

**MOTORCOACH COUNTRY CLUB  
PROPERTY OWNERS ASSOCIATION, INC.**

Gate Access Rules June 2018

<b>GATE ACCESS CONTROL RULES AND REGULATIONS</b>
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**GENERAL**

The Association contracts with an outside company for gate access control services (“Services”). The Gate Access Control personnel (“Member Services Staff”) regulate access to the Motorcoach Country Club Property Owners Association (“Association”) in accordance with the Post Orders approved by the Board of Directors of the Association.

1. Owners, their guests, family, vendors, invitees and tenants (and/or tenants’ guests, family, vendors, and invitees) are subject to these Gate Access Control Rules and Regulations and are required to cooperate with the Member Services Staff in carrying out their duties.
2. Any interference with Member Services Staff in the performance of their duties or any verbal or physical abuse of the Member Services Staff is prohibited.
3. Only Member Services Staff and authorized Association personnel are permitted in the gate house. Complaints concerning Member Services Staff must be made to the Association General Manager or Board of Directors.
4. If you call emergency medical or emergency fire services, please attempt to notify the Member Services Staff so that they may help in providing the location of your Residential Lot to the emergency vehicles.

**GATE ACCESS CONTROL**

**Definitions.**

1. Temporary Visitors are those having a limited, permitted duration of stay. Temporary Visitors include guests, family, and other invitees (excluding vendors).
2. Vendors are individuals or companies that are hired by Owners to provide services for their Residential Lots, including, but not limited to, gardening, caretaking, house cleaning, pool cleaning, plumbing, electrical, real estate services, etc.

### **Designating Temporary Visitors.**

1. Designating Temporary Visitors
  - a. Owners and tenants may designate Temporary Visitors. For all Temporary Visitors, they must call the Member Services Staff and provide the following details: their name and address, the first and last name of each Temporary Visitor, the anticipated arrival date and time, the anticipated departure date or length of stay and any special instructions. Vendors **may not** be designated as Temporary Visitors.

### **TRANSPONDERS**

1. Transponders are issued at the Transponder Vendors Office, from 9:00 A.M. to 5:00 P.M., Monday through Friday. Hours are subject to change in the summer or on holidays.

### **VENDOR RULES**

1. Any Vendor that enters the Association three (3) or more times per month must obtain a transponder for each vehicle that is used within the community. To obtain a transponder, a Vendor must provide the following information:
  - a. Valid driver's license for each driver that will be driving the vehicle within the community.
  - b. Proof of vehicle insurance on each vehicle that enters the Association.
  - c. City business license.
  - d. Proof of General Liability insurance for the company.
2. Except in an emergency situation, Vendors will only be admitted to the Association on the following days/hours:
  - a) Season Monday following the 3rd weekend of October - April 30 - 7:00 am - 5:00 pm Monday through Thursday jackhammering, demolition, tile cutting and other loud practices 9:00am – 5:00pm. (Housekeepers working inside the Coach or TRSS/ Casita Monday through Friday, 7:00am to 5:30pm; Saturday, 8:00am to 5:00pm
  - b) Summer May 1 – 3rd weekend of October - 6:00 am – 6:00 pm Monday through Friday and 7:00 am – 6:00 pm on Saturday
  - c) Work will be allowed on the following Holidays July 4th, Labor Day, Memorial Day, Martin Luther King Jr. Day and Columbus Day.
  - d) Upon request, Real Estate Agents / Professional may access the Association on Sundays from 8:00A.M. to 5:00P.M.
3. Vendors shall adhere to the posted speed limit within the Association and shall not drive negligently, recklessly or dangerously.

4. Vendors, including Real Estate Agents / Professional, must provide Member Services Staff with a list of locations they will be visiting and the reason for each visit. Unless locations of work to be done warrant otherwise, the period of time any Vendor will be allowed on the property is one(1) hour. Vendors must advise Member Services Staff of the reason more than one (1) hour may be needed. Vendors shall proceed directly to the Residential Lot where they are performing or providing services and shall not go to any other Residential Lot or Common Area. Real Estate Agents / Professional must escort clients into and out of the Association.
5. If a Vendor is found to be at a Residential Lot other than the Lot provided to Member Services Staff, the Vendor will be escorted out of the Association.
6. Vendors may not solicit any business within the community. Vendors may not approach Owners or leave cards or brochures on any Residential or Common Area
7. Vendors may not use any of the community facilities or amenities and may not park on any Residential Lot without permission of that Lot Owner.
8. Any trash generated by the Vendor must be hauled away daily. No trash facilities within the Association may be used for refuse generated by a vendor and no debris or supplies may be left in the Common Areas or neighboring Residential Lots.
9. Vendors are not permitted to play audible music while in the Association. Noise must be kept to a minimum.
10. Vendors must wear appropriate attire at all times and may not ingest alcohol or illegal drugs while within the Association. Vendors may not bring any pets into the Community.
11. The Board may deactivate the transponders of or deny access Vendors who violate these rules. Prior to doing so, the Board will provide one warning notice and request to comply. Upon a second violation, the Board may deactivate the Vendor's transponders without further notice or deny access to the Vendor. The Vendor will not be permitted to apply for a new transponder for six (6) months. If a Vendor causes damage to the Common Area, the Owner and/or Vendor will be responsible for the cost to repair said damage.

## **WHO CAN OBTAIN VISITOR PASSES**

1. Temporary and Permanent Visitors, Vendors who are not required to have transponders and tenants who do not have transponders will be given a visitor pass by Member Services Staff and will be logged in by name, license plate number, and destination. The pass must be prominently displayed in the lower left-hand corner of the windshield.
2. Passes for Temporary Visitors and tenants may be issued for up to 7 days. For Vendors, passes will be issued for up to 3 days. Upon expiration of the pass, the name of the Temporary Visitor, tenant or Vendor will automatically be purged and further access will be denied.
3. Owners are responsible for the actions of their Guests, Vendors, and tenants and will be responsible for repairing any damage caused by these persons.



