

Campus Edge Unitowners, Inc
% Cape Fear Management, LLC
5458 Eastwind Road
Wilmington, NC 28403
(910) 395-6001 Office (910) 395-6835 Fax

Declaration, By-laws, and Rules and Regulations Enforcement Policy

The governing documents of Campus Edge Condominiums are not meant as an inconvenience or invasion of freedom, but as a means of maintaining quiet enjoyment for residence and to enhance property values. Fines are imposed for non-compliance with the Declaration, By-Laws and the Rules and Regulations.

1. When a violation occurs a notice will be mailed via Postal Service to the owner noting the violation and requesting compliance by a reasonable specified date to avoid any penalties.
2. After the allotted time elapses, if the violation has been corrected, the matter will be closed. A remaining violation will result in further action.
3. The Board of Directors has the right to extend the grace period based on individual circumstances or issue subsequent notices to better define the violation if necessary.
4. The homeowner may request a hearing with the Board of Directors. Notice of date and time will be sent to homeowner no less than 10 days prior to hearing. This notice will be sent by certified mail.
5. The hearing will be held as scheduled with or without homeowner. The Board of Directors will determine the 1) validity of the violation, 2) if valid, the nature of required action by fines and contractor cost to correct the violation if applicable. The finding of the Board of Directors at this hearing is final. Additional appeals will not be considered.
6. If no request for a hearing is made and any violation or non-compliance remains thereafter, there will be a fine assessed upon the homeowner. 1st offense will result in \$25.00 fine. 2nd offense will result in a \$50 fine. 3rd offense will result in a \$75 fine. 4th offense will result in a \$100 fine. Should an offense exceed a 4th offense, each additional notice will incur a \$100 fine to the homeowner's account.
7. If fines on any unit, accumulate to \$500 or more, the Board of Directors will initiate a Small Claims Court Action. The homeowner will then be responsible for costs associated with fine assessment and collection by an attorney, if necessary including, but not limited to any administrative fees and court costs. These funds will be placed in the general operating account of the association.

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LEASE ADDENDUM

This lease addendum is required for all Leases between the Owner/Property Manager and Tenant or other non-owner occupant of a Unit at Campus Edge Condominiums. The Owner/Property Manager must lease the entire Unit and subleasing is prohibited. The Lease Addendum shall be provided to the Association by the Owner/Property Manager or Tenant within ten days from the start of any rental of a Unit accompanied by photo identification for each Tenant and/or Occupant.

OWNER/PROPERTY MANAGER INFORMATION

Name of Owner and/or Property Manager:

Address of Unit

Mailing address of Owner and/or Property Manager

Telephone Number of Owner and/or Property Manager

Email address of Owner and/or Property Manager

Lease Start date

Lease Expiration Date

By signing below, Owner/Property Manager acknowledges that they have provided Tenant(s) with a copy of the Rules and Regulations of Campus Edge Condominiums, which can be obtained from the Campus Edge Rental Office. Owner/Property Manager acknowledges that Tenant shall comply with the Governing Documents and if Tenant fails to do so, Owner shall, upon written request by the Association, institute proceedings to have the Tenant evicted and/or take any other legal action required. Owner shall be subject to fines for the Tenant's failure to comply with the Governing Documents in accordance with the Declaration, By-law, and Rules and Regulations Enforcement Policy of Campus Edge Unitowners, Inc.

Owner and/or Property Manager

Date

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TENANT INFORMATION

Tenant Name

Tenant Phone Number

Tenant Email Address

Date of birth

Motor Vehicle Make/Model/Year

License Plate No

Emergency Contact Information

Parking sticker: (completed by Campus Edge Office)

Tenant Name

Tenant Phone Number

Tenant Email Address

Date of birth

Motor Vehicle Make/Model/Year

License Plate No

Emergency Contact Information

By my (our)signature below, Tenant(s) affirm that all of the above information is true and correct. Tenant(s) acknowledge receipt of and agree to comply with all provisions of the Rules and Regulations of Campus Edge Condominiums. Tenant(s) understand that any violation thereafter may result in eviction or other legal action and/or fines being imposed against the Owner(s).

Tenant 1

Date

Tenant 2

Date