

Shoreline Towers Condominium Association 6301 N Sheridan Road, Chicago, Illinois Rules and Regulations

Introduction

Welcome to Shoreline Towers Condominium Association. This handbook includes useful information meant to make your condominium home and community comfortable. These Rules apply to all residents, their guests, tenants, and contractors.

These Rules are to be used in conjunction with the State of Illinois Condominium Property Act, Cook County and City of Chicago zoning regulations, and Shoreline Towers Condominium Association's Declaration of Condominium and By-Laws. It is the responsibility of all residents, including tenants, to abide by these rules, and a lack of knowledge of the building's rules and regulations does not constitute grounds for fine dismissal.

Thank you for reviewing these Rules and Regulations and staying informed of changes to building rules. We invite you to join us at Board meetings and participate on committees to include as many ideas and opinions as possible.

Shoreline Towers Contact Numbers

Fire, Police or Medical Emergency	911
Non-Emergency	311
Resident Services	312-202-9300
Resident Service Email	service@LMSnet.com
Building Main Number	773-338-1300
Property Manager	773-977-1100
Assistant Property Manager	773-977-1101
Management Office Fax	773-338-9060
Building Website	www.shorelinetowers.org
Board of Directors Email	BOD@shorelinetowers.org

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I. Security Measures

The Lobby is supervised by Door Staff to maintain conduct, order and security. Door Staff assists with—among other things—admitting residents and their guests to the building, responding to emergencies, calling elevators, providing assistance out of vehicles and with packages, and calling taxis.

Building Entry

Visitors and guests entering the building without a resident escort shall register with Door Staff by providing photo identification, whether as invited guests or as persons with requested deliveries. Door Staff will provide building access only after confirming resident approval by telephone or through the Entry Permit log. If entry approval cannot be confirmed, the entry request will be denied.

In the event the resident is expecting a number of guests, it is recommended that a guest list be left with Management or Door Staff to facilitate access.

All vendors, caregivers, and workpeople shall be registered with Door Staff daily and no 'permanent entry' will be granted.

From 11pm to 7am, the lobby door may be locked for short periods when the door person is unavailable. Key entry is possible at both the main and north doors.

Unit Owners shall not allow access to the building to any individuals they do not know.

All Residents shall be on the record with Management via the Resident Registration form.

An Entry Permit shall be completed by residents wishing to grant access to visitors when the resident is—or expects to be—unable to provide telephone approval. The Entry Permit does not provide for key sign out. Entry Permits will be valid for no longer than 30 days. The Entry Permit shall specify the conditions under which access is to be granted.

All non-residents, guests and service providers shall enter the building through the front Lobby door.

Deliveries

Deliveries to units shall be made per the Building Entry process. All delivery persons shall be escorted by a resident between 11:30pm and 6:00am.

Deliveries of furniture or other large items that require the service elevator shall be scheduled with Management. These deliveries shall be made only through the service entrance and service elevators.

Staff will not accept deliveries for residents.

Keys and Locks

Owners may add or change their existing locks at their own expense, using approved hardware. Management shall be provided with duplicates of all keys. If duplicate keys are not provided, the Unit owner is responsible for locksmith fees and repair costs if emergency access to the Unit is necessary. Duplicate keys shall be accessed by owners for emergencies only. More than 2 requests per year per Unit may incur a fee.

The Association will not be responsible for Unit doors left opened or unlocked or keys left in the outside lock.

Additional keys may be purchased from Management.

Unit entrance doors should be kept closed for personal security, comfort, and fire safety reasons. Entrance doors to any unsold, vacant, or unoccupied Unit shall be kept locked.

General Building Safety

Explosive or flammable materials shall not be kept within any residential Unit or stored in any Common Area. Excluded from this rule are devices required for medical reasons (such as oxygen tanks) and ordinary cleaning products.

All Unit Owners/Residents shall maintain a functioning smoke detector in each Unit.

All Unit doors shall be kept closed when not in use to prevent spread of fire, to ensure an even balance of air pressure and maintain energy efficiency and an even temperature in the Common Elements, to minimize the spread of cooking odors, and to contain sound within the Units.

Security equipment (e.g., cameras, key pad) and hallway smoke detectors shall not be tampered with.

II. Common Areas

The Common Areas include the public areas of the property including, but not limited to, the lobby, hallways, stairwells, elevators, fitness room, hospitality room, and other amenities.

The Common Areas are for the mutual use and enjoyment of residents and their registered guests. Activities that limit the enjoyment of a Common Area by other residents may be prohibited.

Certain Common Areas may be reserved through Management for private use for a fee. Association sponsored activities or events may be held in Common Areas.

No smoking is allowed in any area of the building except inside an Owner's Unit—provided that smoke and odors are contained within that Unit—and on the Sun Deck.

No smoking is allowed within 15 feet of any building entrance.

No sleeping is allowed in the Common Areas, including hallways.

No hallway, stairwell, garbage room, or any other common area shall be used for home projects including, but not limited to, sawing, painting, or furniture refinishing.

No Residents shall act in a manner that could cause injury to others or cause damage to the Common Elements, or which would be offensive, noxious, or a nuisance. Parents, guardians, and other supervisors are responsible for the actions of the children or other persons under their care or supervision.

Children under the age of twelve (12) shall be accompanied by an adult in the Common Areas.

Music, radios and other sound devices used on the common element shall be used with personal headphones and be inaudible to others.

The use of in-line skates, rollerblades, ice skates, cleated shoes (this includes, but not limited to, cycling shoes, golf shoes, athletic spikes/cleats, etc.), bicycles, and skateboards are not permitted in the lobby, hallways, or any other Common Area of the building.

Eating, drinking, or carrying open food or beverage containers in the Common Elements is prohibited.

Shoes and shirts/cover-ups shall be worn in all Common Elements.

Bicycles/Bicycle Room

Residents shall store only bicycles in the areas designated as the bicycle storage rooms. Access to the bicycle storage room is restricted to residents and it is the responsibility of the resident to adequately secure bicycles by

lock or chain. Neither the Association or Management assumes any responsibility for damage or theft of a bicycle nor other property left in the bicycle room.

Bicycles are not allowed in passenger elevators or the front lobby and shall not be moved through the front entrance unless the service elevator or loading dock entrances are unavailable.

Bicycles shall be registered with Management and any unregistered bicycles will be removed at the owner's expense.

Unit owners are responsible for any damage caused by use of their bicycle or those of their lessees, guests, or visitors, to any building Common Element or other Unit Owner's property or Unit.

Bicycles shall not be locked or otherwise attached to any building element, including but not limited to signposts, fences, railings.

Fitness Room

As a Common Area, the Fitness Room is for the mutual use and enjoyment of all residents and, when not reserved for private or sponsored use, activities that limit the enjoyment of this Area by other residents may be prohibited.

The use of the Fitness Room and/or equipment located in the Fitness Room is by each resident and guest at his or her own risk and the Association hereby disclaims any and all liability for personal injury resulting from the use of the Fitness Room and/or equipment located in the Fitness Room.

The Fitness Room is only for the use of residents and registered guests. Only one guest per resident shall use the room at a time and shall be accompanied by the resident at all times.

Proper athletic attire shall be worn when using the Fitness Room, shoes and shirts shall be worn at all times. No flip-flops or sandals are allowed.

The Fitness Room is not supervised and sound discretion of each participant is required.

Children under the age of 18 are not allowed in the Fitness Room or to use any exercise equipment unless under the supervision of a responsible adult.

There is a 30-minute equipment usage limit when people are waiting.

No pets are allowed in the Fitness Room.

Anyone found intentionally misusing and/or damaging the exercise equipment may be charged for repairs.

No food or refreshments other than water are allowed to be brought into the Fitness Room.

The television should be at a volume that does not disturb other people using the Fitness Room.

Laundry Room

Shoreline Towers is not responsible for any lost or stolen items.

No more than 3 washing machines or dryers shall be used at any one time by any one resident or guest during peak hours (8:00am until 10:00pm, Saturday, Sundays, and holidays).

The machines shall not be over-loaded.

Children shall not be left unattended in the Laundry Room.

Items left in washers or dryers for more than 10 minutes after the cycle has ended may be removed and placed on a sorting table so other residents can use the machines.

No dying/coloring clothes in the washing machines.

Oily items shall not be washed in the washing machines.

Carpets and floor mats are to be washed in the front loading machines and not top loading machines.

Pets, excluding service animals, are not allowed in the Laundry Room.

Hallways

Mats, boots, shoes, carts or objects of any sort shall not be left outside Unit entrance doors, in hallways or stairwells, and may be removed without notice.

Signs or name plates shall not be placed on Unit doors.

Pets shall only be in hallways for entry/exit to the building and shall not be left unattended in the hall. Hallways shall not be used for pet recreation or other exercise.

No alterations to the common area hallways shall be made by Unit owners.

Religiously mandated objects may be attached to the front-door area of a condominium unit. The "front door area" is defined as the front door of the condominium unit and the doorpost/doorframe of the front door. Otherwise, no object shall be attached to the front door area or the Common Elements, except as may be permitted by these rules.

Lobby

The lobby shall not be used for recreation, hospitality, or play area unless authorized by the Board.

Bicycles, roller blades, wagons, sleds, shopping carts and laundry carts are not allowed in the lobby and residents transporting these items shall enter and exit the building via the north doors.

Tradespeople shall use the north doors and the service elevators to access the residential floors.

Children shall not be left unattended in the lobby.

Hospitality Room

As a Common Area, the Hospitality Room is for the mutual use and enjoyment of all residents and, when not reserved for private or sponsored use, activities that limit the enjoyment of the Hospitality Room by other residents may be prohibited.

The private use of this room is limited to Condominium residents and their guests and requests for use shall be made through Management. The requesting resident shall be present during the event.

A reservation request shall be made with Management at least one week before the event. A non-refundable fee shall be paid to the Association when the reservation is made. The amount of the fee will be set annually by the Board. A deposit may be required.

All reservations include "reasonable" set up services by the building staff, as determined by the Board.

If guests are coming from outside the building, a guest list shall be provided to the front desk or a designated person shall escort their guests to the hospitality room.

The size of the party cannot exceed the legal occupancy limits of the room.

The resident reserving the room is responsible for the instructions for the set-up services of the room, the conduct of the participants, any damage to walls, pillars, ceilings, furniture, and carpet, the final cleanup and housekeeping of the room, and additional expenses incurred due to damage and / or theft that may arise from private use of the room.

Only standing decorations are allowed; nothing shall be attached to the walls, pillars, doors, or ceiling of the room without Management approval.

Security cameras shall not be blocked or disabled.

Deliveries, loading, and unloading shall be made through the north building entrance.

Music volume shall be regulated, and kept to a minimum, in order not to disturb residents.

Parties shall end by 11:00pm and the room shall be completely cleaned and vacated by 11:30pm.

Receiving Room

The Association is not responsible for damage of any property delivered to, or left with the receiving room attendant.

The receiving room will accept and store all mailed packages or envelopes too large to fit in mailboxes, and notice will be placed on the resident's mailbox.

Any package delivered to the receiving room and remaining unclaimed by a resident after 60 days from delivery shall be returned to sender and/or disposed of if creating an odor or other noxious or offensive condition.

Storage Lockers

Storage lockers are assigned by Management. The Association takes no responsibility for damage or theft of contents thereof.

Storage of any kind in the aisles or on top of the lockers is prohibited.

No explosives, illegal, toxic, or flammable materials shall be stored in the lockers.

Storage lockers shall not be leased.

Sun Deck

As a Common Area, the Sun Deck is for the mutual use and enjoyment of all residents and, when not reserved for private or sponsored use, activities that limit the enjoyment of this Area by other residents may be prohibited.

Glass bottles and glassware are prohibited on the Sun Deck. Kegs or other bulk containers for beverages are prohibited on the Sun Deck.

Owners should report any suspected illegal behavior, including underage drinking, to the police.

All persons shall remain within the fenced area of the Sun Deck.

Persons smoking on the Sun Deck shall use the receptacles provided and cause no nuisance to others.

No cooking, barbecuing, or grilling is allowed on the Sun Deck.

Residents are responsible for the appropriate behavior of their guests.

Pets, with the exception of service animals, are not allowed on the Sun Deck.

The hours of the Sun Deck are determined by Management and may be subject to change.

Vending Lounge

No sleeping on the couch or at the tables.

Do not leave your personal items unattended.

Shoreline Towers is not responsible for lost or stolen items.

The Television will be kept at a volume that will not disturb other people using the room.

Elevators

Using the residential elevators for moving in/out is prohibited unless specifically authorized by Management. This includes the movement of furniture, shopping carts, bicycles and any other large objects. Because the service elevator does not travel to the basement garage in the West Tower, shopping carts are allowed in the residential elevators in the West Tower only when traveling between the basement garage to and from residential floors. Extra care should be taken when bringing a shopping cart into the residential elevator, and residents will not automatically be excused from liability should they damage the residential elevator.

Residents and guests shall use the service elevator when moving large objects including but not limited to bicycles, laundry carts, or furniture.

Elevators shall be used for transport only and shall not be used for play or other activities that disrupt the intended use.

The service elevator shall be used for transporting pets whenever possible. If it is necessary to use a passenger elevator, the pet owner shall wait for the next elevator if other people using the elevator object to a pet's presence. Unit Owners/Residents are responsible for the cleanup of any accidents by their pets and any spills that occur during use of an elevator. All animals traveling on the elevators shall be on a leash or in cage for the safety of the other passengers.

In the case of fire, Residents shall use stairways and not elevators to exit the building.

Do not delay elevators.

III. Limited Common Areas

Balconies

The balconies are Limited Common Elements of the building for the exclusive use of the Unit Owner/Resident. Any damage that occurs to the surface is solely the Unit Owner's responsibility as is the cost thereof to maintain, repair, and replace.

No object of any kind, (e.g., cigarette butts) shall be dropped, thrown, swept or allowed to fall from the balconies. Dust mops, rugs, etc. shall not be hung or be shaken on the balconies. Unit Owners/Residents are responsible for any damage caused by any item that has fallen from or blown off their balcony.

When cleaning the balcony surface, residents shall only use a mild soap solution with warm water. Water shall be kept within the balcony and shall never be pushed over the side. While cleaning the balcony, residents should take care not to allow any water and/or cleaning material to flow over the side and down to the balcony below. Harsh or abrasive cleaning products are prohibited. No chemical shall be used to melt ice.

The balcony and patio walls, railings, and floors shall not be altered in any way without the prior written consent of the Board.

Animals shall not be allowed to urinate or defecate on the balcony. In case of an accident, pet excrement shall be immediately removed from all balconies and patios.

Residents shall not display, hang or store clothes, sheets, blankets or the like on balconies where visible from outside the Unit. The balconies shall not be used as additional storage areas.

No balcony floor covering or article, which would cause damage to the building or the balcony, is permitted. Nothing shall extend beyond the balcony edge, or obstruct drainage from the balcony.

No flooring, furniture, or other materials shall be affixed to the balcony or building.

No Unit Owner/Resident shall install any canopy or awning outside the Unit, except as required to be permitted by law or governmental regulation.

No music shall be played on the balcony. When Unit doors to the balcony are open, noise/music shall be kept at a reasonable level and within reasonable hours. Unit Owners/Residents are expected to be considerate of neighbors and other Residents.

Antennae shall not protrude beyond any unit's balcony or be visible above the balcony exterior wall. Antennae shall be completely confined within a balcony. No portion of any antennae shall be allowed to extend beyond the vertical plane created by a unit balcony railing or exterior wall, whichever is more restrictive.

Charcoal or gasoline grills are prohibited.

IV. Sanitation

Extermination and Pest Control

To prevent the spread of pests (i.e., insects, rodents, or the like), owners shall report the presence of pests to Management.

In order to eliminate and control any problems with insects or rodents, the entire building is serviced when needed.

Any unit owner who is found to have a pest infestation will have to pay for the cost of correcting the problem as well as paying for the elimination of pests in other units caused by them.

Residents shall provide entry to his/her unit for extermination/inspection, pursuant to notice by the Association.

Trash Disposal/Garbage Chute/Recycling

All trash and waste shall be disposed of in a responsible manner. Garbage chutes are for the disposal of normal household trash, properly bagged and tied in 13 gallon bags or smaller.

No unwrapped, unbagged, unsealed material shall be put in the garbage chute. Liquids, foods, and pet waste especially shall be properly bagged to reduce the chance of the bag breaking.

Matches, lit cigarettes, explosives, batteries, flammable materials and their containers, aerosol cans, medical wastes, or needles shall not be put in the garbage chute. The disposal of these items is the responsibility of the Resident. Management should be contacted for proper disposal procedures for these items.

Large boxes, wrapping, packaging, and moving materials shall be broken down and taken to the dumpster area for disposal and shall not be put in the garbage chute.

Oversized trash, small household appliances, electronics, and other trash not suitable for the garbage chute shall be carried to the dumpster area.

Door Staff shall be notified immediately when anything is left in the dumpster area.

Recyclable items that will fit in the recycling bin may be left in the chute room. Non-recycling items shall not be left in the chute rooms.

Large items (such as carpeting, appliances, furniture) cannot be disposed of on the premises of the building. Removal of such items for disposal is the responsibility of the Unit Owner.

Absolutely no garbage is to be left in the hallways, trash rooms, or any common areas. Littering is strictly prohibited in all common areas. Rugs are not to be shaken down the chute or in hallways.

V. In-Unit Repairs

Construction

To ensure Management and Engineering oversight, contracted project work shall take place only between 8:00 am and 5:00 pm on weekdays (Monday thru Friday). No work shall be performed on weekends or holidays.

Nothing shall be done in any Unit or in, on, or to the Common Elements or the Limited Common Elements that would impair the structural integrity of the building.

Common Elements shall be left clean after any remodeling and moving. Unit Owners will be charged for clean-up and/or repair services required by their failure to protect and/or clean the Common Elements during a move or remodeling activity.

Floor

If a hard surface is installed, a layer of sound absorbent material, such as ¼" cork, felt, or foam rubber shall be installed between the concrete and the floor covering.

All carpeting (wall-to-wall carpeting or carpets which cover the traffic patterns in the living/dining area, hallways, study, and bedrooms, covering a minimum of 80% of the total area of the unit) shall be installed over standard padding, as defined by Management.

Kritzer System

The Kritzer HVAC system is part of the Common Elements and periodic servicing and maintenance shall be performed by building staff. Building staff shall be granted access to units to perform this work, without exception, provided timely notice is given by Management. Failure to allow entry for this servicing may require legal action by the Association, the costs of which shall be charged to the unit owner.

VI. Condominium Living

Noise

Taking into account the time of day, unreasonable noise from within an individual Unit shall not permeate any other Unit. However, in its discretion, the Board may initiate enforcement procedures if a complaint is received by owners of more than one Unit, or if the unreasonable noise can be heard in the Common Elements.

Generally, 11:00pm to 7:00am are considered times during which no unreasonable noise should be able to be heard between Units.

Be careful of the volume and bass when playing musical instruments, stereos, radios, video games, computers, TV's, DVD's, etc.

Hold down party noise and end parties by 11:00pm as a general guideline.

Minor home repairs including drilling, hammering or other noisy jobs should be done between 8:00am and 5:00pm.

Prevent dogs from barking excessively, especially at night.

Special Unit Information

The gap on the bottom of entry doors should not be blocked. The building was designed to provide your Unit with fresh air from the hallway. Covering this space causes negative air pressure inside your Unit, and can result in odors from other Units entering through the kitchen and bathroom exhaust vents and can create fire safety issues.

Each door in the building shall have a properly functioning door closer.

No Water beds are permitted

Use and Occupancy Rules

All occupants shall be identified on the proposed (initial) lease. The persons occupying the Unit shall be limited to only those persons whose names were submitted as occupants at the time of approval of the lease. Any change in occupancy shall require a new lease.

Windows

Windows shall have coverings including drapes, shades, or blinds designed specifically for that purpose. Towels, sheets, newspapers, etc. shall not be used as window coverings.

Advertising and Solicitations

Residents and/or vendors shall not distribute handbills, flyers, circulars, mailers or other literature or otherwise solicit in Hallways, Mailboxes, under Unit Doors, or elsewhere in the Common Elements. This does not include any notice or informational distribution by Management or the Board.

Bulletin boards are for Association use only. Residents wanting to post an announcement on the bulletin board require Management approval.

Other than the designated bulletin board, no markings, fixtures, signs or other attachments shall be added or removed from Common Elements, Limited Common Elements or parking spaces without written Board consent.

Owners who will be away from their unit shall stop newspaper delivery. Any unclaimed newspapers or bulk mail in the lobby area as well as in front of individual unit doors may be disposed of by building staff after 24 hours.

VII. Pets

Our Association subscribes to the policy of the American Association of Zoos and Aquariums with regard to harboring wild animals as pets: *"In view of the hazards both to animals and to man, and due to the specialized expertise required to properly care for captive wildlife, the American Association of Zoos and Aquariums recommends that wild animals not be kept as pets, and further, that the general public keep only traditional pets."*

No wild animals including, but not limited to exotic animals, farm animals, poisonous creatures, tarantulas, pigs, snakes, livestock, fowl or poultry of any kind shall be raised, bred, or kept in any Unit or the Common Elements.

"Permitted Pets" are defined as cats, dogs, rabbits, guinea pigs, hamsters, gerbils, caged birds and fish. Service animals are subject to different regulations as permitted by law.

Permitted Pets shall be kept in Residential Units only.

Tropical fish shall be kept in a proper aquarium system of no more than thirty (30) gallons.

All rabbits, guinea pigs, hamsters and gerbils shall be caged at all times.

"Grandfather Clause"

Pets already living in the building and not included as "Permitted Pets" may be allowed with Board review, provided requests are made within 30 days of the approval of these rules. Registration requirements apply to all owners.

Pets in Common Areas

Staining of carpeting or other Common Element improvements, including but not limited to exterior walls, shall be reported immediately to Management or the Door Staff so that it can be spot cleaned effectively. The Unit Owner will be responsible for all damage caused by the pet whether from waste, dirt soilage or otherwise, and shall be assessed the cost of remediation thereof. Failure of the pet owner to report staining or damage or to pay for the damage shall constitute a violation of this rule.

Pets are not to be taken out or in through the main lobby.

The service elevator shall be used for transporting pets whenever it is available and accessible. When the service elevator is not available or accessible, the Unit Owner or resident may use the passenger elevator, provided that, if persons utilizing the elevator object to a pet's presence, the pet owner shall wait for the next passenger elevator.

Pets shall not, at any time or under any circumstance, be left unattended within the building Common Areas or on building Property.

Pets shall be leashed or caged at all times when they are outside a Residential Unit.

Pets shall not be left unsupervised on balconies.

All dogs shall wear collars with city registration and identification tags while in Common Area.

Registration

Each Unit Owner or occupant shall register all pets prior to occupancy or within five (5) days of obtaining the pet. The Unit Owner or occupant shall complete a building Animal Registration Form which will include the pet's name, breed, weight, color and a photo. Also, a copy of (applicable) evidence of current city registration including current vaccination, along with the Unit Owner or occupant's name, Unit number and telephone number, and evidence of liability insurance as provided in this section. All cats and dogs shall have a current rabies vaccination. Visiting pets brought into the building for more than seven (7) days shall be registered with Management. Visiting pets are subject to this Pet Policy.

Waste Disposal

Unit Owners and occupants shall clean up any mess or waste left by their pets on building grounds or any of the Common Elements. At all times during which the pet is on building grounds or in the Common Elements, the Unit Owner or resident shall carry paper toweling or other means of waste disposal and cleanup, and shall immediately clean up after the pet's waste or soilage and properly dispose of same. Pets shall be taken away from the building grounds before the pet is permitted to relieve itself. All pet waste and litter disposed down the trash chute shall be double bagged in plastic and otherwise disposed to keep the chute clear of noxious odors. Sinks, toilets and tub drains shall not be used for this purpose.

Pets shall not be allowed to relieve themselves on balconies, walls of the building, landscaped areas of the building or on the parkway walls and driveways. Owners are encouraged to walk their dogs in the rear section of the cul de sac or the park area and use the dog mitts and trash can provided. Violators can be fined \$500 per the City of Chicago.

Each Unit Owner or occupant shall be responsible for picking up after any pets kept in his Unit including, without limitation, removing any waste deposited by such pet anywhere on the Common Elements.

Continuing Nuisance

Pets shall not create unreasonable ongoing nuisance including barking, whining, crying or other disturbance, or cause repeated damage to the Common Elements. In case of an initial disturbance, the pet owner will be notified by Management and will be given the opportunity to correct the problem. For repeated issues, additional action may be taken. Pets causing or creating an unresolved nuisance or unreasonable disturbance may be permanently removed from the Property upon three (3) days written notice from the Association.

VIII. Garage/Parking

Everyone who parks in the garage will be required to provide a set of keys to the garage staff.

Parkers shall park only in their own designated space. Parking in a space other than the designated space may result in the vehicle being towed.

Any monthly parker shall register with Management and provide a signed parking agreement, proof of insurance, and deposit.

If a vehicle will be temporarily parked in your space, it shall be registered with Management and may require additional information. Temporary parkers will be valet parked.

Cancellations shall be made in writing to Management thirty (30) days prior to termination.

All vehicles shall be parked within the boundaries of their space as designated by the yellow striping.

Parking spaces are for the exclusive use of operational motor vehicles. Fire code prohibits use of a parking space to store tools, supplies, materials, or items of any type. Any items stored in or around a parking space may be removed and discarded.

For safety reasons, all vehicles shall adhere to posted signage. Headlights shall be ON at all times when a car is in motion in the parking garage. Reckless driving and excessive speed in the garage, on ramps, or in the front drive will not be tolerated.

Vehicles shall not be washed, repaired or serviced in any way in the parking garage with the exception performing minor repairs, including but not limited to replacement or fixing of a flat tire, replacement or repair of light fixtures, etc., subject to the approval of the Association or Management.

Vehicles displaying any signs of leaking fluids, malfunctioning brakes, steering, or any other problems that may render the vehicle unsafe or inoperable shall not be parked in the garage until the problems are corrected. Vehicles that, in Management's opinion, need to be removed from the garage for these reasons will be towed at the vehicle owner's expense.

No vehicle is permitted to block the entrance or exit to the garage or otherwise impede traffic.

With the exception of garage staff, no person other than the owner(s) of the vehicle can use a vehicle that has been valet parked without the owner(s)' consent.

There is no subleasing of parking spaces.

Garage equipment such as the air hose, jumper cable, etc. shall only be used with the permission of a garage attendant.

Abusive or inappropriate behavior towards garage staff or other parkers will not be tolerated.

Parkers who have two or more late payments in a 6 month period shall lose their parking space and/or seniority.

Carts

Shopping or luggage carts may be borrowed by residents at no cost from the garage for 30 minute periods (longer if approved by garage staff). Carts shall be returned within the allowed time.

Residents shall leave an ID with the garage attendant to obtain a cart.

Vehicles should be unloaded from the left lane of the main aisle.

Any repair costs for damage to carts will be the responsibility of the resident who borrowed the cart.

Contractors shall not use the carts.

Carts shall only be used on Shoreline Towers' property and shall not be taken off-site.

Damage Claims by Valet Parkers

If a vehicle is believed to be damaged in the garage, Garage Staff shall be notified of this before the car leaves the garage.

Shoreline Towers is not responsible for minor door nicks, dings, scratches, and dents on colored bumper or bumper strips (or any superficial damage done to the exterior of the car).

Shoreline Towers is not responsible for mechanical damage or failure, resulting from battery charging, tire inflation or any other service provided by garage attendants.

Parking in Front Driveway Area

There is no parking in the front driveway. Standing is limited to 15 minutes. If a vehicle is unattended, it will be towed immediately.

Unit owners should notify the front desk if an ambulance is expected, so as to expedite access to the Unit.

IX. Financial

Assessments and Collections

Monthly Unit assessments, special assessments, fees, charges and fines are due and payable by the first day of each month and considered late after the 10th day of the month whether a billing statement is received or not. Assessment payment checks shall be made payable and mailed in accordance with the instructions on your assessment invoice.

A late payment fee will be assessed by the Association against the Unit Owner if payment in full is not received by the 10th of each month. Management will not accept a cash payment in any amount at any time. Please note that any and all payments which are posted to your account may, in the Board's sole discretion; be first applied to any late payment charges, service charges, legal fees, fines and any outstanding assessments before the current month's assessment, unless the payment specifies otherwise.

Insurance

All Unit Owners shall obtain insurance covering their personal liability and liability for compensatory (but not consequential) damages to another Unit or the Common Elements caused by the negligence of the Unit Owner, his or her guests, residents or invitees, or, regardless of any negligence for such liability and damages the cause of which originates from the Unit. The personal liability of the Unit Owner shall include the deductible of the Unit Owner whose Unit was damaged, any damage not covered by the Association's insurance, as well as the cost of decorating, painting, wall and floor coverings, trim, appliances, equipment and other furnishings.

Each Unit Owner shall provide The Association with written evidence of insurance by submitting a certificate of insurance to Management on a yearly basis or as requested. The most expedient way to do this is to add Shoreline Towers Condominium Association (at the Management Office address) as an interested party, thereby allowing the insurance company to automatically provide proof of coverage or policy changes.

Residents intending to do repair or construction work in their Units shall, prior to the commencement of such work, provide information on the scope and timeline of project, certificates of and any other information required by Management or the Board.

Certificates of Insurance provided for renovation and construction projects shall name the Unit Owner of Record, identify the Unit where work is being conducted, and name the Shoreline Towers, its Board and its Management as additional insured.

Any vendor not carrying workers' compensation insurance shall sign a waiver of liability for the Association and Unit Owner.

Residents and Non-Residents who have parking agreements with Shoreline Towers shall provide proof of insurance to be kept on file with Management.

Every Unit Owner and occupant shall and does hereby assume full responsibility for any personal injury and any property damage caused by a pet to any party so injured or damaged and shall and does hereby indemnify the Condominium Association and its agents, and hold same harmless from and against any loss or liability of any kind that might arise from damage caused by the pet. Every dog owner shall maintain no less than Three Hundred Thousand (\$300,000.00) Dollars of dog specific liability insurance (or umbrella coverage) and shall provide an insurance certificate naming the Condominium Association as an additional insured, evidencing such insurance at the time that registration is required.

X. Sales and Leases

All documents required by Management and The Board for a sale or lease of a Unit, shall be signed, completed, and submitted before closing of the sale or lease transaction.

No open houses are permitted, other than broker open houses.

Sales

Prior to the closing of any sale or transfer, all assessments and charges shall be paid in full to the end of the month in which the closing is to take place.

Once all assessments are paid in full, a Paid Assessment Letter will be issued.

If parties reschedule the closing date, they are required to provide written notification to Management as a revised Paid Assessment Letter may be required.

Installment Contracts

The Board has established the following rules to make it more difficult for unit owners to engage in a sham installment contract (however, the Board may take other facts and circumstances into consideration in determining if a transaction is legitimate or not):

The parties to an installment contract shall provide the Association with a copy of the signed contract (for review by Association counsel) within ten days after its execution.

The parties to an installment contract shall provide the Association with a copy of a cleared copy of the check for the "down payment" within ten days after execution of the installment contract.

The parties to an installment contract shall record the agreement or a memorandum of the agreement with the Recorder of Deeds, and provide the Association with a recorder stamped copy within ten days after its recording.

The installment contract shall immediately vest equitable title in the contract purchaser.

The "Purchaser" may not be permitted to cancel the agreement, without consequence.

Seller shall provide Buyer, no later than at initial closing, with title insurance from a national insured title company for Articles of Agreement.

Seller shall provide a conventional form closing statement signed by Buyer and Seller and/or their attorneys.

Seller shall provide Buyer with an amortization schedule showing the table of payments.

Seller shall verify that he/they have executed a Deed to Buyer and that the original is being held in escrow, with a true and accurate copy provided to the Board of Directors at the time of initial closing.

A statement shall be submitted indicating whether Seller or Buyer retains the right to vote, pay real estate taxes, assessments and insurance.

In the event it is proven that a transaction is a sham intended to avoid any policies restricting or limiting leasing, or for any other reason, all Occupants shall be obligated to vacate the premises upon ten (10) days written notice. In the event legal action is necessary to terminate occupants and owners right of possession, Unit Owner shall be liable for all of association's attorneys' fees and costs.

Leases

The Association and Management Company are not party to the lease and have no responsibility or liability for breach or failure on part of the owner or tenant.

Under no circumstances is The Association considered to assume the role of the landlord even if The Association shall have acquired legal possession of a Unit pursuant to court order.

All residents shall be registered with Management.

All leases shall be for an initial term of not less than one year and not more than two years. Renewals of leases may not exceed one year.

All lease agreements governing the lease of any Unit shall be a standard condominium lease agreement.

All renters are required to carry renters insurance within 30 days of signing a lease. Proof of renters insurance shall be submitted to Management for each year of active lease.

Notification of all lease renewals shall be provided to Management at least thirty (30) days prior to the new term.

Units may not be leased by corporate rental services or for hotel or transient purposes. No portion of a Unit that is less than an entire Unit may be leased.

No lease may be entered into by a prior lessee of this building who had been either previously evicted or subject to eviction proceedings.

XI. Moving In / Out

All move-in / move-out requirements and fees are the responsibility of the unit owner. Fees will be set by the Board on an annual basis. A deposit may be required.

All Moves shall be scheduled at least 5 business days in advance and acknowledged by Management in writing.

Use of the service elevator will be scheduled by Management once the moving date is acknowledged. Elevator use will not be granted for a move until all current and outstanding assessments pertaining to the Unit are paid in full.

Large furniture that does not fit in the elevator can only be carried on top of the elevator car. Separate arrangements can be made with Otis to provide this service at a fee determined by Otis.

Moves shall take place Monday through Saturday, 9:00am to 5:00pm.

Owners are responsible for any and all damages to common areas caused during a move.

Entrance doors shall not be left open and unattended.

All moves shall take place through the loading dock. It may be necessary to move your vehicle to prevent blocking parkers.

If dollies are used, they shall have rubber wheels to prevent any damage to floors.

There will be a pre-move and post-move inspection to verify that no damage was done in the move process. Any damage incurred will be assessed to the Unit Owner.

Owners are responsible for the activities of their tenants, and fines for unscheduled moves by tenants will be the responsibility of the Unit owner.

XII. Violations, Enforcement, and Hearing Policies

In the event of a violation of the Declaration, By-Laws, and/or Rules and Regulations of the Association, the Board may levy fines and/or pursue any and all legal remedies to compel enforcement. The Unit owner shall be liable for all costs incurred by the Association for the enforcement of these rules, including but not limited to counsel fees, court costs, and any other incidental expenses.

The Association does not collect fines from nor otherwise directly deal with tenants. Unit owners are responsible for the actions of their tenants and any fines arising from their violations. Lack of knowledge of the building's rules and regulations does not constitute grounds for fine dismissal.

Any person having knowledge concerning a violation may inform Management in writing. The complaint shall be signed and dated, contain the name and unit number of the complaining witness, a description of the violation (including date, location and approximate time), and any other details relevant to the alleged violation.

If Management determines a violation has occurred, a letter will be sent to the owner of the unit in which the alleged violator resides, with notice of the violation, reference to the applicable portions of the Declaration, By-laws and/or Rules, and a hearing date for the unit owner to appear before the Board. No later than 24 hours before the scheduled hearing, the unit owner may—in writing—request a one-time continuance to a later date and/or assign a designated representative to appear before the Board. Hearings on rule violations will not be open to the public. The hearing will be conducted by the Board or designated committee.

The Board shall have the authority to continue the hearing one time, either at the request of the Owner or upon the Board's own motion, and shall notify the Owner at least one day in advance of its determination to continue the hearing.

Arguments and evidence regarding the alleged violation will be considered. If an attorney appears on behalf of a unit owner without prior notification to the Board, the Board may continue the hearing until the Association's attorney has been consulted or is present.

If the Board determines a violation has occurred, the Board shall assess a reasonable fine. The Board reserves the right to deviate from any established fine schedule as necessary. Penalties for rule violations can include, but are not limited to: fines, repair or replacement costs, charges to reimburse Association for expenses, removal or abatement of the violation, and eviction.

For violations deemed to be correctable by the Board, the Owner shall be given thirty (30) days to correct the problem. Generally, an offense is considered to be "repeated" if it occurs within 6 months of the most recent instance, but this will be at the discretion of the Board.

If the alleged violation is such that serious or irreparable harm may occur due to delay, the Board may elect to forward the matter to the Association's attorney for appropriate action or to change the hearing date.

XIII. Fees and Fines

All fees and fines are subject to change. All payments for fees and fines should be submitted to Management and never to a Board member.

Type of Violation	First Offense	Second Offense	Repeated Offense
Offenses not impacting property or owners	Warning	\$100	\$100 additional ²
Offenses impacting property or other owners	Warning	\$250	\$250 additional ²
Offenses affecting public health or safety ³	\$250	\$500	\$250 additional ²
Repeated or gross disregard of rules or property, including vandalism ³	Not to exceed \$1,500	Determined by Board on a case-by-case basis	
Balcony Misconduct	Warning	\$100	\$100 additional ²
Balcony Misconduct w/public safety concern ³	\$500	\$750	\$750 additional ²
Unregistered pets, per pet ¹	Warning	\$250	
Unvaccinated pets, per pet ¹	Warning	\$250	
Unscheduled Moves	\$250	\$500	\$500 additional ²
Failure to comply with construction rules	Warning	\$100	\$100 additional ²
Garage—reckless driving	Warning	\$250	\$250 additional ²
Garage—general	Warning	\$100	\$100 additional ²
Failure to submit or keep current required insurance (auto/pet/homeowners) as relevant	\$250 per instance		
Failure to submit lease	\$500 per lease and occurrence		
Denial of entry for announced Kritzer service	\$250 per occurrence		

Fee Schedule, 2013	
Non-payment or late payment of assessments or monies owed	\$75
Annual bicycle registration	\$25
Hospitality Room use	\$50/hr, 4 hour minimum
Move In/Out (one-time fee, paid at move-in)	\$300

¹ Multiple pet violations may result in eviction of the pet from the building

² Additional charges are added to the most recent relevant fine

³ Actions with public safety concerns may be referred to the authorities for prosecution

DISCLAIMER The Board of Directors, the Condominium Association, its Managing Agent, and the building personnel assume no responsibility to Owners, tenants or visitors for personal loss or injury. Each Unit owner is responsible for maintaining his or her Unit in a condition so that there is no violation of insurance requirements, Chicago building codes, fire prevention codes and the state of Illinois regulations. These Rules and Regulations will be reviewed and revised periodically as necessary.