

Cooperative Rules & Regulations

Hidden Acres Estates (HAE) is a shareholder owned and managed community that offers an extensive list of benefits and amenities for its residents. These Rules and Regulations are intended to insure fair and equitable use of HAE facilities, for the mutual enjoyment of all shareholders. All reasonable means have been taken to insure that your residency here is safe, pleasant, and enjoyable. Many of our Rules and Regulations are based on what is required of us; the remainders are published to additionally protect life, property, and privacy. **(Rev.(3) 10/19/2013)*

The Board of Directors monitors compliance with Rules and Regulations. Shareholders may submit valid complaints, in writing (Attachment A), to the office or directly to the Board of Directors, at a scheduled Board meeting. The complaint will be investigated and resolved by the Board and a written response provided to the shareholder.

The Board of Directors has the authority to levy fines and penalties and charge interest to shareholders for violations of a rule or regulation, in accordance with Article VI of the HAE Bylaws.

SHAREHOLDERS ARE RESPONSIBLE FOR THEIR RENTERS AND GUESTS KNOWING AND COMPLYING WITH ALL RULES AND REGULATIONS!

SECTION 1 – UNIT REGULATIONS

1. Only one primary residence of a shareholder may be located on each lot. Each unit must have the shareholder's primary lot number displayed in 3" numbers on front of the structure or on both ends/sides, if more than one roadway exists.
2. One RV, camper or travel trailer may be stored on an empty lot, for up to six months, if a shareholder owns that lot, if maintenance fees and assessments are current and if the shareholder has secured Board approval. All such units must have a current legal registration tag and after six months must be properly skirted and tied down. All skirting must be approved by the Board of Directors. **NO LOT MAY BE RENTED FOR STORAGE PURPOSES.** **(Rev.(2) 10/19/2013)*
3. The primary residence unit must be titled, in the state of Florida, as a park model, RV or mobile home. All park models and mobile homes must be permitted through the Highlands County Zoning and Building Departments.
4. Permanent housing units must be a minimum of eight feet by twenty-eight feet (8' X 28') shall not exceed five years of age and must be properly tied down and skirted, within 30 days of setting the housing unit on a lot. All skirting must be approved by the Board of Directors. A permanent housing unit is defined as any unit that has any addition permanently or temporarily attached and is occupied. All fifth wheels, campers, RVs, park models or mobile homes placed or replaced on any lot must have prior Board approval. The Shareholder will provide current photos of the prospective unit (photos to show all four (4) sides of unit) and satisfactory verification of vehicle age, for example: vehicle identification number (VIN) or registration. The Board of Directors may approve a variance to these regulations, on a case by case basis!
**(Rev.(1) 1/21/2012, (2) 10/19/2013)*

5. During their absence, residents shall ensure that the water feed to their unit is “OFF” and that all units, golf carts, bicycles, supplies and other equipment are sufficiently secured and/or stored in such a manner to safely weather storms, high winds, and hurricanes. Shareholders are responsible for damages caused by unsecured items. When HAE needs to secure any item, the shareholder will be charged an initial impact fee of \$100.00 for the first hour and \$25.00 for every additional hour. A minimum of one hour is charged. **(Rev.(3) 5/18/2013)*
6. One storage shed is permitted along the rear lot lines of each RV lot. Sheds on RV lots must be permitted through the Highlands County Zoning and Building Departments and shall not exceed sixty-five square feet. Size and quantity do not apply to mobile home lots. Board approval of all sheds is required.
7. Encroachment on, or into, any common areas or roadway is not permitted. No unit roof line may extend within five feet of a property line fence.
8. Quiet time is from 10:00 PM until 8:00 AM and shall be observed by all shareholders, tenants, occupants and guests of the park, except with specific prior Board approval. **(Rev.(4)09/21/2013)*
9. All exterior lighting shall be placed in such a manner that it does not disturb the surrounding neighbors. No outside lighting bulbs may exceed 60 watt incandescent or equivalent energy efficient lamps and yellow bug lights are preferred, in consideration of wildlife. **(Rev.(2)03/17/2012)*
10. Passage through another shareholder’s lot by vehicle or foot, without permission is prohibited.
11. T.V. antennas or satellite dishes are not permitted on any common areas.
12. Charging of golf carts on common areas is not permitted.
13. If shareholders wish to receive mail they must provide a mailbox in the appropriate space at the mail gazebo. It is the responsibility of the shareholder to label his or her own mailbox with the name and lot number on the face of the mailbox door.
14. HAE retains the right to enter all lots for the purpose of utility inspection and maintenance. Shareholders are responsible for their own water and sewer lines from the ground up. If shareholders or renters see any water or sewer leaks, they are to be reported immediately to the office or any Board member. **(Rev.(5) 10/19/2013)*
15. Each shareholder must maintain their lot, and the structures upon it. Mowing, trimming, weeding, and planters are the responsibility of the shareholder(s). Each lot should be maintained in a well kept and attractive condition. **(Rev.(5) 10/19/2013)*
16. No person shall dump or allow trash, litter, debris, garbage, bottles, cans, concrete, bricks, scrap lumber, building debris or other refuse to accumulate on a lot.
17. No derelict vessels or vehicles are allowed in the park. All vehicles and vessels must have current registration appropriately attached. A maximum of two registered vehicles are allowed on each lot.
18. All shareholders must maintain their mobile home RV, shed, steps and any other addition in clean condition. This includes the accumulation of mold, mildew, and any other unsightly substance or growth.
19. Florida state statutes prohibit the discharging of firearms on Hidden Acres property.
20. Feeding or baiting wildlife, such as pigs, alligators, deer, raccoons, hawks, vultures, etc. is not allowed on HAE property. However feeding of song birds and squirrels is acceptable! **(Rev.(1) 11/20/2010)*
21. Private signs such as “House for Sale or Rent” must not be larger than 15” X 19” and must be displayed only on the shareholders unit window, not on HAE common property.

22. There shall be no exterior speakers from radios or any electronic device, which would tend to interfere with any neighbors peace and quiet.
23. Lewd, rowdy or drunken behavior will not be tolerated!
24. Smoking is not allowed inside any HAE buildings; however, the screened porch area is acceptable.
25. The shareholder will be held responsible for any fines, penalties, interest or other expenses incurred on his lot, as referenced in 6.05 of the HAE Bylaws, whether incurred or caused by the shareholder directly or by his tenants or assigns!

SECTION 2 - UNIT RENTALS

All units may be rented yearly, seasonally, monthly, weekly or weekends. A background check will be necessary for all occupants who remain longer than 30 days. For this purpose, occupants shall include persons who do not reside in HAE, immediate family members, relatives and friends, regardless of whether the shareholder is or is not receiving any remuneration/payments. **(Rev. (1) 11/20/2010)*

1. All adults aged eighteen (18) and older and remaining longer than 30 days within a twelve (12) month period must fill out a background application and meet with the corporate resident Welcome Committee. Failure to do so may result in removal of the occupant(s) by the Board of Directors and assessment of \$50.00 per person for the first month violation and \$100.00 per person, per month thereafter against the shareholder. **(Rev. (1) 11/20/2010, Rev. (2) 09/21/2013)*
2. The behavior of any occupant is the responsibility of the shareholder. Damages to HAE property, which is caused by the occupant, along with any penalties or fees will be charged to the shareholder.
3. A unit may only be rented to residents identified on a rental agreement with a maximum of two adults per bedroom. Hidden Acres offers few activities for children and therefore recommends that units not be rented to adults with children.
4. Any exceptions to the HAE rental policy must be approved by the Board of Directors.

SECTION 3 – FENCES

1. Lot line fences are constructed at a maximum of 32” high and must be installed by HAE. Any additional fencing must match existing lot line fencing in design and construction and shall be left in a natural state with no painting or staining.
2. Decorative lattice or trellis inside existing lot line fencing is acceptable. However, metal fencing of any kind is not allowed. All additional fencing must match existing lot line fencing in design and construction and shall be left in a natural state with no painting or staining.
3. Fences may not be built, altered moved or removed without prior approval of a majority of the Board. Lot line fences will comply with the approximate dimensions of the HAE lot map in the office and discrepancies or variations will be resolved and approved by the Board. The Work Request Fence Order (Attachment B) must be completed and returned to the office.
4. Firewood shall not be stacked higher than any lot line fence.

SECTION 4 – CONSTRUCTION

1. Any construction with a value of \$300.00 or more must be Board approved. A Shareholder Construction request Form (Attachment C) must be filled out and signed by all owners of record, requesting approval of the construction and presented to the Board for approval. A detailed Highlands County Plot Plan defining the desired work and showing setbacks of (10ft) from any adjacent roofline of other structures and (5') from the side of lot lines (as required by HAE), must be signed and attached to the request form. Please note that a deck/porch less than 18' in height and without handrails or roof do not have to meet the stated setbacks. However it cannot be put under roof later! **(Rev. (2) 01/21/2012)**(Rev. (3)10/20/2012)*
2. The Board has the authority to reject any proposed construction, such as additions, remodeling, decks (rot resistant wood), fences, patios, carports, sheds, etc. Except in enclosed living spaces and as required by Code, concrete work larger than 12 sq. ft. is prohibited. **(Rev. (1) 08/15/2009)*
3. The shareholder may present their proposal at a workshop or regular monthly board meeting. Drawings and all other related information must be presented and approved prior to the commencement of any work. The signature of a majority of board members is sufficient for approval. **(Rev. (1) 08/15/2009)*
4. The HAE Board of Directors will sign the form and a file copy will be kept in the HAE office. The approved form must then be taken to the Highlands County Zoning Office for further processing. **(Rev. (2) 01/21/2012)*
5. Prior to commencing work in HAE, any contractor or service provider must first place on file at the HAE office, a copy of their license, a certificate of liability insurance, proof of workers' compensation insurance and copies of county permits. A shareholder may perform their own construction, with approval from the Board and the correct Highlands County permits. Upon completion they must pass all required county inspections.
6. Failure to comply with appropriate permitting will result in an immediate stop work order, issued by the Board of HAE, until any issue is resolved.

SECTION 5 – VEHICLES

1. HAE insurance does not cover damage, loss, or injuries as a result of accidents involving vehicles. Owners of all vehicles are held personally responsible for all damages, loss or injuries involving their vehicles, regardless of who is driving.
2. The speed limit for ALL VEHICLES on HAE property is 10 MPH!
3. Vehicles must be parked on a shareholder's lot or in the designated overflow parking area in front of the old office. Shareholders must allow for the parking of a minimum of one vehicle on their lot. No parking is permitted on the roadways or vacant lots without written permission of the lot owner on file in the office. Long-term or short-term parking is never permitted in common areas.
4. Long-term parking on any lot is limited to a vehicle that is regularly used to transport residents. One registered trailer may be parked on a lot provided it is not used for storage purposes. Storage trailers must be in the storage area, subject to storage area rules and fees. No vehicles may be stored on any lot in the park without specific prior board approval.
5. Motorcycles owned by residents or guests are permitted in the park and must be parked on the residents lot. Please be aware of noise when operating motorcycles.

6. Gasoline powered 2, 3, or 4 wheel ATV vehicles and gasoline powered golf carts are not permitted to be used at any time on HAE property.
7. Washing vehicles on HAE grounds, by visitors, is prohibited.
8. No vehicle, golf cart or bicycle may be driven after dark without operational mounted lights. Flashlights are unacceptable!
9. All golf carts must have the owner's lot number displayed in 3" numbers, on both sides of the cart.
10. A golf cart operator must be 13 years of age or accompanied by an adult.
11. Any vehicle repair or restoration performed on any lot that requires in excess of seventy-two hours to complete is prohibited, unless specifically approved by the Board.

SECTION 6 – PETS

1. There shall be a two (2) ~~dog~~ pet limit per household. **(Rev.(1) 10/17/2009,(3) 10/19/2013)*
2. The Board retains the right to deny or repeal approval for any disturbing or vicious pet. All pets must have a current rabies shot and the required paperwork, upon request! **(Rev (2)11/20/2010)*
3. All dogs **must be kept on a leash** and away from the pool, and dock areas. Residents and guests are **required to clean up after pets** anywhere on HAE property. Pets are not allowed on other shareholders lots without prior written approval on file in the office.
4. The first pet violation will result in a written warning. A second violation will result in a written warning and a recommendation to the Board for a \$25.00 fine. A third violation will result in a recommendation to the Board for a \$100.00 fine. Continued violations result in requiring the pet be removed permanently from the park, and/or penalties as directed by the board. **(Rev.(1) 10/17/2009)*
5. Pets kept in HAE should be spayed or neutered!

SECTION 7 – TREES

1. Board approval is required for cutting or trimming any oak limb that is 4" in diameter or larger. The work may be done by a shareholder, park personnel or contracted to an outside firm. General trimming and maintenance may be done at the discretion of the Maintenance Supervisor. A "Tree Removal Form" (Attachment D) must be signed by a minimum of **75% of the Board members**, prior to **any tree being removed**.
2. A minimum fine of \$1,000.00 is assessed against any shareholder for removal or cutting down any oak tree up to 6" in diameter. An additional \$500.00 is assessed for every inch exceeding 6 "in diameter. This penalty shall apply to all oak trees located on HAE property.
3. Any oak tree cut shall be replaced by the Shareholder responsible for or requesting the cutting with the largest tree possible and of the same kind. No trees other than oaks may be planted on common HAE property without approval of the Board of Directors. **No member of the Ficus family of trees may be planted on HAE property!**

SECTION 8 – STORAGE AREA

1. Due to limited space, the storage area cannot accommodate large items for an extended period of time. An RV, camper or motor home cannot be stored in the storage area. See Section 1, #2 for further information.

2. No family may have more than two items in the storage area, i.e. shed, boat trailer, etc. All items (except sheds) must be in operable condition and must display a current registration. Persons having more than two items in the storage area are given written notice to remove the excess items within thirty days. Should the item not be removed following notification, the item is subject to removal by the Board of Directors and disposed of, at the owner's expense.
3. Only the shareholder of record may have a shed in the storage area. Sheds located in the storage area shall be limited to the size on the Storage Area Board, and are available on a first come first serve basis. No shareholder of record either individual or jointly can lease more than one shed space located in the Storage area. Shareholders owning two sheds prior to September 12th, 1998 are exempt. Should ownership of said shed be terminated, the rule above applies upon a new lease. Sheds may not be subleased to another person!
4. The immediate area around sheds shall be maintained free of trash and debris.
5. All trailers and sheds in the storage area must display owner's lot number on them, in 3" numbers.

SECTION 9 – SWIMMING POOL

1. HAE does not have a life guard on duty. Therefore, all shareholders, guest and renters will **SWIM AT YOUR OWN RISK!**
2. Adults only (18 years and older) are permitted from 9 a.m. to dusk daily. Children under 18 years old are permitted to use the pool daily from 10:30 a.m. to dusk, **with adult supervision only.**
3. Children 13 and under are not permitted in **any pool areas, at any time, unless** accompanied and supervised by an adult.
4. **Absolutely no food or beverages are permitted in the water or on the pool apron, within six feet of pool.** Plastic containers for eating and drinking shall only be permitted in the properly designated areas. **NO GLASS CONTAINERS ARE ALLOWED IN THE POOL AREA!**
5. All shareholders, and their guests, shall abide by the rules posted in the pool area.
6. Any shareholder wishing use of the pool area must sign a Pool Pass Acceptance Agreement. The cost is \$5.00 for a pass and keys. A key to the bathrooms and the pool gate is provided to each shareholder. The pass must be in the possession of the shareholder or their guest while at the pool.
7. **THE GATE AND RESTROOMS ARE TO BE LOCKED AFTER USE!**

SECTION 10 – MARINA

1. Boats exceeding 30' in length must be approved by the Dock Master and the Board of Directors. **The Dock Master shall make all decisions regarding the operation of the Marina!** Any complaints may be filed at the office, in writing, for action by the Board.
2. Boat slips are assigned through HAE office and an HAE Slip Rental Agreement (Attachment F) must be signed by all persons assigned a slip. Only an appropriate slip for the size and type of boat is assigned! To request a specific dock slip, a waiting list is available at the office. Dock fees must remain current to avoid loss of an assigned slip. Anyone 30 days in arrears loses the assignment and use of their slip and it is reassigned to the next person on the waiting list. No shareholder will be assigned more than two slips and subleasing of slips is not allowed. The shareholders **lot #** must be affixed on the **boat and slip, in 3" numbers.** *(Rev.1 08/15/2009)

3. No airboats or personal watercraft (jet skis, etc.) are permitted to be used on HAE property or dock area, except those in use by public service agencies in performance of their official duties.
4. All boats must be kept clean and in operable condition while on HAE property or in the dock area. State registration, if required, must be current or you will be asked to remove the boat. A copy of the vessel's registration certificate must be on file in the HAE office, for all registered vessels in the dock area.
5. The following fees shall apply:
 - A. Monthly dock fees and rental fees:
 1. Docks A, B, C and Slips E-9 & E-10.....\$15.00 per month
 2. Docks D, E, F, & Slip A-7.....\$20.00 per month
 3. The dock fee is \$1.00 per foot, for **all vessels over 20' in length!**
 4. Overnight tie up fee only.....\$ 3.00 per day
(The daily fee will be paid at the office, prior to launching the boat!)
**(Rev. 1 08/15/2009)*
6. Dock electricity is provided for **battery charging only**, unless otherwise approved by the Board.
7. All boats must be sufficiently secured to prevent damage to other boats and/or the docking facilities. All residents must sufficiently secure their vessels against weather such as storms, high winds, etc. during their absence. **ANY DAMAGE DONE BY ANY VESSEL IS THE RESPONSIBILITY OF THE OWNER.** Owners are required to remove all boats from the marina whenever a hurricane is predicted to pass through Central Florida. If the owner is not in the park, an Authorization and Release form (Attachment F) **MUST** be signed and on file in the office. This will allow HAE or its designees to make every attempt to protect your property and that of the park, during extreme circumstances. In the case that HAE is needed to secure items or remove boats from the marina, there will be an initial impact fee of \$100.00 for the first hour and \$25.00 for every additional hour. A minimum of one hour is charged. **Please leave boat trailer keys at the office!** **(Rev. (2) 05/18/2013)*
8. Care is to be taken to minimize extension cords, ropes, lines and other objects being placed across docks, walkways, etc., as they may create tripping hazards! **Absolutely nothing can be installed to or on the floating docks, without the written approval of the Dock Master!** Anything installed (dock cleats, electrical outlets, grab handles, etc. will be installed only by the dock master or his designated personnel.
9. Docking by any shareholder in slips other than an assigned slip is prohibited without expressed, written permission of the slip assignee. Any boat using a boat slip, or tied to a
10. dock must be owned and currently registered by a shareholder or rented through the office, according to the fees defined in Section 10, 5A and 5B above. A renter may use a shareholder's assigned slip **only** if designated in a Rental Agreement on file in the office and provided the dock fees are paid by the shareholder. Slips may be rented to renters, based on availability and **only if a shareholder is not on the** waiting list. If a shareholder requests a slip and none is available, the last renter who is assigned a slip will be given a two week notice to vacate their slip and the shareholder will be assigned the slip. If the shareholder finds that slip unacceptable, the renter may keep the slip and the shareholder will be put on the bottom of the shareholder waiting list, but will forfeit their priority right to a slip.
11. If a shareholder wished to rent their slip to another party in HAE when not in use by the shareholder, the office should be contacted. However, both the shareholder and other party will pay the same rent as defined in Rule 5!
12. No vehicle shall be parked and/or located, at any time, in such a manner that would obstruct or otherwise interfere with the use of the boat ramp.

13. The boat ramp is provided for the exclusive use of residents and/or guests of HAE. Parking in the boat ramp area is limited to golf carts only!
14. From the bend in the river and around the docking facility is a designated **NO WAKE ZONE**. Idle speed shall be maintained while approaching, departing and operating in and around the docking facilities. **VESSEL OWNERS ARE RESPONSIBLE FOR ANY DAMAGE CAUSED BY THE WAKE OF THEIR BOAT!**
15. Children 13 and under are prohibited on the docks and in the dock area, without adult supervision.
16. Bicycles, roller skates, roller blades, skateboards and other such devices with wheels and/or rollers are prohibited on the docks, with the exception of two wheel handcarts or wagons to transport gasoline, batteries, coolers, etc.
17. No anchorage or mooring of boats is allowed in the canal or lagoon. All mooring of boats must be within the Submerged Lands Lease survey area, as approved by DEP. **(Rev. (1) 08/15/2009)*
**Rev. (2) 02/19/2011*
18. No maintenance of boats shall be performed in the marina, which may result in the discharge of oil, hydraulic fluid, gas, sewage, bottom paint or other hazardous materials. However, general maintenance accomplished by qualified personnel is allowed. Extreme care must be taken when filling boat gas tanks. No sewage pump-out or discharge is allowed at any time! **(Rev.(1) 08/15/2009)*
19. All activities in the marina must comply with the Marina Operations and Management Plan and the conditions of Sovereignty Submerged Lands Lease agreement, including the survey. Failure to willingly comply with any section 10 rule may result in the immediate removal of the shareholder's boat from the marina and/or the imposing of fines by the HAE Board, until the rules violation is corrected by the shareholder. **(Rev.(1) 08/15/2009)*

NOTICES

1. The term “Board Approval” is defined as:
 - a. A board action at a regular or special Board of Directors meeting
 - OR**
 - b. Signatures of a majority of Directors if a board meeting is not scheduled in the next 30 days
 - AND**
 - c. Documentation of the action taken is to be recorded in the minutes, which are on file in the HAE office. Items approved outside of a regular or special Board meeting must be “read into the record “, so those items are also documented in the corporate minutes
 - AND**
 - d. The signatures of two Directors is required any time that corporate funds are expended, such as the signing of checks
 - e. A “consent agenda” format may be used at meetings to approve multiple items, with a single Board vote. In this case an item previously approved, may be removed and re-addressed based on new information, and the approval revoked.

2. **THE BOARD OF DIRECTORS HAS THE AUTHORITY TO LEVY FINES, INTEREST AND PENALTIES, IN AMOUNTS DEEMED BY THE BOARD AS APPROPRIATE, FOR VIOLATION OF ANY OF THESE RULES AND REGULATIONS.**
 - a. First time violation – written warning to correct the violation. Shareholders have the right to appeal the violation of the Board.
 - b. Second time violation of any of the Rules and Regulations will result in a written warning and a penalty of \$50.00 or any additional amount deemed appropriate will be imposed by the Board. **(Rev. (2) 09/21/2013)*

3. Continued violations for same infraction may result in board defined penalties and/or suspension of privileges. Continued non-compliance may result in cancellation of a shareholder’s lease and removal from the park.

4. Hidden Acre Estates, Inc. reserves the right to paint or clean any unacceptable structure or lot and, after notification without results, charge the shareholder an initial impact fee of \$100.00 for the first hour and \$25.00 for every additional hour, with a one hour minimum charge. Supplies used are charged at cost plus fifty percent. **(Rev. (1) 05/18/2013)*

5. Hidden Acres Estates, Inc. assumes no responsibility for loss or damage to any Shareholders’ home, vehicle, or other personal property on the park grounds, except damages caused by an employee of HAE, while performing regularly assigned activities.

6. Administration fee of \$25.00 will be added to any mailing from the office of Hidden Acres Estates requiring Certified Mail regarding violations of the Rules and Regulations. **(Rev. (2) 09/21/2013)*

ATTACHMENTS

Attachment B
WORK REQUEST ORDER
FENCES

Date _____

Description of work to be performed and location

Signed _____ Lot # _____

Maintenance Supervisor _____

Date Work Assigned _____

Date Work Completed _____

Completed By _____

BOARD MEMBER SPECIFIC APPROVAL

DIRECTOR	APPROVAL		DATE	SIGNATURE
	YES	NO		
President				
Director				
Director				
Director				
Director				
Director				
Director				

Attachment D

TREE REMOVAL or TRIMMING FORM

The removal of any tree from Hidden Acres Estates requires approval of 75% (6) members of the Board of Directors by their signatures below.

Specific authorization for the removal of the tree described here is provided by the signatures of 75% (6) of the Board members. The approved Hidden Acres Estates Rules and Regulations state that:

1. Board approval is required for cutting or trimming any oak limb that is 4” in diameter or larger. The work may be done by park personnel or contracted to any outside firm. General trimming and maintenance may be done at the discretion of the Maintenance Supervisor. A “Tree Removal Form” (Attachment D) must be signed by a minimum of 75% (6) of the Board members, prior to any tree being removed.
2. A minimum fine of \$1,000.00 is assessed against any shareholder for removal or cutting down any oak tree up to 6” in diameter. An additional \$500.00 is assessed for every inch exceeding 6” in diameter. This penalty shall apply to all oak trees located on Hidden Acres property.
3. Any oak tree cut shall be replaced by the Shareholder responsible for or requesting the cutting with the largest tree possible and of the same kind.

No trees other than oaks may be planted on common HAE property without approval of the Board of Directors. No member of the Ficus family of trees may be planted on HAE property.

See the bottom of this form for description and location of the tree to be removed.

I have read and understand the Rules and Regulations concerning the removal or trimming of a tree at Hidden Acres Estates and request the removal of the described tree.

Signature of shareholder requesting removal

Date

Tree Committee	APPROVAL		DATE	SIGNATURE
	YES	NO		
Member				
Member				
Member				
Member				

BOARD MEMBER SPECIFIC APPROVAL

DIRECTOR	APPROVAL		DATE	SIGNATURE
	YES	NO		
President				
Director				
Director				
Director				
Director				
Director				
Director				

Attachment E

AUTHORIZATION AND RELEASE

I/We do hereby authorize and hold harmless, Hidden Acres Estates, Inc. and/or its designee to take whatever action is deemed necessary during a state of emergency, to protect my property and act in the best interest of the shareholders as a whole! As such, said parties are authorized to remove my boat from the water, secure or remove exterior items from my home, as well as make emergency decisions s may become necessary, on my behalf.

It is understood that these actions may result in charges being imposed upon the shareholder of up to \$25.00 per hour.

Shareholder Signature	Print Name	Lot #	Date
-----------------------	------------	-------	------

I/We reject this offer, and accept full responsibility for any damage caused by my property upon that of another shareholder or the cooperative property of HAE, Inc.

Shareholder Signature	Print Name	Lot #	Date
-----------------------	------------	-------	------

Return to Hidden Acres office upon completion.

Attachment F

BOAT SLIP RENTAL AGREEMENT

This agreement is between _____ (Print Name) and Hidden Acres Estates (HAE) for the monthly rental of Boat Slip # _____, at the monthly rate specified in the HAE Rules and Regulations, Section 10 - Marina. The agreement is on a month to month basis and it is understood that the HAE Dock Master and/or Board reserves the right to make changes to the slip number assigned, due to conditions beyond their control or in order to better accommodate the shareholders as a whole.

It is further agreed by both parties that compliance with the HAE Rules and Regulations is mandatory, as well as compliance with the state statutes and licensing agreements, that regulate the operation of our Marina. The DEP **Sovereign Submerged Lands Lease No. 280010285** provisions that apply to this agreement are as follows:

1. Vessels that either do not possess a current vessel registration and title as required by Chapters 327 and 328, Florida Statutes or do not have a current vessel registration and title as required in another State or Country, are prohibited within the land lease area.
2. Requirement that all vessels allowed to moor, dock or otherwise use the Marina, shall be maintained in a fully operational condition.
3. Notice that immediate ejection from the marina will occur if the slip renter does not comply with all of the above requirements. **(Rev. 1 12/12/2009)*

Failure to comply or to make corrections to any violation noted in writing will result in the immediate cancellation of this agreement by HAE and the removal of the individual's boat from the Marina. Fines may be imposed by the HAE Board upon any shareholder or tenant who willfully refuses to comply with the terms of this agreement.

 Shareholder or Tenant Date
 Signature

 Hidden Acres Estates Date
 Signature