

# **Property Management Professionals**

## **CLUBSIDE RESERVE CONDOMINIUM ASSOCIATION**

### **PURCHASE APPLICATION**

**MAIL:            or            Drop Off:**

**Clubside Reserve  
c/o PMP  
75 Vineyards Blvd., Third Floor  
Naples, FL 34119  
Ph # 239-353-1992**

**Please submit application at least 30 days prior to settlement date**

### **APPLICATIONS MUST INCLUDE THE FOLLOWING AT SUBMISSION**

- 1. COPY OF SIGNED SALES CONTRACT**
- 2. COMPLETED AND SIGNED PURCHASE APPLICATION**
- 3. \$150 PROCESSING FEE (non-refundable)**
- 4. PET REGISTRATION FORM (if applicable)**

# CLUBSIDE RESERVE AT THE VINEYARDS CONDOMINIUM ASSOCIATION APPLICATION TO PURCHASE A CONDOMINIUM UNIT

TO: The Board of Directors of Clubside Reserve at the Vineyards, a Condominium.

I hereby apply for approval to purchase \_\_\_\_\_ Reserve Circle, Unit # \_\_\_\_\_ at Clubside Reserve and for membership in the Condominium Association.

**NOTE: A copy of the proposed Sales Agreement (contract) must be attached to this registration form. Additionally, a non-refundable application fee of \$150.00 (payable in U.S. Funds) must be included with the completed Application. The check should be payable to: 'Clubside Reserve at the Vineyards Condominium Association, Inc'.**

In order to facilitate consideration of this application, I represent that the following information is factual and correct and agree that any falsification or misrepresentation in this application will justify its disapproval. Additionally, I consent to a background review, reference checks, and to any necessary inquiries concerning this application.

## PLEASE TYPE OR PRINT LEGIBLY THE FOLLOWING INFORMATION

1. Full name of applicant: \_\_\_\_\_  
SSN \_\_\_\_\_ DOB \_\_\_\_\_ Dr.'s License # \_\_\_\_\_  
  
Full name of 2<sup>nd</sup> applicant \_\_\_\_\_  
SSN \_\_\_\_\_ DOB \_\_\_\_\_ Dr.'s License # \_\_\_\_\_
2. Current Home Address \_\_\_\_\_  
City/State/ZIP \_\_\_\_\_  
Home Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_
3. Nature of Business or Profession \_\_\_\_\_  
If retired, former business or profession \_\_\_\_\_  
Company or Firm Name \_\_\_\_\_  
Position Held \_\_\_\_\_  
Business Address \_\_\_\_\_  
Business Phone # \_\_\_\_\_

4. The Association documents of Clubside Reserve at the Vineyards require an obligation of the applicant/proposed owner that all units are to be used as **single family residence only**. Please state the name and relationship of all other persons who will be occupying the unit on a regular basis.

\_\_\_\_\_/\_\_\_\_\_  
\_\_\_\_\_/\_\_\_\_\_  
\_\_\_\_\_/\_\_\_\_\_  
\_\_\_\_\_/\_\_\_\_\_

5. Name of current or most recent landlord \_\_\_\_\_  
City/State/ZIP \_\_\_\_\_  
Phone # \_\_\_\_\_

6. Two personal references

Name \_\_\_\_\_  
City/State/ZIP \_\_\_\_\_  
Phone # \_\_\_\_\_

Name \_\_\_\_\_  
City/State/ZIP \_\_\_\_\_  
Phone # \_\_\_\_\_

7. Two credit references

Name \_\_\_\_\_  
City/State/ZIP \_\_\_\_\_  
Phone # \_\_\_\_\_

Name \_\_\_\_\_  
City/State/ZIP \_\_\_\_\_  
Phone # \_\_\_\_\_

8. Person to be notified in case of an emergency

Name \_\_\_\_\_  
City/State/ZIP \_\_\_\_\_  
Phone # \_\_\_\_\_

9. Do you have any pets? \_\_\_\_\_ Specify type \_\_\_\_\_  
[If yes, please review the pet policy and complete/attach the 'Pet Registration Form']

10. Car information for vehicles kept at Condominium

Make/Model \_\_\_\_\_ Year/Color \_\_\_\_\_  
License # \_\_\_\_\_ State \_\_\_\_\_  
Make/Model \_\_\_\_\_ Year/Color \_\_\_\_\_  
License # \_\_\_\_\_ State \_\_\_\_\_

11. Mailing address for notices (if different than unit address)

Name \_\_\_\_\_  
City/State/ZIP \_\_\_\_\_

12. Please check the one that applies:

- reside here on a full-time basis  
 reside here part time  
 lease the unit **[A separate Lease Application will be required for each leasing period.]**

13. If you plan to lease your unit and are using a Leasing Agency, please provide its contact information:

Leasing Agency \_\_\_\_\_  
Contact Name \_\_\_\_\_  
Phone # \_\_\_\_\_  
Email \_\_\_\_\_

14. I/we will provide the Association with a copy of our recorded deed **within ten (10) days after closing.**

15. I/we am aware of and agree to abide by the Declaration of Condominium for Clubside Reserve at the Vineyards, the Articles of Incorporation, the By-Laws and any and all property promulgated rules and regulations. I/we acknowledge receipt of a copy of these documents from current Owner. \_\_\_\_\_ (Please initial)

16. As a potential owner and, if I/we were to lease my unit, I/we completely understand that I/we am FULLY responsible to inform my tenants of All rules and regulations described in the documents from 15 (above) and that I/we am responsible for their actions while residing at Clubside Reserve. A separate Lease Application would be required. \_\_\_\_\_ (Please initial)

17. I/we agree to assume any unpaid maintenance charges or assessments currently owed for the purchased unit.

18. I/we hereby authorize the Property Management Co. for Clubside Reserve and/or the Clubside Reserve Association to verify all information contained on this Application and to conduct a full background check, including but not limited to credit, employment, income, eviction, and criminal conviction and authorize that they may contact any persons or companies listed on the Application

APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

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The prospective purchaser(s) will be advised by the Association within 20-days from the date of this Application of approval or disapproval.

**APPLICATION APPROVED [ ] DISAPPROVED [ ] DATE \_\_\_\_\_**

BY: \_\_\_\_\_ BY: \_\_\_\_\_  
**Director Director**

BY: \_\_\_\_\_ BY: \_\_\_\_\_  
**Director Director**

[A minimum of three Board Members signatures required.]

**Please identify below any party (e.g., title company, attorney, realtor, etc.)  
requiring receipt of this completed Application**

Name/Attorney and/or Title Company \_\_\_\_\_

Contact \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Email \_\_\_\_\_

Realtor \_\_\_\_\_

Contact Name \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Email \_\_\_\_\_

**NOTE: A copy of the proposed Sales Agreement (contract) with current owner, a Pet Registration Form (if required), and a non-refundable \$150.00 processing fee (in U.S. funds) made payable to Clubside Reserve at the Vineyards Condominium Association, Inc must be attached to this Application.**



# **CLUBSIDE RESERVE CONDOMINIUM RULES AND RESPONSIBILITIES**

**4 Feb 2022**

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## **CLUBSIDE RESERVE CONDOMINIUM RULES AND RESPONSIBILITIES**

### **1.0 Approval of the Clubside Reserve Condominium Rules and Responsibilities**

These revised Rules and Responsibilities of the Clubside Reserve Condominium Association, Inc. shall be in effect from the date of their adoption by the Board of Directors and shall remain in effect until repealed or amended by the Board of Directors. They apply to and are binding upon all owners and occupants of units including family members, guests, and tenants. These rules and responsibilities incorporate by reference, and supplement, any other rules and regulations which may be contained in the following documents as such documents may be amended from time to time:

AMENDED AND RESTATED DECLARATION OF MASTERCOVENANTS  
CONDITIONS, AND RESTRICTIONS FOR THE VINEYARDS OF NAPLES  
("Master Covenants")

AMENDED AND RESTATED DECLARATION OF CONDOMINIUM FOR  
CLUBSIDE RESERVE AT THE VINEYARDS. A CONDOMINIUM  
("Declaration")

AMENDED AND RESTATED BYLAWS OF CLUBSIDE RESERVE AT THE  
VINEYARDS CONDOMINIUM ASSOCIATION, INC. ("Bylaws")

AMENDED AND RESTATED ARTICLES OF INCORPORATION OF  
CLUBSIDE RESERVE AT THE VINEYARDS (Articles)

### **2.0 Enforcement of the Clubside Reserve Condominium Rules and Responsibilities**

It is the hope of Clubside Reserve Board of Directors that each resident will take on the responsibility to understand and abide by the rules and regulations laid out in this document and all our governing documents. Most infractions occur because residents don't know or understand the rules. If you are unsure of how a rule applies, please contact a Board member, appropriate committee member, or our Property Management Company.

If a resident fails to comply, our Property Management Company will work with the Board to inform residents in writing of any infractions and help them understand the violation. It is our collective goal to resolve all issues amicably and early.

If the rule violations continue, a fine or fines may be imposed upon an owner for failure of an owner, his family, guests, invitees, lessees, or employees, to comply. Depending on the situation, the infraction may be grounds for legal action which may include an action to recover sums for damages, an action for injunctive relief, arbitration, or pursuit of mediation. These alternatives are unpleasant and expensive for all involved and will always be a last resort.

## **CLUBSIDE RESERVE CONDOMINIUM RULES AND RESPONSIBILITIES**

### **3.0 – Clubhouse**

Our Clubhouse is available for the use and enjoyment by all unit owners. To ensure that our Clubhouse is used in this manner, the following rules and procedures will be observed.

- The clubhouse is intended to be used only for community functions and events sponsored by Clubside Reserve at the Vineyards Condominium Association, or for private functions sponsored and reserved by the Unit Owner for their friends, guests, and relatives.
- The clubhouse is not to be used for office, commercial, work or school related, or religious functions. The clubhouse is a smoke free building.
- The clubhouse (but not the pool) may be reserved for private functions by Unit Owner but not on major holidays (New Year's Day, Valentine's Day, Easter, Fourth of July, Halloween, Christmas Day, New Year's Eve). Restrooms will always be open to residents via the side doors during private functions.
- The Unit owner sponsoring the event is responsible for any damages or costs associated with returning the clubhouse to its original condition. The \$100.00 refundable deposit is valid upon final inspection after event.
- Contact the Social Committee to rent the Clubhouse.

### **4.0 – Common Elements**

- The walkways, entryways and similar portions of the common elements shall be used only for ingress and egress to and from the condominium property. No carts, bicycles, carriages, or other similar objects shall be stored on them.
- Each Unit Owner's personal property must be stored within the unit or within the garage assigned to the Unit. Storage in the garage may not in any way prevent parking in the garage.
- Except for signs used or approved by the Board of Directors, no signs, advertisements, notices, or lettering may be exhibited, or displayed, inscribed, painted, or affixed in, or upon any part of the common elements or any part of a unit so as to be visible outside the unit. Additionally, no awning, canopy, shutter, wall or window air-conditioning unit or other items shall be attached to, hung, displayed, or placed upon the outside walls, doors, lanais, windows, roof, or other portions of the building or on the common elements.
- No articles shall be placed on the lanais except suitable furniture, plants, planters, and wall decorations.
- No flammable, combustible or explosive fluids or dangerous chemicals may be kept in any unit or on the common elements, except such as are normally used for household purposes.
- All grills/fire pits are prohibited for use on any lanai or in garage. Grill use and storage for multi-family residences are regulated by the North Naples Fire Control and Rescue District.
- Electric, charcoal and propane grills with a tank not exceeding 16.0 oz or 0.45kg of LP gas may be used on the driveway 10 feet from any structure. Up to two (2) 16.0 oz or 0.45kg of LP gas propane tanks may be stored in the garage.
- Curtains, drapes, and other window coverings (including their linings) which face the exterior windows or glass doors of units shall be white or off-white in color.

## **CLUBSIDE RESERVE CONDOMINIUM RULES AND RESPONSIBILITIES**

### **4.0 – Continued**

- No aluminum foil may be placed in any window or glass door of a unit and no reflective substance may be placed on any glass in a unit. Safety and security window film is allowed with board approval.
- No exterior antennae shall be permitted on the condominium property.

### **5.0 - Family Member Use of a Unit When Owner is Not in Residence**

- If the owner or his family who permanently reside with him are absent from the unit and are not occupying it, and the unit has not been leased, the owner may permit his unit to be occupied in accordance with the following.
- Anyone (1) person, who is the parent, stepparent, sibling, step sibling, child, or stepchild of the unit owner or of the unit owner's spouse, if any, may occupy the unit in the absence of the unit owner for a period not to exceed thirty (30) days. That person's spouse and children, if any, may accompany him or her. The total number of occasions for occupancy by all guests combined under this paragraph shall be limited to with a maximum four (4) in any one (1) calendar year. Aggregate total of sixty (60) days.
- A unit owner intending to allow occupancy shall give notice to the board in writing prior to such occupancy. Such notice shall include names and relationship of all proposed occupants and dates unit is to be occupied.
- The total number of occupants of a unit is limited to two (2) persons per bedroom. Each unit shall be occupied by only one (1) family at any time, as a residence and for no other purpose.
- No business or commercial activity shall be conducted in or from within any unit, including, but not limited to visitation of the home by clients, customers, suppliers or other business invitees or door to door solicitation of residents. The use of a unit as a public lodging establishment shall be deemed a business or commercial use. The restriction shall not be construed to prohibit any owner from maintaining a personal or professional library, from keeping his personal, business, or professional records in his unit, or from handling his personal, business, or professional telephone calls or written correspondence in and from his unit. Such uses are expressly declared customarily incident to residential use.
- The unit owner is responsible for providing the family member occupying the unit with a copy of this Unit Owner's Rules and Responsibilities and ensuring their adherence.

## **CLUBSIDE RESERVE CONDOMINIUM RULES AND RESPONSIBILITIES**

### **6.0 – Leasing or Sale of a Unit**

- Leasing a Unit – Any unit owner intending to lease a unit shall notify the Board of Directors, in accordance with procedure as stated in Section 13 of the Declaration of Condominium for Clubside Reserve at the Vineyards, a Condominium, of any contract for lease.
- All leases of units must be in writing. A unit owner may lease only his entire unit, and then only in accordance with Section 13 of the Declaration of Condominium, and after receiving the approval of the board. The lessee must be a natural person.
- An owner intending to lease his unit shall give to the Board of Directors written notice of such intention at least twenty **(20)** days prior to the first day of occupancy under the lease together with the name and address the proposed lessee, and all other prospective occupants under the lease, a fully executed copy of the proposed lease, and such other information as the board may reasonably require. The board may require a personal interview with any lessee and his or her spouse, if any, as a precondition to approval.
- The form “CLUBSIDE RESERVE AT THE VINEYARDS CONDOMINIUM ASSOCIATION, INC. APPLICATION FOR APPROVAL TO PURCHASE OR LEASE A CONDOMINIUM UNIT” must be submitted to the Property Manager (PMP) along with a check for \$100.00.
- No unit may be leased more often than one (1) time in any calendar year, with the minimum lease term being ninety (90) days. The maximum lease is 9 months. The first day of occupancy under the lease shall determine in which year the lease occurs.

## **CLUBSIDE RESERVE CONDOMINIUM RULES AND RESPONSIBILITIES**

### **7.0 – Modifications, Changes, Alterations Made Within a Unit or Common Area**

- **A Request for Interior, Exterior Architectural, and/or Landscape Modification Form** must be filled out by the unit owner and approved by the Board of Directors before any work is started. In addition, a second form that acknowledges the unit owner's responsibility must also be filled out. These forms are available on the Clubside Reserve Website, Documents & Forms Section. Whenever the term "Board Approval" is used, it means that 3 Board Members must sign and approve the request.
- **Exterior Modifications Walls, Windows, & Roof** – Unit owners and tenants shall not cause nor allow anything to be affixed or attached to, hung or displayed or placed on the exterior walls, windows, or roofs of the buildings without the prior, written, consent of the Association. This includes, but is not limited to wreaths, signs, awnings, antennas, and satellite dishes.
- **Exceptions:** (a) **Covered Entries:** Unit owners, and tenants are permitted to display personal decorations on the exterior wall in their covered, slab entry. Acceptable decorations include: flower sprays, holiday wreaths, plaques, etc. Unit owners are responsible for maintenance and repairing any damage to the building surface caused by such display.
- **Holiday Decorations:** During the year-end holidays, unit owners, and tenants are permitted to display holiday decorations, such as wreaths, on the face of their building. However, such decorations must be mounted in such a way as to not require any nails, bolts, screws, glue, or adhesives, or any other permanent means. Unit owners are responsible for maintenance and repairing any damage to the building surface caused by such display. Unit owners and tenants shall remove such displays, in a timely manner, following the holiday season.
- **Flags:** Any unit owner may display one portable, removable United States Flag in a respectful way and, on Armed Forces Day, Memorial Day, Flag Day, Independence Day, and Veterans Day, may display in a respectful way portable, removable official flags, not larger than 3 feet by 5 feet, that represent the United States Army, Navy, Air Force, Marine Corp, or Coast Guard, regardless of any declaration rules or requirements dealing with flags or decorations.
- **Religious Objects:** Under F.S. 718.113(6) "Associations may not refuse the request of a unit owner for reasonable accommodation for the attachment on the mantel or frame of the door of the unit owner of a religious object not to exceed 3 inches wide, 6 inches high, and 1.5 inches deep.
- **Front Entries:** Front Doors and/or Screen Doors- Unit owners shall not install or replace their front entry doors without the prior, written, consent of the Association. The Building Committee or Property Manager shall maintain specifications for such doors.
- **Objects on front entry doors** are permitted. Acceptable decorative objects include flower sprays, holiday wreaths, plaques, etc. Unit owners are responsible for maintenance and repairing any damage to the door's surface caused by such display. Electric, neon, or any other type of sign, is not permitted.

## CLUBSIDE RESERVE CONDOMINIUM RULES AND RESPONSIBILITIES

### 7.0 – Continued

- Container Gardening & Plants: Unit owners are permitted to place no more than three live (no artificial) plants or flowers in clay or ceramic containers (no plastic) on, or near, their driveways and sidewalks. Unit owners are permitted to place additional plants or flowers on, or near, their front entry slabs. Container plants shall be live and properly maintained, shall not interfere with the landscaping or landscaper, shall not interfere with the neighbors in any way, shall not block entry, shall be removed immediately when hurricane or severe storm warnings are issued and shall not create a hazard, as determined by the Association.
- Front Entry Slabs – Paint or Tile: Unit owners are permitted to paint or install ceramic or porcelain tile on their covered, front entry, slabs. Prior, written, consent of the Association must be obtained. Paint should be of a high-quality and be specifically manufactured for concrete applications. To the extent possible, the color must match the trim or main color of the building. Tile and paint must be non-skid. The Building Committee or Property Manager shall maintain specifications for such modifications. The Board and/or Building Committee shall have the final say on the color and/or type of paint or tile. The board strongly recommends that these modifications be left to professional painters and tile setters. DIYs and handymen are not considered professionals.
- Exterior Light Fixtures: Unit owners shall not install any light fixtures in the covered slab entry ceiling, or on the walls, without the prior, written, consent of the Association. The Building Committee or Property Manager shall maintain specifications for such modifications.
- Furniture: Unit owners and tenants are permitted to place no more than two, small, pieces of outdoor furniture on their covered, front entry, slabs.
- Outdoor Furniture shall be properly cleaned and maintained, shall not interfere with the landscaping or landscaper, shall not interfere with the neighbors in any way, shall not block entry, shall be removed immediately when hurricane or severe storm warnings are issued and shall not create any hazardous conditions, as determined by the Association.
- Sidewalks and Driveways: Painting: Unit owners shall not paint or otherwise alter these common elements.
- Painting: Unit owners shall not paint or otherwise alter the common elements.
- Lanais and Hurricane Shutters: Unit owners shall not install hurricane shutters without the prior, written, consent of the Association. Such shutters cannot be installed on the outside of the building. The Building Committee or Property Manager shall maintain specifications for hurricane shutters.
- Glass Enclosures: Unit owners shall not enclose their lanai without the prior, written, consent of the Association.
- Board Approval Not Required: Changes that do not require prior approval include replacing appliances, sinks, toilets, cabinets, or carpet. If a unit owner has a question about whether an approval form is required, they should call the chairperson of the Building Committee. Always ask your vendor if a Collier County permit is required. Remember, the unit owner always has the final responsibility to find out if Board approval is required or if a Collier County permit is required and for securing any permits require

## **CLUBSIDE RESERVE CONDOMINIUM RULES AND RESPONSIBILITIES**

### **7.0 –Continued**

- **Use of Licensed and Insured Contractors:** Whenever a unit owner contracts for the maintenance, repair, replacement, alteration, addition, or improvement of any portion of the unit or common elements, such owner shall be deemed to have warranted to the Association and its members that his contractor(s) is/are properly licensed and fully insured, and that the owner will be financially responsible for any resulting damage to persons or property not paid by the contractor.
- **Collier County Permits Required:** This document includes information on the most common Collier County permitting requirements. Unit owners must understand that this list of the most common Collier County permitting requirements may not be complete. Each unit owner is responsible for determining if any work they do within their unit requires a building permit and is also responsible for securing any permits required. Collier County will approve the work and inspect the finished product.
- **Air Conditioner** – The replacement of an air conditioner requires a Collier County permit. Only a licensed A/C vendor can get this permit. The county building inspector will inspect the work when finished.
- **Electrical** – Collier County requires that an express or fast track permit be issued whenever electrical wire is moved or added new. For example, if a unit owner is moving existing electrical wiring to a different location or adding a new electrical outlet, a permit is required. A permit is not required when you replace existing electrical outlets in the same location. Only a licensed electrician can obtain this permit. The county building inspector will inspect the work when finished.
- **Plumbing** – Collier County requires that an express or fast track permit be issued whenever any water pipe is moved or added new. For example, if a unit owner is moving or rearranging any water pipes within their unit or adding new water pipes, including water heaters, a plumbing permit is required. Only a licensed plumber can obtain this permit. A permit is not required when you replace an appliance, such as a sink, refrigerator or any other appliance that uses water.
- **Collier County Web Sites:** Colliercountyfl.gov Residents can verify if vendor or contractor is licensed by the county. Unit owners should always ask to see a copy of the Collier County License and the certificate of insurance. All reputable vendors and contractors will provide you with a copy. The same website can also be used by residents to verify if a particular address has any permits assigned to that address. Any questions about the information in this section, should be referred to the Chairman of the Building Committee or a member of the Building Committee.

## **CLUBSIDE RESERVE CONDOMINIUM RULES AND RESPONSIBILITIES**

### **8.00 - Garage Doors**

- All garage doors shall remain closed when not in use for ingress and egress to the garage unless unit occupant is present in the garage. The purpose of this regulation is to ensure that the general view of the community is consistent and attractive, to provide security to individual unit owners and to protect their privacy and to protect unit owners from bird and animal intrusion.

### **9.00 - Parking & Driving**

- No motor vehicle shall be parked anywhere on any part of the condominium property other than paved areas intended for use as parking spaces. No vehicle shall be parked in such a manner as to impede or prevent access to any other unit owner's garage or other parking space.
- Garages shall be used by the unit owners or tenant, their guests and invitees and shall primarily be used to park only conventional private passenger automobiles and conventional passenger vans.
- No panel vans are permitted.
- Unit Owner with a two (2) car garage may keep a total of three (3) vehicles on the condominium property with two (2) vehicles parked or stored within their garage and one vehicle parked on the driveway outside of the garage. Unit owners with a one (1) car garage may keep a total of two (2) vehicles on the condominium property with one (1) vehicle parked or stored within their garage and one (1) vehicle parked on the driveway outside of the garage. All vehicles must first be parked inside the garage to the maximum capacity of that garage as originally constructed before parking on the driveway.
- The speed limit on Reserve Circle is 15 MPH.



## **CLUBSIDE RESERVE CONDOMINIUM RULES AND RESPONSIBILITIES**

### **10.00 – PETS**

- The owner of each Unit may keep up to two (2) small pets of a normal domesticated household type (such as a cat, dog or two caged birds) whose combined weight does not exceed thirty (30) pounds in a unit. Dogs and cats must be carried under the owner's arm or be leashed at all times while on the condominium property outside of the unit.
- Unit owners or occupants of a unit may maintain one (1) fish tank not to exceed fifty-five (55) gallons. In no event shall household pets be kept, bred, or maintained for any commercial purpose.
- No dog or cat shall be left unattended leashed outside, in the garage or on the lanai. All pets must have proper licenses and medical immunizations as required by applicable statutes, law, or ordinance. All pets must be registered with the Association in accordance with the procedures and forms set forth by the Board of Directors.
- Unit owners must pick up all solid waste of their pets and dispose of such waste appropriately. Pets may not disturb the rights, comfort, or conveniences of other residents. Pets may not become a nuisance or annoyance to neighbors, whether the pet is inside or outside of its owner's unit. An owner shall immediately and permanently remove a pet from condominium property, if so, directed by the Board of Directors, who in the exercise of their reasonable discretion has determined that the pet has disturbed the rights, comforts, or conveniences of residents of the condominium.
- Renters cannot have any pets. Pets are not permitted in or at the clubhouse, pool, or spa area.

## **CLUBSIDE RESERVE CONDOMINIUM RULES AND RESPONSIBILITIES**

### **11.00 – POOL & SPA**

- No lifeguard is on duty. Clubside Reserve pool permit states pool hours are dawn to dusk, no night swimming. All unit owners, residents and guests use the pool and spa at their own risk. Diving is prohibited.
- All incontinent persons regardless of age are not allowed in the pool or spa. No one who has an open sore or contagious skin disease may enter the pool or spa.
- Persons with heart trouble, circulatory problems or other physiological conditions should consult their personal physicians before using the spa.
- Persons under twelve (12) years of age must always have adult supervision. Children under twelve (12) years of age are permitted in the spa only with adult supervision.
- No pets are permitted in the pool and spa area.
- No glassware shall be brought into the pool and spa area. Grills may be used in the designated pool and spa area. All refuse must be placed in the provided garbage cans before leaving the pool and spa area.
- Pool area occupants must be properly covered at all times. Nudity and "topless" conditions are prohibited.
- Cell phone usage in the pool and spa area is prohibited, calls can be taken in the Clubhouse or outside the pool gates. Audio equipment usage requires headphones.
- Use of any type of roller skates, skateboards or roller blades are prohibited in the pool and spa area.
- The swimming pool area and deck within the fencing is a designated NO SMOKING area.
- When leaving the pool and spa area, all persons must dry off before entering the clubhouse. Umbrellas must be closed, all furniture restored to its original location, any flotation devices borrowed from pool closet must be returned before leaving the pool and spa area.
- The pool may not be reserved by groups or individuals for private functions but may be reserved for Clubside Reserve social functions.

## CLUBSIDE RESERVE CONDOMINIUM RULES AND RESPONSIBILITIES

### 12.00- Policy for Payment and Assessments and Late Fees

- **Regular Assessments** The documents of the condominium are clear as to the dates regular quarterly assessments are due. They are due, in advance, on the first day of January, April, July and October of each year.
- **Bylaws section 6.5 Assessments states** – “Regular annual assessments based on the adopted budget shall be paid in quarterly installments, in advance, due on the first day of January, April, July and October of each year. The quarterly installments shall be equal in size, except that if an annual budget has not been adopted at the time the first quarterly installment for a fiscal year is due, it shall be presumed that the amount of such installment is the same as the last quarterly payment, and payments shall be continued at such rate until a budget is adopted and new quarterly installments are calculated, at which time an appropriate adjustment shall be added to or subtracted from each unit's next due quarterly installment.”
- Although all payments are technically late after the 1st day of the month, Clubside will accept, and credit as received on time all payments received and cleared by the **10th** of the month. All payments received after the close of business on the **10th** day of the month are late and will be subject to a late fee (see section 10.6 of the Declaration of the Condominium). No payment by check is deemed received until the check has cleared. The late fee is \$20 for each quarter the payment or late fee is late.
- **Late Payments and the Resulting Actions:** Late payments will not be waived or forgiven. Once they are correctly applied, they are due in full. Late fees are subject to the same payment process as regular assessments.
- Based on the bylaws, Section 6.5 and Florida Statutes, outlined below is the schedule of action authorized by the Clubside Board of Directors:

<b>ACTION</b>	<b>1<sup>st</sup> Qtr.</b>	<b>2<sup>nd</sup> Qtr.</b>	<b>3<sup>rd</sup> Qtr.</b>	<b>4<sup>th</sup> Qtr.</b>	
Due Date	01/01/20XX	04/01/20XX	07/01/20XX	10/01/20XX	
Late Payment Date	01/10/20XX	04/10/20XX	07/10/20XX	10/10/20XX	
1 <sup>st</sup> Late Letter	01/10/20XX	04/10/20XX	07/10/20XX	10/10/20XX	
2 <sup>nd</sup> Late Letter	02/11/20XX	05/11/20XX	08/11/20XX	11/11/20XX	
Attorney Letter	02/22/20XX	05/22/20XX	08/22/20XX	11/22/20XX	
Claim of Lien Begins	04/09/20XX	07/07/20XX	10/07/20XX	01/07/20XX	

**Special Note: 20XX includes all years from 2000 through 2099**

## CLUBSIDE RESERVE CONDOMINIUM RULES AND RESPONSIBILITIES

### 12.00- Continued

- **1st Late Letter** – Statutory Notice of Late Assessments - Demands immediate payment or referred to the Attorney.
- **2nd Late Letter** - Demands payment within 10 days or will be referred for an Attorney Letter which demands payment within 45 days, or a Claim of Lien will be filed.
- **The Acceleration of all Remaining Payments:** The acceleration of all remaining payments for that year is permitted when a Claim of Lien is recorded. Refer to Section 10.7 of the Declaration of the Condominium. "10.7 Acceleration - If any special assessment or installment of a regular assessment as to a unit is unpaid thirty (45) days after the due date, and a Claim of Lien is recorded, the Association shall have the right to accelerate the due date of the entire unpaid balance of the unit's assessments for that fiscal year. The due date for all accelerated amounts shall be the date the Claim of Lien was recorded in the public records. The Association's Claim of Lien shall secure payment of the entire accelerated obligation, together with interest on the entire balance, attorneys' fees and costs as provided by law; and said Claim of Lien shall not be satisfied or released until all sums secured by it have been paid. The right to accelerate shall be exercised by sending to the delinquent owner a notice of the exercise, which notice shall be sent by certified or registered mail to the owner's last known address and shall be deemed given upon mailing of the notice, postpaid. The notice may be given as part of the notice of intent to foreclose, as required by Section 718.116 of the Condominium Act, or may be sent separately."
- Based on the Declaration of the Condominium, section 10.7, outlined below is the schedule of action authorized by the Clubside Reserve Board of Directors.

ACTION	1 <sup>ST</sup> QTR.	2 <sup>ND</sup> QTR	3 <sup>RD</sup> QTR	4 <sup>TH</sup> QTR
Payment Acceleration Process Begun By Attorney	On the date The Claim of Lien is recorded	On the date The Claim of Lien is recorded	On the date The Claim of Lien is recorded	On the date The Claim of Lien is recorded

- **Special Assessments** - If the Clubside Board of Directors approves a special assessment, the payment process is the same as for regular assessments. The board will establish a due date for payment and the following actions will take place:
  - 1st Late Letter mailed 10 days after due date
  - 2<sup>nd</sup> Late Letter mailed 41 days after due date
  - Attorney Letter mailed 52 days after due date
- Claim of Lien Process begins 98 days after due date. If Applicable, the Payment Acceleration process begins on the date the Claim of lien is recorded in the public records.

## **FREQUENTLY ASKED QUESTIONS AND ANSWERS SHEET**

Clubside Reserve at the Vineyards Condominium Association, Inc. As of: January 1, 2024

**Q: What are my voting rights in the condominium association?**

A: Members of the association are entitled to one (1) vote for each unit owned. The total number of votes shall equal the total number of units. **See the Association By-Laws for further detail.**

**Q: What restrictions exist in the condominium documents on my right to use my unit?**

A: There are detailed restrictions in both the Declaration of Condominium and in the Rules and Regulations concerning occupancy, no business/commercial activity, guests, minors, pets, nuisances/noise, signs, commercial vehicles, requirements when owner is not present, leasing your unit, assessment requirements, insurance requirements, changes to your unit, your impact on and the use of the common and limited common elements of the association, required maintenance, use of the clubhouse and pool area, vehicle types and parking, among others. **Please refer to the Declaration of Condominium and the current Rules and Regulations for details.**

**Q: What restrictions exist in the condominium documents on the leasing of my unit?**

A: There are detailed restrictions and procedures in the Declaration of Condominium and Rules and Regulations on leasing. In general, owners are free to lease their entire unit only no more than one (1) time in a calendar year with a minimum lease term being 90 days with Board approval. The owner relinquishes his rights to use the common areas, in particular, the clubhouse, parking and the pool, to the lessee. **Detail of these and other restrictions and procedures are in the Declaration of Condominium and the current Rules and Regulations.**

**Q: How much are my assessments to the condominium association for my unit type and when are they due?**

A: It is paid quarterly, rounded to \$2,101.00 per quarter in advance, due on January 1, April 1, July 1 and October 1.

**Q: Do I have to be a member in any other association? If so, what is the name of the association and what are my voting rights in this association? Also, how much are my assessments?**

A: Yes. The Vineyards Community Association, Inc., is the master association for whole Vineyards property. You have one (1) vote per unit owned. The \$475.00 quarterly assessment is included in your condominium assessment noted above.

**Q: Am I required to pay rent or land use fees for recreational or other commonly used facilities? If so, how much am I obligated to pay annually?**

A: There are no separate fees other than the quarterly assessment noted above.

**Q: Is the condominium association or other mandatory membership association involved in any court cases in which it may face liability in excess of \$100,000? If so, identify each such case.**

A: No.

**Note: THE STATEMENTS CONTAINED HEREIN ARE ONLY SUMMARY IN NATURE. A PROSPECTIVE PURCHASER SHOULD REFER TO ALL REFERENCES, EXHIBITS HERETO, THE SALES CONTRACT, AND THE CONDOMINIUM DOCUMENTS.**

**Clubside Reserve Condominium Assoc., Inc.**

# of Units: **84**

**Board of Director's 2024 Approved Budget**

**For the Period of January 1, 2024 through December 31, 2024**

Income	GL. Code	2023	Actuals	Estimated	2024
		Approved Budget	8/31/2023	Year End	Approved Budget
Operating Maintenance Assessments	4145	402,397	268,128	402,397	459,458
Reserve Assessments	4150	86,625	65,016	86,625	86,625
VCA Master Association Fees	4151	55,301	36,960	55,301	57,945
Bulk Communication Fees, Summit	4155	98,451	65,632	98,451	101,748
Late Fees/Interest	4200	-	196		
Interest Income Operating Accounts	4240	-	4		
Interest Income Reserve Accounts	4250	-	7,849	7,848	45,000
Miscellaneous Income	4295	-	214		
Prior Years' Surplus/(Deficit)	4499	-			
<b>Total Income</b>		<b>642,774</b>	<b>443,998</b>	<b>650,622</b>	<b>750,775</b>
<b>Administrative Expenses</b>					
Contingency	6020	2,500	-	-	2,500
Reserve Study Updates		900	450	900	1,200
Community Activities	6021	1,000	837	1,000	2,200
Corporate Filing Fee	6025	61	61	61	61
Fees to Division	6028	336	336	336	336
Management/Bookkeeping (PMP)	6040	18,444	12,296	18,444	18,997
CPA/Accounting/Tax Return	6045	6,000	-	(2,164)	2,500
Appraisal-Insurance	6046	615	615	615	615
Office Expense/Postage	6050	3,090	7,745	10,500	4,000
Legal	6056	3,500	3,561	4,500	4,500
Income Taxes	6069	-	-	-	-
Permits/Licenses	6070	1,000	875	875	1,000
<b>Sub-Total Administration Fees</b>		<b>37,446</b>	<b>26,775</b>	<b>35,067</b>	<b>37,909</b>
<b>Utilities</b>					
Electric	6100	22,175	17,035	25,553	26,191
Irrigation Water	6105	5,800	5,116	7,000	7,000
Trash removal (Clubhouse)	6110	225	-	-	45
Water/Sewer	6120	45,218	29,433	44,149	45,916
<b>Sub-Total Utilities</b>		<b>73,418</b>	<b>51,584</b>	<b>76,702</b>	<b>79,152</b>
<b>Grounds</b>					
Lake Fountain Maintenance	6130	-	5,660	1,280	1,318
Lake Fountain Equipment & Repairs	6135	2,000	2,690	3,555	3,000
Lake Plants Maintenance	6137	600	-	-	600
Lake Maintenance Fees VCA	6140	1,934	1,450	1,934	1,934
Irrigation Repairs / Maintenance	6141	5,000	1,994	4,000	5,000
Landscape Drainage	6145		-	-	-
Landscape Contract	6160	70,667	47,112	70,667	72,787
Sod/Plantings/Other	6162	8,000	-	6,000	8,000
Mulch/Stone	6163	6,000	350	7,500	7,000
Trees/Trimming- new installs	6165	8,500	18,751	23,103	12,000
Gate Maintenance & Repairs	6169	3,000	1,824	2,736	3,000
<b>Sub-Total Grounds</b>		<b>105,701</b>	<b>79,831</b>	<b>120,775</b>	<b>114,639</b>

<b>Buildings</b>					
Pool / Spa Maintenance Contract	6170	9,768	6,512	9,768	10,248
Pool/Spa Repairs	6171	6,000	3,841	3,482	5,000
Pool Repairs/Supplies	6172		110	110	
Building Gutter Cleaning	6187	2,500	-	2,500	2,500
Holiday Decorations	6189	3,250	3,026	3,026	3,250
Building Repair/Maintenance, Dryer Vents	6190	20,900	13,391	20,087	21,500
Clubhouse-HVACs-Maintenance & Repair	6191	400	302	302	400
Supplies	6192	1,500	174	261	1,000
Power Washing Walkways, gutter	6193		35	-	-
Janitorial Service	6194	9,840	5,860	9,840	10,140
Vacuuming Out Shared A/C Drains	6195	4,788	-	4,000	4,788
Algaecide Roof Treatment--moved to Res.		-	-	-	-
Pressure Washing, Street Gutters, Pavers	6196	8,100	-	8,000	8,100
Emergency Systems/Fire	6210	1,200	2,173	2,173	2,000
Pest Control Contract	6230	9,060	5,645	9,060	9,332
Pest Control For Items Outside of Contract	6231	500	-	500	500
<b>Sub-Total Buildings</b>		<b>77,806</b>	<b>41,070</b>	<b>73,109</b>	<b>78,758</b>

<b>Storm Damages, Ins Claim Expenses</b>					
Roof Claim and Roof Repair Expenses	6235		-		
<b>Sub-Total Roof Claim &amp; Repair Exp.</b>			-		
<b>Master Association Fees</b>					
Master Association Fees (VCA)	6300	55,301	36,868	55,301	57,945
Bulk Communication Fees	6303	98,451	65,634	98,451	101,748
<b>Sub-Total Master Association Fees.</b>		<b>153,752</b>	<b>102,502</b>	<b>153,752</b>	<b>159,692</b>
<b>Insurance Expenses</b>					
Commercial Package Insurance	6310	108,026	64,257	117,205	149,000
<b>Sub-Total Insurance Expenses</b>		<b>108,026</b>	<b>64,257</b>	<b>117,205</b>	<b>149,000</b>
<b>Total Operating Expenses</b>					
		<b>556,149</b>	<b>366,019</b>	<b>576,610</b>	<b>619,150</b>
<b>Reserves Assessments</b>					
Reserves-Unallocated Interest	6430	-	-		-
General Reserve Fund	6440	86,625	72,817	86,625	131,625
<b>Total Reserves</b>		<b>86,625</b>	<b>72,817</b>	<b>86,625</b>	<b>131,625</b>
<b>Total Reserve and Operating Expenses</b>					
		<b>642,774</b>	<b>438,836</b>	<b>663,235</b>	<b>750,775</b>

**Clubside Reserve Condominium Association, Inc.**

**2024 Approved Budget**

**Reserve & Assessment Schedule**

**For the Period of January 1, 2024 through December 31, 2024**

84 Units

	2024	
	<u>Annually</u>	<u>Quarterly</u>
Operating Assessment	5,470	1,367
Reserve Assessment	1,031	258
<b><i>Clubside Reserve Assessment</i></b>	<b>6,501</b>	<b>1,625</b>
V.C.A. Fee	690	172
Bulk communication Fees	1,211	303
<b><i>Total Assessment Due</i></b>	<b>8,402</b>	<b>2,101</b>

**2024 Quarterly Fee = \$ 2,101**



**CLUBSIDE RESERVE CONDOMINIUM ASSOCIATION  
INC.**

Balance Sheet  
As of 12/31/23

ASSETS

CURRENT ASSETS

Cash

1010	First Horizon Operating #8766	\$ 113,898.38	
	Sub-Total Cash		\$ 113,898.38

Reserves

1015	1ST Citizens Bank Oper MM#4192	\$ 2,092.08	
1020	First Horizon Reserves #8057	2,314.81	
1022	First Horizon Reserve ICS 8057	249,601.06	
1025	Wintrust CD#5593 2/22/24 4.75%	250,000.00	
1026	Wintrust CD#5593 8/16/24 4.65%	250,000.00	
1027	Wintrust CD#5593 1/13/25 4.55%	250,000.00	
1028	Wintrust CD#5593 2/24/26 4.25%	250,000.00	
	Sub-Total Reserves		\$ 1,254,007.95

Accounts Receivable

	Sub-Total Accounts Receivable	\$ .00	
	Total Current Assets		\$ 1,367,906.33

Other Assets

1690	Prepaid Insurance	\$ 8,939.74	
	Total Other Assets		\$ 8,939.74
	TOTAL ASSETS		\$ 1,376,846.07

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LIABILITIES & EQUITY

CURRENT LIABILITIES:

2110	Accounts Payable	\$ 13,380.98	
2180	Security Deposits	1,000.00	
2250	Owners Prepaid	85,301.26	
	Subtotal Current Liab.		\$ 99,682.24



**CLUBSIDE RESERVE CONDOMINIUM ASSOCIATION  
INC.**

Income/Expense Statement  
Period: 12/01/23 to 12/31/23

Account	Description	Current Period			Year-To-Date			Yearly Budget
		Actual	Budget	Variance	Actual	Budget	Variance	
INCOME:								
04145	Maintenance Fees	33,516.00	33,533.12	(17.12)	402,172.00	402,397.00	(225.00)	402,397.00
04150	Reserve Fees	.00	7,218.75	(7,218.75)	86,688.00	86,625.00	63.00	86,625.00
04151	V.C.A. Fees	4,620.00	4,608.38	11.62	55,440.00	55,301.00	139.00	55,301.00
04155	Bulk Communications Fees	8,204.00	8,204.25	(.25)	98,448.00	98,451.00	(3.00)	98,451.00
04200	Late Charge Fees / Interest	20.00	.00	20.00	245.59	.00	245.59	.00
04240	Interest - Operating	.53	.00	.53	6.22	.00	6.22	.00
04250	Interest - Reserves	683.39	.00	683.39	10,637.79	.00	10,637.79	.00
04295	Miscellaneous Income	.00	.00	.00	109.80	.00	109.80	.00
	Subtotal Income	47,043.92	53,564.50	(6,520.58)	653,747.40	642,774.00	10,973.40	642,774.00
EXPENSES								
ADMINISTRATIVE								
06020	Contingency	.00	208.37	208.37	.00	2,500.00	2,500.00	2,500.00
06021	Community Activities	255.65	83.37	(172.28)	1,119.44	1,000.00	(119.44)	1,000.00
06022	Reserve Study Updates	.00	75.00	75.00	900.00	900.00	.00	900.00
06025	Corporate Filing Fee	.00	5.12	5.12	61.25	61.00	(.25)	61.00
06028	Fees to Division	.00	28.00	28.00	336.00	336.00	.00	336.00
06040	Management Fee	1,537.00	1,537.00	.00	18,444.00	18,444.00	.00	18,444.00
06045	CPA/Accounting/Tax Return	.00	500.00	500.00	(2,164.06)	6,000.00	8,164.06	6,000.00
06046	Appraisal-Insurance	.00	51.25	51.25	615.00	615.00	.00	615.00
06050	Office Expense/Postage	146.36	257.50	111.14	8,924.17	3,090.00	(5,834.17)	3,090.00
06056	Legal	.00	291.63	291.63	3,560.51	3,500.00	(60.51)	3,500.00
06070	Permits/Licenses	.00	83.37	83.37	875.00	1,000.00	125.00	1,000.00
	SUB-TOTAL ADMINISTRATIVE	1,939.01	3,120.61	1,181.60	32,671.31	37,446.00	4,774.69	37,446.00
UTILITIES								
06100	Electric	2,235.40	1,847.88	(387.52)	25,129.36	22,175.00	(2,954.36)	22,175.00
06105	Irrigation Water	563.34	483.37	(79.97)	7,041.87	5,800.00	(1,241.87)	5,800.00
06110	Trash Removal-Clubhouse	.00	18.75	18.75	252.60	225.00	(27.60)	225.00
06118	Telephone	2.47	.00	(2.47)	2.47	.00	(2.47)	.00
06120	Water/Sewer	4,239.60	3,768.13	(471.47)	45,559.55	45,218.00	(341.55)	45,218.00
	SUB-TOTAL UTILITIES	7,040.81	6,118.13	(922.68)	77,985.85	73,418.00	(4,567.85)	73,418.00
GROUNDS								
06130	Lake Fountain Maintenance	320.00	.00	(320.00)	5,980.00	.00	(5,980.00)	.00
06135	Lake Fountain Equipt & Repair	400.00	166.63	(233.37)	3,819.00	2,000.00	(1,819.00)	2,000.00
06137	Lake Plants Maintenance	.00	50.00	50.00	.00	600.00	600.00	600.00
06140	VCA Lake Maintenance	.00	161.13	161.13	1,933.76	1,934.00	.24	1,934.00
06141	Irrigation Repairs & Maint.	.00	416.63	416.63	3,576.35	5,000.00	1,423.65	5,000.00
06160	Landscape Contract	5,888.95	5,888.88	(.07)	70,667.40	70,667.00	(.40)	70,667.00
06162	Sod/Plantings/Other	.00	666.63	666.63	7,905.00	8,000.00	95.00	8,000.00
06163	Mulch/Stone	.00	500.00	500.00	350.00	6,000.00	5,650.00	6,000.00
06165	Trees/Trimming-New Installs	.00	708.37	708.37	23,772.50	8,500.00	(15,272.50)	8,500.00

**CLUBSIDE RESERVE CONDOMINIUM ASSOCIATION  
INC.**

Income/Expense Statement  
Period: 12/01/23 to 12/31/23

Account	Description	Current Period			Year-To-Date			Yearly Budget
		Actual	Budget	Variance	Actual	Budget	Variance	
06169	Gate Maintenance & Repairs	100.00	250.00	150.00	2,523.90	3,000.00	476.10	3,000.00
	SUB-TOTAL GROUNDS	6,708.95	8,808.27	2,099.32	120,527.91	105,701.00	(14,826.91)	105,701.00
<b>BUILDING</b>								
06170	Pool/Spa Maintenance Contract	814.00	814.00	.00	9,768.00	9,768.00	.00	9,768.00
06171	Pool/Spa Repairs	19.24	500.00	480.76	4,440.47	6,000.00	1,559.53	6,000.00
06172	Pool Repairs/Supplies	.00	.00	.00	110.09	.00	(110.09)	.00
06187	Building Gutter Cleaning	.00	208.37	208.37	.00	2,500.00	2,500.00	2,500.00
06189	Holiday Decorations	.00	270.87	270.87	3,026.00	3,250.00	224.00	3,250.00
06190	Building Maintenance/Repairs	754.00	1,741.63	987.63	17,121.01	20,900.00	3,778.99	20,900.00
06191	Clubhouse-HVAC's Maint.Repair	.00	33.37	33.37	302.00	400.00	98.00	400.00
06192	Supplies	.00	125.00	125.00	173.95	1,500.00	1,326.05	1,500.00
06193	Power Washing Walkways,Gutter	.00	.00	.00	35.00	.00	(35.00)	.00
06194	Janitorial Service	680.00	820.00	140.00	9,735.00	9,840.00	105.00	9,840.00
06195	VacuumingOut Shared A/C Drain	.00	399.00	399.00	.00	4,788.00	4,788.00	4,788.00
06196	PressureWash St Gutters,Paver	.00	675.00	675.00	.00	8,100.00	8,100.00	8,100.00
06210	Emergency Systems/Fire	.00	100.00	100.00	2,173.17	1,200.00	(973.17)	1,200.00
06230	Pest Control	1,115.00	755.00	(360.00)	9,025.00	9,060.00	35.00	9,060.00
06231	Pest Control Not Contracted	4,200.93	41.63	(4,159.30)	5,641.28	500.00	(5,141.28)	500.00
	SUB-TOTAL BUILDING	7,583.17	6,483.87	(1,099.30)	61,550.97	77,806.00	16,255.03	77,806.00
<b>REPAIRS</b>								
	SUB-TOTAL STORM DAMAGE	.00	.00	.00	.00	.00	.00	.00
<b>MASTER ASSOCIATION</b>								
06300	Master Association Fees	4,608.52	4,608.38	(.14)	55,302.24	55,301.00	(1.24)	55,301.00
06303	Bulk Communications Fees	8,204.28	8,204.25	(.03)	98,451.36	98,451.00	(.36)	98,451.00
	SUB-TOTAL MASTER ASSOCIATIO	12,812.80	12,812.63	(.17)	153,753.60	153,752.00	(1.60)	153,752.00
<b>INSURANCE</b>								
06310	Commercial Package	19,884.21	9,002.13	(10,882.08)	115,318.96	108,026.00	(7,292.96)	108,026.00
	SUB-TOTAL INSURANCE	19,884.21	9,002.13	(10,882.08)	115,318.96	108,026.00	(7,292.96)	108,026.00
<b>RESERVES</b>								
06440	General Reserve Transfers	683.39	7,218.75	6,535.36	97,262.79	86,625.00	(10,637.79)	86,625.00
	SUB-TOTAL RESERVES	683.39	7,218.75	6,535.36	97,262.79	86,625.00	(10,637.79)	86,625.00

**CLUBSIDE RESERVE CONDOMINIUM ASSOCIATION  
INC.**

Income/Expense Statement  
Period: 12/01/23 to 12/31/23

Account	Description	Actual	Current Period		Actual	Year-To-Date		Yearly Budget
			Budget	Variance		Budget	Variance	
	TOTAL EXPENSES	56,652.34	53,564.39	(3,087.95)	659,071.39	642,774.00	(16,297.39)	642,774.00
	Current Year Net Income/(loss)	(9,608.42)	.11	(9,608.53)	(5,323.99)	.00	(5,323.99)	.00
		=====	=====	=====	=====	=====	=====	=====

These financial statements are for management-  
use-only and not intended for third-party use.