

MANAGEMENT COMPANY

On behalf of the Association, the Board contracts with a professional management company to advise and assist the Board in carrying out its duties. The management company, in turn, contracts out various maintenance and repair work to service companies specialized in their respective fields, as selected by the Board. Unless expressly directed by the Board, the management company will not address issues outside the scope of association responsibilities. Monthly association fees are collected and deposited directly in the Association's account through a bank lock box. With Board authorization, Association bills are then paid out of this same account.

A primary responsibility of the management company is to receive and process homeowner and resident requests with respect to the maintenance of Association common areas. The management company will then contact any necessary service company. The Association will not be responsible for any unauthorized work by a service company.

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DELINQUENT ASSESSMENTS AND LATE CHARGES

Assessments are due by the first of each month. Any assessment payment not received at the management company by the 15th of the month will incur a late charge of \$10. If an account becomes forty-five (45) days delinquent, the Association will send, by certified mail, a notice of intent to file a lien, which shall demand payment and notify the homeowner that if payment is not received within ten (10) days, the Association may file a lien by recording a notice of delinquency against the property. If the account is not brought current within thirty (30) days from the date the lien was placed, the Association may foreclose the lien or pursue any other means of collection authorized by the CC&Rs or State or Federal Law.

DESIGN STANDARDS

The Board has established Design Standards to ensure that the appearance of the community is maintained. The current standards are maintained at the Association office and are available, at no cost, upon request. Prior to starting any work, you must obtain architectural approval. Please be advised that unauthorized alterations, improvements or any other construction are subject to enforcement action as outlined by the CC&Rs.

GUESTS

Guests must abide by all Guidelines in force at the time. Residents/homeowners are responsible for the conduct and actions of their guest(s), until the guests have exited the common area of the Association. Further, guests shall also comply with these Guidelines; including, but not limited to, the Guidelines relating to noise as defined below.

RESIDENTIAL USE

All Residential Lots, except common maintenance areas and association property, shall be known and described as Residential Lots and shall be used for no purpose other than residential purposes. (Section 7.1)