

9/11/2015

#### Use of amenities (Owners in Residence)

"The purpose of this letter is, at the request of the Board, to review the permitted use of amenities at Central Lofts (i.e. pool, hot tub, patios, theaters, Wi-Fi access and exercise room). As most of you know, the amenities are to be used only by owners in residence and their guests and renters and their guests. This means that if you are an owner, but have rented out your unit, the amenities are only to be used by your renter. If family members and friends visit the owner in residence or renter, they are also permitted to use the amenities. If you are an owner and rent your unit to someone else, then you cannot use the amenities or allow others who do not live in Central Lofts to use them.

While this may not have been an issue in the past, this year each and every unit is full. This rule currently may affect only two or three owners, but could become an issue as well with weekly renters. The Board asks the cooperation of everyone, as it intends to strictly enforce this rule."

If you have any questions please let us know.

#### **INTERIOR**

##### Use of WiFi supplied by Central Lofts

- Act lawfully – do not act in any way that could be unlawful or encourage others to act unlawfully. In particular, do not infringe intellectual property rights, do not reveal confidential or sensitive information and do not engage in any criminal offence or encourage others to do so.
- Act responsibly – you must not undertake actions that are harassing, defamatory, threatening, obscene, abusive, racist, sexist, offensive or otherwise objectionable or inappropriate. Do not pretend to be anyone other than yourself. Do not collect email addresses or other personal details or use the Wi-Fi to send spam.
- Act reasonably – do not use Wi-Fi access in any way that may affect the running of the Wi-Fi or network or other technology connected to it (for example, other Wi-Fi users' devices). In particular, do not upload or download very large files and make sure your device is protected by up-to-date anti-virus software.

##### Proper Method of resetting the internet router in outage

Please do not try to reset the modem on your own it is causing others costly problems with the electric meter reading system.

#### **Hallways**

Keep the hallways clean and clear of any construction debris in you have any work done to your unit.

Please do not store personal items in the hallways, only in the enclave directly in front of your hallway door, all other clutter should be kept within your suite or in the provided storage units.

#### **EXTERIOR**

##### Front and Rear Parking Lot

Please limit the parking lot to 2 cars per unit. Vehicles must be moved after 2" of snow – so the snow plows can plow the parking lots.

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#### Garbage Disposal

Please use the dumpster for household garbage located in front parking lot. Clear plastic bags are available at Wolverine Hardware store if you would like to recycle, recycle dumpster is located next to the general garbage dumpster in the front parking lot.

#### Propping doors open

For security reasons please do not prop open the entrance doors for long periods of time and leaving the area unwatched.

#### Dog Etiquette

All dogs must be leashed while out of your suite and on the grounds of Central Lofts

Mutt Mitts (waste bags) are supplied by Central Lofts for your convenience; please use them while walking your dog.

#### **AMENITIES**

##### Fire Pit

The firewood is not supplied by the association, please replace the privately purchased wood bundles that you use.

##### Theater Rooms

Both Theater Rooms are wired with Direct TV, ensure the projector is turned off after use, by using the remote control. (The light may still be on as the fan is cooling the blub and will completely shut off after that process is completed). The theater rooms are for everyone's enjoyment; please do not have the same program being viewed in both theaters. Clean up after yourselves and vacuum the floor if any snacks are dropped.

##### Exercise Area

Please wipe off any equipment you have used and clean up after yourself. Put all dumbbells and other equipment back in the original place.

##### Pool/Deck Area

Grills - Please clean off the grill grates after use and ensure gas has been shut off.

Umbrellas – collapse after use

Furniture – put the furniture back as you have found it.

No Glass containers in the area

Pets need to be leashed on the deck area and are prohibited in the pool area as stated by the State of Michigan

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All children must be supervised

Pick up after yourselves, take all personal items and garbage with you or put in the garbage receptacles provided.

**OWNERS RENTING THEIR UNITS OUT**

Please ensure your renter is aware of the above rules. In addition, renters are limited to a total number of 4 people at one time in common areas.