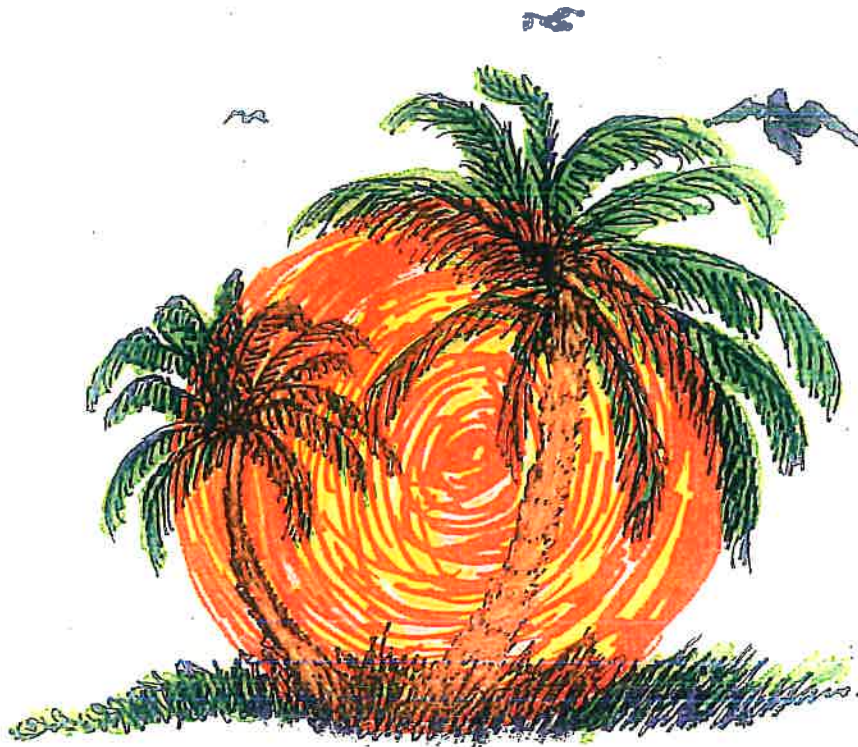


*SPANISH TRAILS WEST
HOMEOWNERS
ASSOCIATION, INC.*



*7142 PISCINA STREET
ZEPHYRHILLS, FL 33541
813-780-7559*

TO: SHAREHOLDERS
FROM: SPANISH TRAILS WEST HOMEOWNERS ASSOCIATION INC.
RE: REVISED/AMENDED RULES & REGULATIONS
DATE: June 17, 2013

ENCLOSED/ATTACHED IS YOUR COPY OF THE REVISED/AMENDED RULES & REGULATIONS AS APPROVED BY THE DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATIONS (DBPR) ON JUNE 13, 2013.

These revised/amended Rules & Regulations will take effect immediately. Please dispose of any previous rules and regulations as they will no longer be in effect.

You must sign, include your lot number, date and return this form showing your receipt of these rules and regulations.

NAME _____

LOT # _____

DATE _____

TABLE OF CONTENTS
SPANISH TRAILS WEST
RULES AND REGULATIONS

	PAGE
WELCOME	1
DEFINITIONS	1
THE MOBILE/MANUFACTURED HOME AND LOT	1
REFUSE	3
AGE REQUIREMENTS	3
RECREATIONAL FACILITIES	3
GUESTS	5
PETS	5
TRAFFIC, TRAILERS, AND VEHICLES	5
MAIL	6
SOLICITING	6
SELLING AND SUBLETTING	7
RESPONSIBILITIES	7
MISCELLANEOUS	8
LIENS	8
GROUNDS FOR EVICTION/FORECLOSURE	8
RENTALS AND FEES	8

**SPANISH TRAILS WEST
RULES & REGULATIONS**

Welcome to Spanish Trails West Mobile/Manufactured Home Community, a Residential Cooperative which includes shareholders, non-shareholders, and renters, etc. These Rules and Regulations pertain to shareholders and non-shareholders as well as guests, visitors, renters, tenants, lessees, or sub-lessees. Many of our Rules and Regulations are required by certain agencies. Florida Statutes Chapter 719 governs shareholders and Florida Statutes Chapter 723 governs non-shareholders. The Rules and Regulations are to provide a safe, pleasant, and enjoyable atmosphere and to protect life, property, and privacy. **BEFORE BECOMING A RESIDENT AT SPANISH TRAILS WEST, ALL PROSPECTIVE RESIDENTS MUST APPLY FOR AND RECEIVE PARK APPROVAL. AN APPLICATION FEE, AS SET FORTH IN YOUR PROSPECTUS, MAY BE REQUIRED.**

DEFINITIONS:

Community and park are used interchangeably.

A **shareholder** is one who owns a mobile/manufactured home in Spanish Trails West and has bought a share in the Cooperative.

A **non-shareholder** is a person who owns a mobile/manufactured home and rents or leases a lot within a mobile home park for residential use, as set forth in section 723.003(5), Florida Statutes.

Shareholders and non-shareholders both are hereinafter referred to as residents.

Resident(s) are those who own a mobile/manufactured home in Spanish Trails West and are referred to as shareholders or non-shareholders.

Park management, management, or Board of Directors refers to Spanish Trails West Homeowners Association, Inc., Board of Directors which is responsible for the operation of the residential cooperative.

A **Renter/lessee/sub-lessee/tenant** is one who does **not** own a home in Spanish Trails West and rents a mobile home from Spanish Trails West, a shareholder, or a non-shareholder. It is the responsibility of Spanish Trails West, shareholders, or non-shareholders to provide a copy of the rules and regulations to persons renting a home here.

Guests or visitors are those who are guests of either a shareholder or non-shareholder and must be informed of and abide by these Rules and Regulations.

I. THE MOBILE/MANUFACTURED HOME AND LOT

- A. Mobile/Manufactured homes shall be attractively maintained by the resident and comply with all applicable laws, ordinances and regulations of the state, county, city and park as from time to time amended.
- B. The non-shareholder mobile/manufactured homes and leased lots are not transferable, except that the purchaser of a home has the right to assume the

remainder of the existing term of the Agreement as set forth in 723.003(5), Florida Statutes.

- C. All mobile/manufactured homes must be adequately insured against theft, pilferage, fire, windstorm and vandalism. Please provide proof of insurance to the office annually. If the home is uninsurable, liability insurance (if available) must be obtained.
- D. Please check with management before digging or planting anything on your lot as we need room to get the mowers through. All utilities throughout the park are underground so be cautious where you dig.
 - a. Fences of any type are not permitted.
 - b. Only umbrella-type clotheslines are permitted. They must be placed in the rear of the home and must be closed up at night for safety reasons. Residents going north for the summer as well as others leaving the park for an extended period of time must remove the umbrella and the pipe that holds the umbrella so the apparatus is at ground level to prevent injury to others.
 - c. Yard maintenance includes trash pick-up, grass mowing, weed whacking, and edging.
 - d. Defoliate is not to be used in the park by residents around their mobile/manufactured homes.
- E. Cable TV service has been installed with connections at each home site. Any outside antennas that will interfere with other communications, i.e., TV, radio, or internet are prohibited. Certain exterior antennas may be allowed at the clubhouse for the beneficial use by management, such as CB antennas and equipment helpful during storms or other disasters. Satellite dishes may be put on a pole in the ground adjacent to the home.
- F. "Garage Sales", "Carport Sales", or "Yard Sales", etc., are not permitted. Such sales may be scheduled for total park participation by the Social Club and held at the clubhouse or designated areas as appropriate. These may be scheduled upon request by the residents twice per year.
- G. Freestanding structures are not permitted (for example, storage buildings). This does not apply to such structures as may be used by park management and placed on park property other than a mobile/manufactured home space.
- H. Any exterior alterations or permanent improvements to the mobile/manufactured home or lot must be approved by management. All required permits must be obtained and posted on the home with a copy to the office.
- I. Carports and surrounding areas of the mobile/manufactured home must be kept clear at all times of any and all items and said areas must not be used for storage. This is for the public health, safety, and welfare of all residents and will ensure an attractively maintained lot. If a resident wishes to make an exception to this rule, the resident must obtain permission from the Spanish Trails West Homeowners Assn. Board of Directors. Bear in mind that carports should be cleared of all items when there is an approaching storm due to the danger of flying debris.

II. REFUSE

- A. Each resident has a responsibility to keep his/her home site clean and neat. No resident should throw garbage or refuse on any common area as proper disposal of garbage and refuse is important to our health.
- B. All garbage and refuse must be placed in plastic bags before putting out for pick-up and should be placed at the street side the **morning** of pick-up. Any garbage containers should be kept out of sight at all other times, i.e., in the shed. Do not place garbage out the night before unless it is in a closed container.
- C. Residents must maintain their planters, flower beds, and shrubbery and dispose of the refuse properly. If they fail to do so, management may weed/trim for them at a fee set by management according to the Prospectus.
- D. All shrub, tree trimmings, or limbs must be bundled and be no more than three (3) feet long. Leaves, trash, grass clippings, and weeds, etc., must be bagged and must not be swept into the streets or storm drains.
- E. Cardboard boxes must be broken down and tied in bundles.
- F. **Burning of trash, leaves, or other material is not permitted.**
- G. Put all aluminum cans such as soda, alcoholic or non-alcoholic beverage cans in the container provided. Do not put tin cans in the container.
- H. Put all newspapers in container provided. Items accepted are posted on the container.

III. AGE REQUIREMENTS

- A. This community is housing for persons fifty-five (55) years of age or older. Exceptions may be made in **certain circumstances**, i.e., as long as one (1) person residing in the home is fifty-five (55) years of age or older and no resident is under forty-five (45) years of age. The age restrictions are intended to maintain compliance with the Florida and Federal Fair Housing Acts, as amended.

IV. RECREATIONAL FACILITIES

The Spanish Trails West Community Social Club Inc.'s sole purpose is to provide social and related activities for the residents. These events will be reflected in the Social Club's monthly newsletter and calendar. The newsletter will be delivered to all residents and the calendar will also be posted on the bulletin boards.

- A. Recreational facilities are provided for the use of the residents. **Guests under eighteen (18) years of age must be accompanied by one of the residents with whom they are visiting when using any recreational facility.**
- B. Rules regarding each facility, i.e., clubhouse, pool, shuffleboard, etc., will be posted for your safety and convenience in the respective areas.
- C. Hours that each recreational facility will be open will be posted at each area. These hours will be strictly adhered to unless special arrangements are made with management.

- D. The clubhouse doors will automatically unlock each morning and automatically lock each evening at a set time. Hours are posted in the clubhouse. If hours need to be adjusted, please notify the office at least seventy-two (72) hours in advance.
- E. Equipment and facilities are to be used **at your own risk**.
- F. Pets are not permitted in any of the recreational areas.
- G. **Bare feet or wet swimsuits are not permitted in the clubhouse.** Bathroom facilities are located in the rear of the office.
- H. The rear office doors will automatically unlock each morning and automatically lock each evening at a set time. Hours are posted in the office. If hours need to be adjusted, please notify the office at least seventy-two (72) hours in advance.
- I. Shuffleboard: The six (6) shuffleboard courts are located in the building adjacent to the tennis court. Please limit your play if others are waiting. **Please do not walk on the courts.** The shuffleboard court hours are from 9:00 a.m. until sunset.
- J. Private use of the clubhouse is for residents only. Any requests for a private function must be in writing and must be approved by management and does **not** include the pool. These special events must not interfere with the Social Club's normal scheduled functions.
- K. Tennis courts are available for the use of the residents and guests and will be open from 9:00 a.m. until sunset. Proper tennis shoes, attire, and conduct are required of all residents, renters, and guests.
- L. A horseshoe playing area is provided for all residents next to the shuffleboard court. Playing hours are from sunrise to sunset.
- M. Swimming Pool: Although the swimming pool is listed in the prospectus as a facility available for use by the residents, the use of the swimming pool is a privilege. There is no lifeguard on duty so **swim at your own risk. All persons must shower before entering the pool. Oil is not permitted to be worn in the pool. Children under eighteen (18) years of age must be accompanied by an adult. Children under three (3) years of age may not use the pool at any time. Diving or jumping into the pool is forbidden.** Please do not swim alone. Management may from time to time post rules at poolside governing its use, which may include hours of operation, etc. A resident who violates swimming pool rules may be subject to eviction as set forth in sections 723.061 or 719.105, Florida Statutes.
- N. Please treat facilities as you would your own personal property and abide by all posted rules and these regulations. All equipment, rooms, etc., must be left in the same condition as you found them, including taking the trash to the dumpsters.
- O. **Smoking is prohibited in all recreational areas, including the clubhouse, shuffleboard courts, tennis courts, horseshoe courts, and pool area, etc. This will protect the health of all users.**

V. **GUESTS**

- A. **All residents are responsible for their guests' actions.**
- B. Residents must be present in order to have guests stay in their home.
- C. Guests/visitors may not **stay in excess of fifteen (15) consecutive days or thirty (30) days total per year unless such person has the permission of management.**
- D. All guests/visitors must register at the office upon arrival. If office is not open, please register the next day. Guest(s) will be issued a visitor tag to be displayed on the dashboard of the vehicle. Visitor pass will be given to the guest to carry.
- E. Guests under eighteen (18) years of age must be accompanied by a resident while using any recreational facility.

VI. **PETS**

- A. All pets must be approved by management and limited to two (2) pets per household. Only dogs, cats, fish, or birds are allowed. Pets in excess of fifty (50) pounds are not permitted.
- B. Pets are **not permitted** to run free. When outside, they must be on a leash.
- C. Pets are **not permitted** to walk on any lawns other than their own.
- D. Pets are **not permitted** in the recreational areas.
- E. Excessive noise will not be tolerated. In the event of continued complaints, an investigation will be made. If management finds that complaints are warranted, the pet owner will be required to **remove such pet from the park permanently.**
- F. Doghouses are not permitted on the home site.
- G. Pet owners are responsible for removing any waste materials left by their pets anywhere in the park.
- H. All pets must be properly licensed and vaccinated and must be registered with the office with copies of their credentials. This includes a picture of the pet(s).
- I. Pets shall not be left unattended for long periods of time. Please do not tie your pet outdoors unattended.
- J. There is a dog run available for exercising pets.
- K. **Visitors' pets are not permitted.**

VII. **TRAFFIC, TRAILERS, AND VEHICLES**

- A. All residents' vehicles **must** display a STW sticker on rear window. This is for the safety and welfare of all residents so that they know who is supposed to be in the park. Optional park name plates are available at no charge for the front of the vehicle(s). Both are available at the office.
- B. Please keep your vehicle(s) locked at all times.
- C. **The speed limit throughout the park is fifteen (15) mph.**
- D. Pedestrians, bicycles, and golf carts have the right of way, in that order.
- E. Large trucks must be garaged elsewhere. **Commercial-type vehicles are not permitted to be parked on Spanish Trails West or residents' property.**
- F. **Vehicles are not permitted to park on lawns or any grassy areas.** Parking spaces are provided at each site. Guests are allowed to park on the street for a short time during the day. **Overnight parking is not permitted on the streets.**

- G. Overnight parking may be utilized in the parking lots by the tennis court on Valor Street and between the pool area and the shuffleboard court on Piscina Street.
- H. All boats, utility, and travel trailers, etc., must be parked in the special area provided or outside the park. One space only per household is permitted if space is available and is allotted on a first-come, first-serve basis. All vehicles must be registered with the office with copies of proof of ownership (title), current tag, registration, and insurance.
- I. Unlicensed/inoperative vehicles are not permitted to be parked anywhere in the park.
- J. Minor maintenance and washing cars are permitted. Major repairs are not permitted.
- K. Cars dripping oil and/or gas must be repaired in a timely manner and the drip spots cleaned from the parking surfaces.
- L. Management specifically reserves the right to restrict the operation of all delivery transportation if vehicle traffic rules are not adhered to within the mobile/manufactured home park. Safety, traffic control, welfare of the residents, and preservation of the mobile/manufactured home, park grounds, and roadways are a priority.
- M. **Residents, guests, and all others must adhere to all traffic rules. STOP signs mean STOP!** This includes all vehicles, i.e., automobiles, trucks, vans, bicycles, golf carts, mopeds, motorcycles, and scooters etc.
- N. Golf carts and any motorized vehicles must be insured and operated by a licensed driver who must abide by all traffic rules. Proof of insurance must be provided to the office. For safety reasons, all golf carts and motorized vehicles must be equipped with working headlights and working tail lights.
- O. Walkers and those riding bicycles at night should wear light-colored or reflective clothing and carry a flashlight. Be sure your bicycles have rear reflectors.

VIII. MAIL

- A. Mailboxes are furnished initially by the park and the posts must not be moved by the resident. Repair and replacement of the mail box itself are the responsibility of the resident. Please keep your mailbox clear of all bird residue and mold for the public health and safety of all.

IX. SOLICITING

- A. Persons selling, soliciting, or peddling commercial enterprises within the community are not permitted or must have written permission of park management. If you see someone in the park who you deem should not be here, please call the sheriff and notify the office.
- B. All signs are prohibited from being posted on park property except for those events being held in the park, such as park-wide yard sales.
- C. Management will not prohibit free communication among residents.

X. SELLING AND SUBLETTING

- A. Sales: Management of Spanish Trails West shall not deny a resident the right to sell resident's own home within the park. However, if a non-shareholder elects to sell his/her mobile/manufactured home during the term of his/her lease, any renewal or extension thereof, and the mobile/manufactured home is to remain in the park, the new resident must be approved and a lease negotiated in accordance with the Rental/non-shareholder Prospectus, and as governed by Florida Statutes Chapter 723.
- B. A shareholder has the right to sell his/her own mobile/manufactured home in accordance with the Prospectus and as governed by Florida Statutes Chapter 719. The new shareholder must also be approved.
- C. "For Sale" signs must be in accordance with park prospectus and must be placed on the window of the home. **Signs shall not exceed twelve (12) inches by sixteen (16) inches. Yard signs are not permitted.**
- D. Subletting: Homes in Spanish Trails West may be sublet one time per calendar year for a period of not less than three (3) months to the same sub-lessee. Prospective renters must apply to be occupants of Spanish Trails West and must be approved by management prior to occupancy. The initial sub-lessee may have occupancy in Spanish Trails West for a period of up to two (2) years. After this two (2) year period of occupancy in Spanish Trails West in any home, the sub-lessee may be extended with written approval of management. This approval will not be unreasonably withheld. Sub-lessee shall be deemed to include any occupant of Spanish Trails West who is not an owner or spouse of an owner or otherwise residing with an owner of a mobile/manufactured home in Spanish Trails West. In the event an owner is deceased, his/her heirs may assume residency in Spanish Trails West if they qualify to reside in the park. An application must be submitted and approved before taking occupancy.
- E. Residents who sell their own homes must inform their buyer or sales agent of our Rules and Regulations and must also pass their prospectus on to the buyer to prevent serious repercussions to the seller and/or the buyer.

XI. RESPONSIBILITIES

- A. Spanish Trails West Homeowners Association, Inc. (hereinafter referred to as STW HOA) shall not be responsible for loss or damage caused by accident, fire, or act of God to any mobile/manufactured home or personal property left by resident(s) or guests on the premises. STW HOA will not be responsible for supplies or equipment brought into the clubhouse.
- B. STW HOA shall not be liable for accident, death, or injury to life or property through the use of the recreational facilities. Residents and guests shall avail themselves of these facilities at their own risks.
- C. STW HOA will not loan/rent out any equipment.
- D. Residents are responsible for any damages they, their family members, or guests cause to park property.

- E. STW HOA will not get involved in disputes between neighbors unless it involves the community. Personality conflicts are not under the scope of management.
PLEASE RESPECT YOUR NEIGHBOR.

XII. MISCELLANEOUS

- A. Loud and/or annoying parties and foul language are not permitted.
- B. Quiet time in the park is from 10:00 p.m. to 8:00 a.m. Special care regarding use of TV, radio, etc., between these hours is required.
- C. Report vandalism of park property to the office promptly.
- D. Report vandalism of private property to the sheriff.
- E. Legitimate signed complaints must be reported to the office on the form available. Said complaints will be forwarded to the Spanish Trails West Homeowners, Inc., Board of Directors. Anonymous complaints will not be addressed.
- F. Rule infractions will be brought to the resident's attention in writing.
- G. Park office hours will be posted at the office.
- H. Any request of park personnel should be directed through the park office on the form provided. Preferential treatment by park personnel of any resident will not be tolerated by management, and any violations of this rule may result in the discharge of the park employee.
- I. The Spanish Trails West newsletter is published monthly by the Social Club and includes a calendar of events. The STW HOA may also include reminder articles of the rules and regulations.

XIII. LIENS

- A. Park property shall not be subject to liens for improvements made by the resident.

XIV. GROUNDS FOR EVICTION/FORECLOSURE

- A. The law that governs eviction procedures for non-shareholder mobile/manufactured home owners is Chapter 723.061 Florida Statutes.
- B. The law that governs foreclosure proceedings for mobile/manufactured home shareholders is Chapter 719 of the Florida Statutes.

XV. RENTALS AND FEES

- A. Rent and Maintenance Fees are due on the first (1st) day of each month and delinquent on the fifth (5th). A daily late charge of \$1.00 (one dollar) per day per the Prospectus, retroactive to the first (1st) of the month, will be charged to rents/maintenance fees received after the fifth (5th). Rental amounts for non-shareholders are subject to change as deemed necessary by Spanish Trails West Homeowners Association, Inc. Board of Directors in accordance with the Rental Prospectus and Chapter 723 Florida Statutes. Maintenance Fees for the shareholders are set in accordance with the Prospectus and Chapter 719 of the Florida Statutes. All payments are to be made to the park office. All

rents/maintenance fees are to be paid in U.S. currency. A service charge of thirty (\$30.00) dollars will be imposed for each check returned for insufficient funds, plus bank charges. Such checks may be treated by management as nonpayment of rent or maintenance fees.

THE TERMS OF YOUR PROSPECTUS ARE INCORPORATED BY REFERENCE HEREIN.

The Non-shareholder Rules & Regulations were approved February 27, 2013, by the Department of Business & Professional Regulations (DBPR) & override any previous Rules & Regulations and are effective July 1, 2013.

The shareholder Rules & Regulations were approved June 13, 2013, by the Department of Business & Professional Regulations (DBPR) & override any previous Rules & Regulations and take effect immediately.

Trailer & Boat

Parking

Fenced In Dog Run

horses

Maine Shed

Trash

Indoor Shuttle court

Tennis

Pool

Rec Hall

El Rancho Way

Rosalita Ave

Alhambra Ave

Amigo Ave

Retention Pond

Spanish Trails West



