You may either mail or FAX your request to:

Shenandoah Condominium Association

**Hillcrest Property Management**
Property Management Specialists
55 West 22nd Street - Suite 310 | Lombard IL 60148

Satellite Dish & Antenna Policy

These general rules are set forth with regard to the installation of Antennas and Satellite Dishes that require mounting outside of the Owners Unit.

1. No radio, television, transmitting antennas, satellite dishes or other external apparatus shall be installed on the exterior of the building without prior Board approval.
2. Normal radio and television installations within the owners unit are acceptable.
3. Only satellite dishes measuring a maximum of 18" in diameter may be installed with Board Approval.
4. Before any installations take place, the Unit Owner must submit a written application to the Board and follow these procedures:
 - a. The application must be approved before installation can begin
 - b. All installations once approved, must comply with local ordinances, codes and regulations.
 - c. The Unit Owner is responsible for the maintenance, repair, replacement and removal of the satellite dish. This shall include, but not be limited to, any restoration to the unit if the satellite dish is removed, replaced or moved to another location. This includes the repair of any building damage caused by the installation.
 - d. The Association reserves the right but not the obligation to inspect and require any work to the satellite dish or any part of the building or Common Elements affected by the satellite dish.

- e. Satellite dishes will only be allowed on the Limited Common Elements such as patios, balconies or on posts mounted in the landscape beds in the rear of the units. If another location is required to receive satellite reception, the homeowner must obtain an additional written approval from the Board before the satellite dish is moved and re-mounted.
- f. Satellite dishes may not be installed anywhere on the Common Elements.

Owners who do not obtain prior approval for their satellite installation will be fined as follows:

\$50 Prior approval not obtained

\$100 (additional fine) if the proper request for approval is not filed with the Property Manager within 10 days of receiving the violation notice.

SHENANDOAH CONDOMINIUM ASSOCIATION
ARCHITECTURAL CONTROL IMPROVEMENT FORM

Name: _____ Date: _____

Address: _____

Lot Number: _____ Phone Number: _____

Nature of Improvement: _____

Color: _____

Location: _____

Dimensions: _____

Construction Material: _____

Supplier: _____ Approximate Cost: _____

A Sketch of all Improvements Must Be Attached To The Application To Show Location And Dimensions!

I/We understand the rules concerning the proposed improvement and that the Board of Director's Decision is Final. I/We agree to abide by the rules set forth by the Board of Directors and will be solely liable for upkeep, maintenance, and encroachment that this improvement may make on a neighbor's private property or on Common Area.

Date: _____ Signed: _____

For office Use Only:

Date Application Received: _____ Received By: _____

☐ Approved ☐ Disapproved Date: _____

☐ Approved ☐ Disapproved By: _____

Architectural Control Committee Member assigned to assist with the improvement: _____

Improvement Constructed and Inspected on: _____

Construction Approved: _____ Date: _____

Title: _____ Date: _____

Note: All construction shall begin within 30 days from approval date and be finished within 60 days from that same date. Failure will result in securing a new approval form.

Please return completed application to:

HILLCREST PROPERTY MANAGEMENT; 55 W 22nd St, Ste 310; Lombard IL 60148

or Via E-mail: mcourtney@hillcrestmgmt.com, or by fax: 630-627-0033

Shenandoah Community Watering Policy

The Shenandoah property was constructed with watering spigots only on the end units of each building. These spigots are designated to be used by owners and residents for the watering of the lawns, trees, plants and shrubs, etc. Due to the nature of the foliage that has been planted, it is important for Shenandoah owners and residents to keep this vegetation watered, especially in the warm summer months.

The owners of the end units are not responsible for the cost of water that is used for this purpose. The Shenandoah Association will reimburse each end unit owner for excess water that is used between the Months of May through October. The owners of these units must submit their bills that were dated during this period, along with (2) bills from non-watering periods, along with the Water Reimbursement Request Form. The owner will be reimbursed within the next billing cycle (15 days of receipt by the property manager).

Please note that end unit owners must keep their outside water on during the period of May through October. If you are leaving for the summer, it is important that you ensure your water is left on and that you notify the Property Manager regarding your absence. Penalties for failure to do so will be at the discretion of the Association Board of Directors.

The Board will be working with the property manager and Landscape Company to replant bare areas as our budget permits. It is important for all owners to maintain the vegetation on the premises. We appreciate your participation.

Issued Date: July 11, 2003

Revised Date: April 01, 2012

SHENANDOAH CONDOMINIUM ASSOCIATION

WATER REIMBURSEMENT REQUEST FORM

END UNIT WITH OUTSIDE SPIGOT ONLY

RESIDENT: _____

RESIDENT ADDRESS: _____

REQUIRED ATTACHMENTS:

2 COPIES OF WATER BILL FOR NON-WATERING MONTHS

1 COPIES OF WATER BILL TO BE REIMBURSED

FOR OFFICE USE ONLY

APPROVED BY : _____

DATE: _____

AMOUNT APPROVED: _____

_____ **YOUR ACCOUNT HAS BEEN CREDITED**

_____ **REIMBURSEMENT ENCLOSED**

ISSUED DATE: APRIL 1, 2012

Shenandoah Townhome Condominium Association

Proper Disposal of ^BGarage

1. Garbage may not be placed outside before 7:00 P.M. the day preceding pick up day. Under special circumstances exceptions to this rule may be granted by contacting the Association's Manager.
2. All garbage receptacles and recycling bins must be move indoors by midnight of the day of garbage pickup.
3. All garbage must be secured so as not to blow around the property:
 - a. All trashed must be secured in bags and placed inside the garbage tote.
 - b. All recyclables must be secured inside the recycling tote.
4. All garbage totes and recycling totes must be placed at the foot of your drive during the correct date and time outlined above.
5. If you have items that do not fit in the garbage tote, you must contact the Village of Carpentersville for special pick up. Under no circumstances should any items be placed on the common property or anywhere outside of your individual garbage tote. The Board reserves the right to levy the maximum fine of \$100.00 for each violation (for example mattresses, sofa, furniture, etc.).
6. Fines will be levied as follows:

a. First offense	\$25.00
b. Second offense	\$50.00
c. Third offense	\$100.00
d. Subsequent offense	To be determined by the board

Issued Date: September 28, 2005

Revised Date: April 1, 2012

Shenandoah Condominium Association

Garage Light Maintenance Policy

It is the homeowner's responsibility to maintain the outside garage lights on their respective unit.

1. The homeowners will have a period of ten (10) days, upon receipt of written notice, to replace a burned out light bulb.
2. Failure to return the outside light to working order will result in a \$25.00 fine which will be added as an outstanding balance to the owners account.
3. If an owner replaces the light bulb and the bulb does not light up, the manager should be contacted to replace the sensor and/or fixture as required.

Issued Date: August 1, 2005

Revised Date: April 1, 2012

Shenandoah Condominium Association

Garage Light Written Notice

DATE: _____

Name: _____

ADDRESS: _____

Please be informed that you have ten (10) days, upon receipt of this notice to replace the light bulb in your garage light as needed.

Failure to do so will result in a \$25.00 fine to have the Association replace the light bulb.

This is in accordance with the Shenandoah Condominium Association Garage Light Maintenance Policy, which became effective August 1, 2005.

Thank you,

Revised Date: April 1, 2012

Shenandoah Townhome Condominium Association

(New Rule – No Feeding Wild Birds, Squirrels and other Animals)

Shenandoah Owners, Residents and Guests are not permitted to feed the Wild Birds, Squirrels and other animals.

While nearly everyone enjoys our local wildlife, putting out food has caused significant problems to our patios, foundations and other structures. Feed that ends-up on the ground is a source of food for Chipmunks. Chipmunks have a proclivity for developing extensive tunnels and packing away food for the winter. These tunnels not only create a good nesting climate for these active breeders but the length and scope of the tunnels can also destabilize patios, walls and foundations.

Last fall the Board had to expend resources shoring-up patios, walkways and filling holes burrowed under foundations by these voracious critters. We have also had to call an exterminator to eradicate them from some buildings areas.

The Board expects adherence to this policy but will enact fines if it is found that violations are occurring. The effective date of this rule is the date of its publication, found in the bottom right-hand corner of this page.

Exceptions to this rule include liquid-type feeders for Hummingbirds, Orioles and other liquid feeding birds.

Issued Date: April 1, 2012

Shenandoah Townhome Condominium Association

Association Rules and Regulations

(Addendum to Rule – No Feeding Wild Birds, Squirrels and other Animals)

Pertaining to Shenandoah Rule of "No Feeding Wild Birds, Squirrels and Animals" (April 1st, 2012), the Shenandoah Board of Directors is providing this addendum to all Owners and Residents. As of May 15th, 2012, any seed-type bird feeders found on the property will be removed by our landscape company and destroyed.

This does not affect Liquid type feeders which are acceptable.

The Board has had to implement this policy to ensure compliance of the rule. Please take a moment to remove your feeders so that they will not have to been taken down and destroyed.

The Board reserves the right to fine violators as necessary to maintain enforcement of this rule.

Issue Date: May 15th, 2012

Shenandoah Townhome Condominium Association

Association Rules and Regulations

(New Rule – Driving Over Driveway Corners)

As everyone has probably taken note by now, all boulders at the end of the driveways have been removed.

A prior Board had these boulders installed to mitigate damage to grass at the end of the driveways by individuals driving over the corners instead of on the concrete.

The current Board elected to remove these boulders to prevent children from playing on them, to avoid the snow plows from pushing them into the street during plowing and, because the boulders were not uniform from drive-to-drive.

Unfortunately, no sooner were the boulders removed then owners begun cutting the corners of the driveways and damaging the grass. Since the Board can not continue to pay to fix the damaged turf, we have no choice but to issue this policy for those that can't keep their cars on the concrete.

As of the date of issue of this Rule, anyone running over the corner of the drive and on to the turf will be fined \$75 per incident. These funds will then be used to fix the damaged turf. These are double-wide driveways and there's no reason to be driving over the corners. Owners are responsible to ensure that their visitors and guests abide by this rule.

Fines shall be administered as follows:

Charge per Offense: \$75.00

Issue Date: May 15th, 2012

Appropriate Parking within the Shenandoah Community

The Board of Directors has determined that certain guidelines concerning parking in the Shenandoah community must be set to avoid any misunderstandings among our homeowners. The guidelines are as follows:

1. Homeowner designated parking areas are limited to the driveways in front of their garages only.
2. Parking in other areas located in the common driveway is prohibited.
3. Parking at the end of the common driveways is prohibited. Access to the fire hydrants is required.
4. The only Shenandoah guest parking is between buildings 3300 thru 3346 at the south end of the property. Parking in these guest parking areas is for all Shenandoah residents and is limited to a 24-hour period unless prior approval of the board has been received.
5. No parking is allowed in the driveways or unit that appears empty. These units have owners and violators will be subject to tow.

Violators will be towed to PETE'S A TOWING at the owner's expense.

Issued Date 2008

Revised Date April 1, 2012

Shenandoah Townhome Condominium Association

Outdoor Equipment Usage

This rule applies to such things as, (but is not limited to), swimming pools, swing sets, basketball hoops, tents, gazebos, volleyball nets, hockey/soccer nets, and skateboarding platforms.

1. No equipment may be left permanently installed anywhere on the property.
2. No equipment may be left unattended for any period of time.
3. In the case of temporary structures for parties, prior approval of the board must be obtained. The homeowners must show proof of insurance when requesting permission.
4. In the event that a homeowner does not remove the equipment as required the board reserves the right to remove it and charge the expense back to the owner.
5. Exceptions to this rule are as follows:
 - a. Barbecue grills on the patio/deck (no charcoal grills on balconies)
 - b. Patio tables and patio chairs on the patio/deck
6. Fines will be levied as follows:
 - a. First offense \$75.00
 - b. Second offense \$150.00
 - c. Third offense \$300.00
 - d. Subsequent offense To be determined by the board

Issued Date: 09/28/2005

Revised Date: 04/01/2012

Shenandoah Condominium Association

Motorized Vehicle Policy

The use of motorized vehicles on Common Elements is expressly prohibited with the exception of driveways.

Motorized vehicles include, but not limited to, automobiles, ATV's, motorized scooters, motorcycles, and snowmobiles.

Fines will be assessed as follows:

First Violation	Warning
Second Violation	\$250.00
Third Violation	\$500.00
All Subsequent	To be determined by Board

Issued Date: 2007

Revised Date: April 1, 2012

Shenandoah Condominium Association

Signs and Advertisements

(For Sale or for Rent)

Advertising signs for business, commercial or political activities are prohibited on the Property, except that a Realtor or By Owner "For Sale" or "For Rent" sign may be displayed, one in the condominium front window and/or one rear window of the condominium unit for sale. Signs shall be limited to a maximum size of 24" by 30" and no more than two (2) total signs per unit are permitted. Alarm systems signs, Fire Department Occupancy window stickers and No Solicitation signs are allowed.

Directional signs for home events (open houses, showers, parties, etc.) shall not be posted on the property more than twelve (12) hours before the event begins, and must be removed no later than twelve (12) hours after the conclusion of the event.

Signs may not be attached to the exterior of any building, mailboxes, lamp posts or trees; signs may not be implanted in the ground (with the exception of directional signs as noted above).

Issued Date: May 16, 2003

Revised Date: April 1, 2012

Shenandoah Townhome Condominium Association

Maintenance of Common Areas

Periodically, the Association will find it necessary to repair and/or enhance Common Areas and Limited Common Areas. It is the responsibility of each homeowner to insure that there is free and timely access to all areas. This includes, but is not limited to, such activities as driveways seal coating, concrete repairs, siding repair, painting, roof repairs, balcony repairs and utility problems.

1. In the event that entrance into individual units is required, prior arrangements will be made by the Associations Property Manager with the homeowners affected. In the event of emergency situations (fires, dangerous utility problems, etc), all efforts will be made to contact the homeowners. It is imperative that each homeowner provide the Property Manager with up to date contact information. The Association reserves the right to forcibly enter a unit in life threatening situations, or where circumstances present a danger to the community.
2. All homeowners are responsible for removing any and all impediments to the planned activity. This includes, but is not limited to, insuring that the driveways are clear, removing outdoor furniture, and removing equipment from walkways and outside the unit.
3. Homeowners will be notified in advance by the Association's Property Manager. Any homeowner that does not comply will be liable for fines and any additional expense incurred by the Association.

4. Any homeowner who interferes with the activity will be liable for fines and additional expense incurred by the Association.

5. Fines will be levied as follows:

- | | |
|-----------------------|---------------------------|
| a. First offense | \$100.00 |
| b. Second offense | \$200.00 |
| c. Third offense | \$500.00 |
| d. Subsequent offense | To be determined by board |

Park, Common Areas and Retention Pond Area Usage

PARK

All children under the age of seven (7) must be accompanied by an adult.

Children over the age of 14 and adults are not permitted on installed play equipment.

The Park must be left the same as when entered. The cost of any repairs plus fines will be charged to the owner who had responsibility for children damaging the area. This includes (but is not limited to) damage to vegetation and trash not properly disposed of.

All toys, equipment etc must be promptly removed after use.

COMMON AREAS

Common areas are for the use of any owners and their families.

Activities such as ball playing and other sport activities should be held in the park and not on the common grounds. Bicycles should remain on sidewalks and driveways and walked when in the park.

RETENTION POND

The retention pond and surrounding area is for the collection of rain water and surface runoff. No swimming or ice skating is allowed. No adult or child is permitted on the ice during winter. The surrounding area should be used with care and is for the exclusive use of Shenandoah Condominium owners and guests.

Fines will be assessed as follows:

First Violation	\$100.00
Second Violation	\$200.00
Third Violation	\$300.00
Fourth Violation	To be determined by Board (can include restricted access)

Shenandoah Condominium Association Pet Policy

No animals, (other than dogs, cats or other animals reasonably considered to be household pets), including pot belly pigs, shall be raised, bred, or kept anywhere on the property, nor shall any animal be kept, bred, or maintained for commercial purpose.

All pets must be leashed anywhere on the Property that is outside the boundaries of the unit itself.

Pets may not be left unattended outside of the unit at any time. Dog runs are strictly prohibited and dogs cannot be tethered.

Per City Ordinance*, Pet owners must clean up **IMMEDIATELY** after pets, removing pet defecation and disposing of it in a proper refuse container. Owners must show a visible means of waste removal. Appliances used to clean up after pets must be stored in the interior of the Unit or garage and may not be left outdoors.

No pet shall be allowed to create a nuisance or unreasonable disturbance or to damage any Common Property or the Property of any other resident.

The Unit Owner is responsible for the actions of pets or anyone residing in or visiting his/her unit. Any additional costs incurred by the Association for the repair of damage, personal injuries, or additional Association liabilities (such as increased insurance premiums) caused by the pet shall be assessed to the Unit Owner.

Fines shall be administered as follows:

First offense	\$50.00
Second offense	\$75.00

Third offense	\$100.00
Fourth offence	To be determined by Board

Pet owners are responsible for ensuring that they abide by all applicable City, County and State Ordinances.

*See the following web link for the up to date Carpentersville Pet Ordinance

www.vil.carpentersville.il.us

SHENANDOAH CONDOMINIUM ASSOCIATION

VIOLATIONS AND FINES POLICY

1. In accordance with Section 318.4(l) of the Illinois Condominium Property Act, if someone is believed to be in violation of any of the provisions of the Declaration and By-Laws or Rules and Regulations, a signed, written complaint must be submitted by an Owner, the property manager, a resident or a member of the Board of Directors. A written complaint form prescribed by the Board shall be sent to the manager. Owners are responsible for the conduct of all residents and guests occupying or visiting their unit.
2. The person charged with the violation will be given written notice of the complaint, informing him of the alleged violation and (1) will be given a warning not to repeat the conduct alleged or (2) of a time and place where the Board of Directors or its duly authorized committee will conduct a hearing to review the complaint.
3. At the hearing, they will have the opportunity to present a defense and respond to accusations. 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 its next regularly scheduled meeting.
4. The hearing will proceed based upon witness complaints and/or witness testimony. The Board/Committee will weigh all evidence prior to rendering a finding. All hearings shall be closed.
5. If any resident is found guilty of a violation, the Board will notify the guilty party in writing and a fine may be charged to the assessment account of the Owner of the unit in which the guilty person resides and collected with the monthly assessments.
6. There will be a \$25.00 fine for the first violation, provided the Owner has not been fined for the same violation within the last year. If the Owner has been fined for the same violation within the last year, the fine will be \$50.00. Third and subsequent fines will be \$100.00 for each infraction. Continuing violations may incur a daily fine of up to \$25.00 per day.
7. In the event of any violation of the Rules and Regulations, Declaration 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 attorneys' fees shall be assessed back to the account of the offending Owner at the time they are incurred.

Shenandoah Condominium Association

Board of Directors

In lieu of specific fines defined elsewhere, the following structure will be used:

- 1st Reported Offense - Warning
- 2nd Reported Offense - \$25.00
- 3rd Reported Offense - \$50.00
- 4th Reported Offense – Penalty to be determined by the Board commensurate by the severity and circumstances of the violation

All violations will be submitted to Foster Premier for collection after the homeowner has been notified by mail. Upon receipt of the notification, the homeowner has 10 days to appeal to the Board by submitting a written report. The Board will then at this time contact the appellant to schedule a hearing. Following the hearing, the Board will make a decision that will be binding.

SHENANDOAH CONDOMINIUM ASSOCIATION
VIOLATION COMPLAINT - WITNESS STATEMENT

PLEASE NOTE: A Violation Complaint must be completely filled out or the complaint will not be considered valid by the Board. After the report has been filed, it will be necessary for you to appear at a hearing. The violator will also be asked to attend this meeting. After hearing this case, the Board will determine if a violation occurred and if a fine should be levied.

Offender's Name: _____

Address: _____ Unit No. _____

Violation
Location: _____

Date of Violation: _____ Approx. Time: _____

VIOLATION(S): _____

Were any photographs taken? ☐ Yes ☐ No

If so, by whom: _____

Attach all photographs to this form or forward as soon as possible. Include photographer's name and date taken, and the name(s) of anyone else who was present.

Report submitted by: _____

Phone: _____

Address: _____

I have made the above statements based on my personal knowledge. I will cooperate with the Association and its attorneys to provide additional statements or affidavits, and, in the event of a hearing or trial, I will appear to testify as a witness.

Signature: _____ Date: _____

SHENANDOAH CONDOMINIUM ASSOCIATION
NOTICE OF VIOLATION

Date: _____

TO: Unit Owner _____

You are hereby notified, as the owner of Unit _____, that a Violation Complaint form has been filled out accusing you of violating the Association's Declaration, By-Laws or Rules and Regulations regarding:

This was allegedly violated by: _____

The Board of Directors will review the violation(s) at their next regularly scheduled Board Meeting on _____, 20__ at approximately _____ p.m.

You have a right to present a defense and evidence regarding this accusation. After hearing the case, the Board will determine if a violation occurred and if a fine should be levied.

Please be present at this meeting. The Board will proceed on the aforesated date with or without your presence.

Very truly yours,

Shenandoah Condominium Association
Board of Directors

cc: Occupant if rental

SHENANDOAH CONDOMINIUM ASSOCIATION
NOTICE OF DETERMINATION REGARDING VIOLATION

DATE: _____

TO: Unit Owner _____

On this _____ day of _____, 20____, the Board found you to be in violation of the Declaration, By-Laws or Rules and Regulations of the Association regarding:

This was violated by: _____

The Board has taken the following action:

- () The Board has determined that no violation occurred.
- () The Board has determined that a violation has occurred. Accordingly, costs and expenses of enforcement in the amount of \$_____ have been assessed against your unit and are now due.
- () Damages, expenses and administrative charges in the total amount of \$_____ have occurred and are now due.
- () Legal expenses in the amount of \$_____ have been incurred by the Association and are now due.
- () Damages have occurred or an architectural violation exists as charged in the complaint, and you are hereby notified to have the damages or violation corrected or repaired at your expense.
- () As a result of a second or subsequent violation, we have instructed our attorneys to inform you that legal proceedings will be instituted if further violations occur, and the expenses incurred will be assessed to you.

Very truly yours,

Shenandoah Condominium Association
Board of Directors

Shenandoah CA Violation Forms 12_15_03.DOC

SHENANDOAH CONDOMINIUM ASSOCIATION

Collection Procedure

1. On the first workday after the 15th of the month an Activity Report will be reviewed to determine which homeowners have not paid by the 15th.
2. Late fees will be assessed to the accounts of homeowners who have not paid by the 15th. The late fee is \$25.00.
3. Accounting will send statements to owners showing that a late fee has been applied to their account. Late fees will appear on the following month's statement.
4. A general collection letter will be sent to homeowners that are delinquent for two months. This letter will indicate the assessments due and the late fees assessed to the account and include a statement of account for the homeowners review.
5. Should the account remain delinquent, at the end of the third month the homeowner will be sent a 10-day letter. This 10-day letter will be the only communication sent to the homeowner from the management office.
6. At the end of the 10-day period, should the account remain delinquent, the account will be sent to the attorney for legal collection.
7. After 45 days, should the account remain delinquent, the attorney shall proceed to file a lien against the delinquent property. All attorney fees will be added to the owner's account.
8. After an additional 45 days, should the account remain delinquent, the attorney shall proceed with a forced foreclosure against the property owner. All attorney fees will be added to the owner's account.

Shenandoah Condominium Association

mailed
2/12/13

Dear Neighbors:

Our next Board of Directors meeting will be held at the Fire Station behind our Community, on February 19, 2013, at 7 p.m. All homeowners are welcome, and are encouraged to attend.

The following rule revision is to be reviewed and adopted by the Board:

Patio Light Usage

This is a reminder to all residents that the lights on the back patios of your units are for use when you are using your patio and are not to be left-on overnight.

We have received complaints from residents who have bedrooms in the rear of their units and are being kept awake at night by the lights.

The buildings in our community were placed in very close proximity and, unlike the lights in the front of each building, the lights over the patios are not directly wired.

This means they take willful act to turn them on.

It is your responsibility to show courtesy to your neighbors. Once a problem is reported and persists, fines will be implemented.

First Offense - \$50

Following Offenses - \$100

Should you have any questions, or concerns, please contact our property manager Michelle Courtney via email: mcourtney@hillcrestmgmt.com, or via phone at 630-627-3303.

SHENANDOAH CONDOMINIUM ASSOCIATION
Amended Parking Rules and Regulations

Adopted: October 27, 2015
Effective: November 1, 2015

Designated Unit Owner Parking

Designated parking areas are for the exclusive use of the unit owner and their residents are limited to the driveways in front of their garages only. If the unit has a single car garage, only one vehicle may be parked in the driveway. If the unit has a two-car garage, up to two vehicles may be parked in the driveway side-by-side. No double-parking is allowed, except for delivery vehicles (e.g., U.S. Postal Service, UPS, FedEx, etc.) that make routine and short-term stops.

All members of the Association, including, but not limited to, those members of the Association that have driveways on Blue Ridge Drive and Roanoke which connect directly to the parkway drive and street, shall abide by and comply with all City of Carpentersville parking laws and restrictions. Vehicles are not allowed to block the sidewalks or interfere with foot traffic, snow removal and landscaping operations. In addition to any sanctions imposed by the City of Carpentersville, members that violate any of the City of Carpentersville parking laws and restrictions may, in the sole discretion of the Association's Board, be subject to the imposition of fines by the Association, as well as, the commencement of legal proceedings to enforce the Association's rights in equity and law as set forth in the Association's governing documents and all applicable statutes of the State of Illinois.

Parking at the end of the driveways is prohibited. Unrestricted access to the fire hydrants is required. Parking is also prohibited in areas along the sides of the driveway entranceways, along the grass and in front of the tree planters.

No member shall be allowed to park in the driveway of another unit owner at any time except with the express permission of said unit owner. Temporary visitors may park on the Association's street in accordance with the City of Carpentersville parking ordinances.

In addition to the vehicle exclusions set forth in the "DECLARATION", no Class B vehicles are allowed on the property except for delivery-type vehicles defined previously. All vehicles owned, used or operated by a member which include a company logo shall be parked inside the garage belonging to that member's unit. Vehicles owned, used or operated by a member which include a company logo may not be parked on that member's driveway, or anywhere else in the Association. Vehicles owned, used or operated by a member which include a company logo or which bear a Class B license plate may be parked on that member's driveway only upon the member's receipt of prior express written permission to park such a vehicle on the member's unit's designated driveway. The Board may, but shall not be required to, grant members that own, use or operate a vehicle which includes a company logo, in its sole discretion and upon such terms and conditions as it deems appropriate.

Unmarked work trucks and vans (often carrying ladders and work-type equipment) will be treated as Class B vehicles unless the vehicle owner notifies the Association's managing agent as to the intended use of the vehicle and provides validation that the vehicle does not exceed the weight limit requiring the driver of such vehicle to possess a Class D driver's license.

The Association's driveways are residential construction and are not designed to handle heavy weight or commercial-type vehicles. The costs to repair damage to Association driveways, including but not limited to damage caused by excessive vehicle weight, vehicles leaking engine oil or transmission fluid, and/or other damage caused by a member's vehicle, will be charged to the unit owner whose vehicle is responsible for such damage.

Vehicles may not be parked on any other areas of the common property unless expressly noted in these rules.

Anyone visiting the community for short visits (i.e. garage sales, social gatherings, etc.) must either park in the unit owner's driveway or in the street. These are private drives authorized by the Declaration for use by the residents and the resident's visitors only.

Owners of all vehicles must park completely in their driveway spaces and may not interfere with the egress and parking of other owners and residents. This can be especially hazardous during inclement weather when access to the driveways may be impaired by snow piles or other impediments. It is incumbent on all owners to ensure that all approved vehicle(s) is/are parked in their driveway without blocking the center of the driveway and access of vehicle egress.

Violators of these parking rules, may result in the imposition of fines against the offending member by the Association, as well as, the commencement of legal proceedings against that member to enforce the Association's rights in equity and law as set forth in the Association's governing documents and all applicable statutes of the State of Illinois, as well as subjecting the offending member to having their vehicle towed at the vehicle owner's expense.

Shenandoah Guest Parking

The Shenandoah Condominium Association has 186 units in 32 buildings. The Association has seven (7) designated guest parking spaces that are located in the South Circle between buildings with addresses 3300 Blue Ridge Drive thru 3346 Blue Ridge Drive. These spaces are common area property for the use of guests of all 186 units and may not be used at any time by Unit Owners, residents of the Association or Renters (also referred to in the Declaration as Residents).

Guests are defined as those individuals who do not reside at the Association (hereinafter referred to as "Out-of-Community guest"), but are visiting a Unit Owner on a temporary non-repeating basis with a specific arrival and departure date. These guests are in need of a pre-arranged space to park their vehicle during their stay.

Starting on November 1, 2015, any owner or renter who needs to reserve a parking space for an Out-of-Community guest, must contact First Class Towing & Recovery (815) 690-4051 and provide the company with your name, address and vehicle information, as well as, the information

of the expected guest, number of days they will require a parking space and other vehicle documentation required by the towing company.

Space reservations are limited to seven (7) consecutive 24 hr. days. If you have a guest that plans to be visiting for a longer period of time (for a holiday as an example), this must be pre-arranged with the towing company and approved by the Association or its managing agent at least seven (7) days prior to the Out-of-Community guest's arrival.

Only cars that have received prior Association approval for guest parking may park in one of the 7 designated guest parking spaces. Violators will be towed at the vehicle owner's expense. All approved vehicles must park correctly between the painted yellow lines or may be subject to having their vehicle towed.

There are no other approved guest parking spaces on the common property. These rules have been implemented to ensure that all 186 units have equal opportunity for guest parking. Parking is allowed in the street only in accordance with City of Carpentersville parking ordinances.

Unit Owners and residents who are found to be in violation of these rules will have their vehicle towed at their expense, may be subject to fines and may have future guest parking privileges terminated. First Class Towing will be keeping records of calls and maintain all Guest vehicle reservations. Vehicles not in conformance with these rules will be automatically towed.