



Owner's Handbook



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I. Rules And Regulations - General

Statement of Revision

Vereen Land Management. LLC has revised and updated the policies in the Waterford Oaks Handbook to better indicate the current interests and concerns that have been brought to our attention by some of our Residents and Second Homeowners within the Waterford Oaks community. Some sections have remained but have been expanded or modified to a certain degree. Other sections are completely new and have been added as a result of the growth and changes to the community. Please read carefully as you will be held to these standards.

Waterford Oaks Rules and Regulations

We at Vereen Land Management. LLC wish to extend our sincere thanks for choosing to be a part of the Waterford Oaks community. As in all communities, rules must be implemented, not to be punitive, but rather to maintain an attractive and pleasant environment for the safety and the quiet enjoyment of all.

We appreciate your spirit of cooperation where these rules and regulations are concerned. It is strongly recommended that a copy of this handbook be left in a prominent location in your homes so that other family members and guests may review and adhere to them as well. Vereen Land Management. LLC will apply them firmly and uniformly to everyone. Repeated infringements of these rules and regulations by owners or their guests could be cause for eviction as stated in the lease agreement.

Management may issue a MINIMUM of \$250 - \$2,000 fine for any violation of the rules and regulations. If the violation(s) are not resolved within a given period provided by management, the fine can double and or your lease may be terminated. All leases are annual. If a Resident needs to break their lease they must contact the office immediately. No refund will be given. All unused lease, water and sewer will be forfeited.

Appearance

- Each residence and all improvements permitted shall be maintained and kept in good condition and repaired to preserve the quality of character and appearance of Waterford Oaks.
- The exterior of the residence and all improvements must be kept free of rot, mildew, algae and moss. All exterior surfaces must be treated regularly and kept free of termites. No visibly faded, discolored, stained, broken, torn or rotted exterior conditions shall be permitted. No glass windows or doors may remain broken, cracked or be replaced with inferior materials.
- Roofs, porches, decks and patios shall be kept free of pine straw, leaves, moss and downed tree limbs.

- Residents are responsible for the cleanliness of the exterior portion of their home, additions or sheds as well as 3 feet from the perimeter of their home. Gravel, shrubs and or gardening will be approved so long as it is kept in a neat manner.
- Neither the residences, permitted structures, or any improvements may be wrapped with tarps, plastic or other materials (i.e., enclosing porches, decks or other features of the residence) unless approved in writing by Vereen Land Management, LLC as a temporary measure to protect the residence until a repair or replacement can be made.

Maintenance

- The exterior of all residences must be kept and maintained by the Resident at Resident's sole expense, in such a manner as to be weather tight, clean, safe, sanitary and in a neat, attractive and orderly appearance.
- Whenever the residence requires repair or replacement of components, Resident shall perform such work with new components comparable to the character and quality of the original unit being altered. All components shall match in color, texture and appearance of its existing components in order to blend with existing features of the residence.
- Resident(s) should consult with a qualified contractor to verify code compliance and safety standards affecting installations and is responsible for compliance with all rules and regulations of Horry County as may apply.
- If any appearance or maintenance violations occur and continue, or the residence should fall into a general state of disrepair, the Resident will be given:
 - Notice
 - A statement of the condition(s) requiring corrective work, and
 - A reasonable time in which to complete the required work (depending on the nature and magnitude of the work needed).

Failure to correct any appearance or maintenance violations within the time permitted and after notice has been given, may be grounds for termination of the Lease agreement.

Speed Limit

- The speed limit in Waterford Oaks is 10 m.p.h.
- All Residents and their guests must obey all traffic control signs in Waterford Oaks.
- Reckless and unsafe driving will not be permitted.
- Residents will receive a written warning if complaints are received from other Residents or if Management observes any violations. Continued reckless or unsafe driving and/or speeding shall be grounds for termination of the lease agreement.

Garbage Collection

Garbage collection will be collected one day a week (currently Mondays. For your convenience, a trash compactor is located on the property at the southwestern corner of the park behind Kroger's grocery store near Live Oak Dr. Deposit bagged **household garbage only**. No construction materials, furniture, or bulk materials. **Residents will receive an immediate fine for dumping anything other than regular household garbage or cardboard.** The hours of operation are Monday through Friday from 8am until 5pm. Leaving garbage outside of the compactor will also result in a violation. Please take all other unwanted trash to the nearest dump for disposal.

Horry County Recycling and Solid Waste Convenience Center is located at 10569 McDowell Shortcut Rd, in Murrells Inlet, SC 29576. They can be reached via phone at 843-347-1651

- In the event of a holiday weekend, collection will occur on the next business day and may take place over a two-day period as a result of the excessive garbage a holiday weekend can generate.
- The maintenance crew will pick up bagged garbage **ONLY**. The maintenance crew will not pick up loose garbage. Residents must use the tall kitchen garbage bags or the drawstring liners instead of the small grocery bags for disposing of trash. It is recommended that large trash can liners be used for the outside cans in order to expedite garbage pick-up.
- Garbage must be placed in plastic trash bags inserted in metal or (preferably) plastic garbage cans with secure tops and set on the side of the road by 7:00 p.m. on the night before collection days. Residents are responsible for retrieving the garbage cans after pick-up.

- Residents are responsible for constructing a wooden bin to house the garbage cans to keep them upright and prevent them from overturning. Contact the office with any questions regarding the specifications on construction. All garbage cans in disrepair must be replaced. Our maintenance staff is happy to provide you with a garbage bin for a fee as well. Please contact the office for more details at 843-651-2998.
- Garbage containers must be replaced when they become rusted or torn. Garbage cans must have the lids attached to the can. Waterford Oaks will not be responsible for lost or stolen trash receptacles.
- Residents will be responsible for disposing of garbage at the trash compactor or at public centers if they miss the regular garbage pick-up. They should contact the office if their regularly scheduled pick-up has been missed by maintenance so that pick-up may be rescheduled.
- Residents are also responsible for disposal of any items, such as appliances, lumber, carpeting, building materials and/or furniture. There are two local public dumping/recycling facilities. Please call the office for locations.

Boat Ramps / Boats

- The boat ramp is exclusive to Residents and their guests. Vereen Land Management, LLC reserves the right to question any person using the boat ramp facilities.
- Do not leave vehicles and/or trailers at or around the boat ramp site. Alternate parking is provided on Bridge Street for Residents and their guests.
- Residents and guests using the boat ramp should be mindful and respect the privacy of those Residents with homes neighboring the boat ramp.
- Residents must keep all common areas clean and are responsible for removing all of their trash, of any kind left behind, including dead fish and bait.
- Caution: Due to tide, the ramp may be slick. *Use with caution and at your own risk.*
- The Waterford Oaks boat ramp is best suited to small boats, no larger than 18 feet long, 4 feet high at mid to high tide.
- All boats must be in good condition and kept clean (free of debris, good paint, clean, fiberglass

body, free from cracks, etc.).

- In order for Residents to park a boat on their leased lot, specific boat standards must be met and maintained. Not all lots are suitable to house a boat. Contact the office (even if you already have a boat on your leased land) for approval. All residents must follow proper boat standard protocol including having a designated spot for your boat clearly defined.
- Residents may contact the office for information on boat or recreational watercraft storage. Vereen Land Management, LLC will not be responsible for the security or any loss or damage due to acts of theft, vandalism, storms, or other acts of God to any vehicles or watercraft placed in temporary parking areas.
- Small boats, no more than 18 feet long by 4 feet high, may be stored at a residence in an attached storage shelter approved by Waterford Oaks. Not all homesites are capable of maintaining boat shelters due to site limitations. If you have a boat without a shelter, a designated area with approved ground covering MUST be approved by management.
- All boats used by residents in the canals must be Coast Guard approved and contain all appropriate safety equipment. No boats over 18 feet as a recreational watercraft or any commercial use boats are appropriate for use in Waterford Oaks.

Waterford Oaks management must approve of anything other than approved home, such as all new storage buildings, carports and attached shelters prior to placement.

Community Dock / Gazebo

- The Community dock and gazebo are exclusive to Residents and their guests. Vereen Land Management, LLC reserves the right to question any person using the community dock/gazebo facilities. Do not use any private marsh front docks without prior consent of the owner.
- Residents must keep all common areas clean and are responsible for removing any trash of any kind they have left behind.
- We ask that all residents be respectful of the neighboring residents and follow the quiet enjoyment time period from 10pm until 7am.

Motorcycles

- Motorcycles and mopeds may be used by Residents, but only as a means of transportation to and from the park. You may not use your motorcycle for recreational use in the park.

- The 10 m.p.h. speed limit must be observed, and no engine revving or other loud activities will be permitted
- It is recommended that all motorcycles be housed in an approved shelter. An approved shelter would typically be a frame storage building or integrated shelter added to an existing mobile home. No storage on the lot with plastic tarps or tarps of any kind will be allowed with the exception of official motorcycle covers.

Golf Carts

- All golf carts must be in good condition and kept clean (free of debris, good paint, clean, fiberglass body, free from cracks, etc.).
- An approved shelter would typically be a frame storage building or integrated shelter added to an existing mobile home. Carts may be stored under carports provided they do not cause a cluttered appearance to the parking area. Waterford Oaks management must approve all new storage buildings, carports and attached shelters prior to placement. No storage on the lot with plastic tarps or tarps of any kind will be allowed with the exception of official golf cart covers.
- All drivers must be 16 years or older and possess a valid driver's license. Children under 16 years of age driving a golf cart will be stopped. Repeated offenses will result in revocation of golf cart privileges in Waterford Oaks.
- Carts are restricted to roadways and may not trespass any lots or common areas with the exception of the gazebo or any other area that is not considered a roadway within Waterford Oaks.
- Carts must be operated in a safe and courteous manner to automobile and pedestrian traffic.
- Violations of any of the above stipulations will result in a written warning and repeated offenses will result in the revocation of golf cart privileges in Waterford Oaks.
- The 10 m.p.h. speed limit must be observed at all times. Consistent speeding will result in a fine.

Pets

- Vereen Land Management, LLC recognizes the privilege of owning a pet and therefore no more than 3 domestic, non-exotic pets are allowed in Waterford Oaks.

- Pet owners are responsible for the behavior of their pets.
- When outdoors, all pets must be accompanied, **on a leash** and under voice control.
- Residents must clean up after their pets if they defecate anywhere, especially on the roadways or on neighboring lots. **Not doing so will result in a fine.**
- Owners may not chain a pet outdoors unattended.
- Aggressive behavior, excessive or incessant noise (such as barking, growling, howling or some other similar activity), digging or other destructive behaviors are not permitted.

Emergency Water Shut-Offs

- Occasionally it will be necessary for Vereen Land Management. LLC to cut off the water in all sections of Waterford Oaks. We realize that this can be an unfortunate and untimely inconvenience; therefore, the management office makes every effort to contact all residents to advise them of the necessary water shut-off with an estimate of the time involved to repair the leak(s). At times, due to the severity in nature of the leaks, advanced notice cannot be given. The maintenance staff will work as quickly as possible to contain the leak and minimize the time residents are without water.
- If a resident witnesses a leak that has gone undetected, he/she is asked to contact the office or the after hours answering service (843) 651-2998 so that the necessary repairs can be made at that time, if possible.

Wild Animal Retrieval and Removal

The setting at Waterford Oaks creates a natural habitat for various wildlife; among which are rabbits, squirrels, herons, egrets, possums, raccoons, even on occasion coyotes and foxes.

- If a wild animal is creating a nuisance within the park, contact the office and the maintenance staff may choose to set up a trap in an attempt to safely capture and remove the animal from the premises. Do not attempt to capture the animal yourself. If a wild animal is spotted during the day do not approach it. These animals typically roam at night and sightings during the day imply that the animal is infected or diseased. Contact the office immediately.

- Do not feed wild animals. This includes Feral cats. These animals may seem cute but are potentially dangerous and are an invitation for larger wild animals.
- Rodents are commonly found in these areas. Vereen Land Management is not responsible for pest control. Residents are responsible for their own personal pest control in and around their home. All pest control should be non toxic and safe for people and other pets. Do NOT apply pest control to common areas outside or outside of 3 feet from your home.

Emergencies

- In case of a fire, residents should immediately call **"911"** and report any emergencies to police or fire department, and then notify Waterford Oaks management office at (843) 651-2998. We are available 24 hours through an after hours answering service that will contact a member of the management team.
- **All house numbers must be clearly posted on the home facing the street and be visible to emergency personnel.** It is recommended that all residents and second homeowners have a rehearsed escape plan in place. Please make sure that the Waterford Oaks management office has an emergency contact number on file to notify immediate family members or friends.
- In the case of theft, robbery or other criminal activity, a resident should immediately call **"911"** emergency and report any incidents to the police and then notify Waterford Oaks management office at (843) 651-2998. Residents should complete a police report in all cases so that a record of the crime may be on file resulting in heightened awareness and increased patrolling of police cars throughout the park.
- If you hear sounds that can seem dangerous or violent to you or the community, please, call **"911"** immediately, then call the office to report the incident. All reports will remain anonymous.

Hurricane Procedures

- If a hurricane approaches and you are ordered to evacuate, secure your home and leave immediately. Failure to obey an evacuation order could be a law violation. You should secure your home and leave immediately. During or after a hurricane, emergency services may not be able to reach you. Due to safety reasons.
- The following procedures are recommended while using precautions and to protect your residence:
 - Turn off the electricity, gas and water.

- Take important papers with you, including identifications with your local address and insurance papers.
 - Shutter or board all windows to reduce structure vulnerability.
 - Clear your yard of loose objects: bicycles, lawn furniture, garbage cans, and anything that can fly freely through the air.
 - Detailed information on emergency preparedness is available from the American Red Cross and city and county agencies.
- Vereen Land Management, LLC assumes no responsibility for securing or preparing individual residences to sustain hurricane conditions.
- While Management performs annual tree trimming, Vereen Land Management. LLC assumes no responsibility for tree limb damages to Resident homes during a hurricane or an act of God.
- After the storm: The flood of telephone calls that ensues after a severe storm from Owners inquiring about damages to individual residences are numerous. Initially, it may be necessary to turn the phones over to the answering service while staff facilitates a general assessment of damage to Waterford Oaks. Vereen Land Management. LLC cannot and will not assume responsibility for assessing the damage to individual residences. Owners should make plans to physically assess any damage themselves.

II. RESIDENCE – GENERAL

A. Use of Residence

Use of residence and lot are for the owners, their family and guests only. *Owners are ENCOURAGED* to notify the management office in advance of any guests who will be staying at the property unaccompanied by the Owner. Owner is responsible for the conduct of any and all guests, whether or not they have read the rules and regulations.

Occupancy

- Anyone living with you in a home that is 18 years and older must be mentioned on the lease as a leasee or as a guest. Everyone must have a criminal background check done. Anyone under the age of 18 must have a criminal background check done once they reach the age of 18. At least one person must have a credit score of at least 650.

Quiet Enjoyment

- Every resident and guest has the right of quiet enjoyment of his/her time on the property.

Owners, family and guests are expected to conduct themselves in a civilized, polite and orderly fashion at all times. Quiet times will be observed between 10:00 p.m. and 7:00 a.m.

Prohibited Activities (**The following will result in an immediate fine)

- Residents witnessing anyone violating any of the following prohibited activities should notify the management office immediately (they will remain anonymous). Any of the following activities will not be allowed at any time:
 - **Renting of mobile homes, short-term or long-term, is strictly prohibited.
 - No Signs may be erected or displayed on a residence or lot by the resident in Waterford Oaks (other than approved "name plates") including but not limited to "For Sale by owner" signs. Vereen Land Management, LLC may remove any sign found to be in violation of the rules and regulations. Vereen Land Management, LLC reserves the sole right to place signs, including marketing signs in Waterford Oaks.
 - **Any type of discriminatory, aggressive, or negative behavior or post on social media is strictly prohibited.
 - **Use of foul language or any obnoxious, offensive, rowdy or aggressive behavior is not allowed towards residents or Waterford Oaks staff.
 - No flags may be flown or displayed. Exceptions would be the South Carolina or American flag. We will accept small welcome or decorative garden flags, Flags must NOT have political messages or images or social expressions including confederate flags on individual homes, structures, gardens or golf carts while at Waterford Oaks. Flags must only have a garden or seasonal goodwill images. We want to build community, not divide it.
 - **Discharging any form of fireworks anywhere on the property.
 - **Destruction of property, vandalism or trespassing on the property of others.
 - Noisy, loose or unruly pets of any kind
 - **Discharging a firearm.
 - **Camping in a tent or any form of recreational vehicle anywhere on the property.
 - Operating a business on the property, unless it is an online business approved by the office.
 - **Any illegal activity.
 - No playing radios, stereos, televisions or any other form of electronic equipment in a loud or excessive manner.
 - **No operating a motor vehicle in a loud, reckless or careless manner (i.e., revving engines, operating horn, squealing tires, etc.) especially during quiet time between 10:00 p.m. and 7:00 a.m.
 - **No fences may be erected unless approved by the office. Fences may not be any taller than 3 feet.

- ******Open flames of any kind including mosquito repellent, grills and firepits are strictly prohibited. You may consider electric and propane as an alternative.
- ******No dumping anything except household garbage allowed in the compactor on the property. No construction materials, furniture, or bulk materials. *Residents will receive an **immediate fine** for dumping anything other than regular household garbage.*

Utilities

- Owners are solely responsible for their own electricity, telephone and cable television services. Since the fees for water and sewer service are in common, we must ask that no excessive washing of cars, recreational vehicles, boats or any excessive watering of lawns, shrubbery or flowers are not permitted. **At no time should a resident attempt to tamper with any park water valves and/or sewer systems.** If you are experiencing any problems, please call the office at 843-651-2998.

Grounds Maintenance

- Vereen Land Management, LLC, agrees to provide general yard maintenance such as grass cutting, raking and removal of leaves, pine straw and downed tree limbs. The owner is required to keep his/her yard free of trash, litter, debris or salvage of any kind.
- Yard maintenance is performed on a schedule determined by staff and cannot be performed on an individual basis. Owners should not call the office to request normal maintenance. All lots will be maintained as quickly as possible.
- Owners are asked to please restrict planting, landscaping timbers, birdbaths or similar enhancements to their own lot and not to infringe upon the boundaries of adjacent lots whether vacant or occupied. The excessive use of these enhancements beyond the homes' immediate perimeter will hamper and limit the amount of grounds maintenance that maintenance personnel may provide. Approval must be given to add any enhancements outside of 3 feet from your home. For these reasons.
- Residents are permitted to add plants, shrubs and trees that enhance the landscaping of the lot. Shrubs and flowers should be limited to a 3-foot perimeter of home. Placing plants, trees or landscaping material between homes could restrict lawn maintenance access. Any plans to plant flowers, trees or shrubbery of any kind must be approved by management, Resident must provide a sketch with improvement requests.
- Any pine straw, shrubbery, clippings or limbs and also any debris from roof, deck, or porch cleaning is the responsibility of the owner and must be piled next to the service road for removal by maintenance personnel.
- General weeding will be done on the lots in Waterford Oaks but will not be done near the

perimeter of the mobile homes since the underpinning is easily damaged by the equipment.

- Any resident requests or concerns must be directed to and implemented through the management office. Residents must not approach maintenance personnel directly to voice concerns or specific requests.
- It is a park policy that no maintenance employee of Vereen Land Management. LLC may be subcontracted by Residents or their guests at any time for any individual manual labor (maintenance, repair, construction, etc.) within the park during normal work hours from 8am until 5pm.

Tree Pruning and Removal

- Owners may not prune, trim or cut down any trees without written permission from Waterford Oaks. Please notify the management office and the maintenance personnel will address any necessary tree pruning or removal. Please call the management office with any matters that require immediate attention. Residents may contract out to remove trees once permission is given in writing, but the contractor must be bonded and insured. A certificate of insurance must be given to Waterford Oaks Management.

Roads

- Vereen Land Management. LLC. will maintain the gravel roads in Waterford Oaks with regular grading. Residents are asked to ensure that all vehicles and personal property are not left in the roadways where they will block the road or cause an accident or injury.

General Lot Appearance

- Residents must keep their lot in a neat and orderly manner, free from clutter and must restrict the use of yard embellishments (statues, bird baths, flags, etc.) to a minimum in order to maintain a more uniform appearance within the park. The excessive use of these enhancements will hamper and limit the amount of grounds maintenance that maintenance personnel may provide and must be approved outside of 3 feet from your home.

B. Parking

Most lots are laid out for 2 parking spots, unless management has deemed that the lot can accommodate extra vehicles or if it does not encroach on your neighbor's lot. If parking for more than two cars is needed for guests, arrangements for temporary additional parking must be made with the management office.

- On street parking is not permitted.

- A motor home, or recreational vehicle may be parked at a residence only when loading or unloading groceries or persons supplies. Arrangements for temporary (off-lot) parking must be made with the management office. No motorhome or camper of any type will be permitted to hook-up to an existing home for use as living quarters.
- No unlicensed or inoperable vehicles may be parked on a resident's lot. No utility trailers with the exception of business trailers may be kept on the lot unless approved by management.
- No boats, recreational vehicles, cars, motorcycles or trailers shall impair the parking or yard space of any adjacent resident while in Waterford Oaks.

C. Canals, Dock, and Marsh

- If you rent a lot with a private dock, you must provide additional insurance to cover usage of the dock to management.
- The canals are part of the common elements controlled by Vereen Land Management. LLC and are not a part of any lease agreement.
- Residents are reminded that use of the canals, installation of decks, gazebos or other improvements are subject to regulations enforced by the OCRM (Ocean and Coastal Resource Management). OCRM will not approve any new docs or flotation structures for Waterford Oaks.
- Vereen Land Management. LLC has reserved the right to remove decks, steps and/or docks, which are considered unsafe, in need of repair or unsightly. Residents with a docks will assume full responsibility for the condition, code worthiness and personal liability associated with persons (authorized or unauthorized) using the dock.
- Residents without docks are to refrain from using private docks but may use the community dock on the marsh front provided by Waterford Oaks. They may also use the canal on Lagoon Circle
- Use of the canals for fishing or boating is solely at Resident's risk. Vereen Land Management. LLC assumes no responsibility for any injury or property damage, which may occur as a result of the use by Residents, their family or guests. Residents are responsible for securing adequate liability insurance coverage to include their private docks.
- Repair, refurbishing or removal of all existing decks, docks, steps, and/or any other structures which

have been constructed/installed by Residents are required by Vereen Land Management. LLC to meet safety and appearance standards according to local building codes. These structures are subject to stringent requirements by the OCRM or other regulatory agencies. Until notified, use of existing docs by the residents who installed or maintained them will be permitted at resident's own risk.

- No yard debris, tree limbs or garbage of any kind or any other objects may be dumped on the banks or thrown into the canals at any time. Removal and cleanup of any of these materials or objects will be charged to the resident responsible.

Marsh

The marsh and marsh front are subject to and regulated under the Coastal Zone Management Act as enforced by OCRM. Residents are reminded that use of the marsh front, and installation of any structures into protected areas require permits.

- If you rent a lot with a private dock, you must provide additional insurance to cover usage of the dock to management.
- Residents leasing marsh front lots and who have existing docs are required to maintain these structures. Because these lots are one of the most visible and attractive features of Waterford Oaks, these Residents are specifically required to maintain them in a neat and attractive manner at all times.
- The existing sea walls are an infrastructure feature of Waterford Oaks. Residents leasing these Lots are not permitted to alter or modify the sea walls in any fashion.

D. Alterations & Improvements

Due to the setbacks imposed by Horry County and the various locations of utility placements within the park, no improvements of any kind will be allowed to the exterior of any residence or on any lot within Waterford Oaks without prior written approval of Vereen Land Management. LLC.

Examples of improvements requiring prior approval are as follows:

- Exterior additions - rooms, porches, patios, decks etc.
- Exterior modifications - painting, repair, replacement including trim, skirting, siding, decking, roofing, etc.
- Detached buildings, storage buildings, sheds and carports
- Concrete work, brick work and ground pavers
- Once a structure has been removed (ie- deck or shed) it does not automatically mean that you can replace it with the same dimensions. Horry county setbacks change from time to time and we must follow the regulations at that time.

Application

- Residents shall obtain an application (Alteration request form) from the property manager's office. The completed application shall contain sufficient information to describe the improvements to be made; specifically, location, size, lot setbacks, character, elevations, construction, finishes and an estimated completion date.
- A proportional sketch, (sufficient to describe the physical features and dimensions) as well as the method of installation on or onto the existing residence **MUST** accompany the application. Any improvements larger than 120 square feet will require a Horry County building permit and must be obtained prior to commencement of work. The name, address and telephone number of the contractor, must be registered with the Management Office.

Application Review

- Residents must be current on all obligations under the Lease for the application to be reviewed including all requirements concerning homeowners' insurance. All applications will be reviewed for approval or disapproval. If approved, the notice will stipulate an acceptable time period for completion of improvements. In the case of disapproval, Vereen Land Management, LLC, will state the reason for disapproval along with recommendations for possible approved modifications. Waterford Oaks Management will provide a permit for written approval for work when it is approved.

If you have any question as to whether or not what you wish to do requires prior approval - *ask first!*

Self Help

- In the event that a resident builds, plants or adds on to their home without written permission from management. Management then has the right to invoke "self help." Management will then have the right to remove an item or structure that was placed without permission at the expense of the tenant. **Landlord may also institute a fine minimum of \$250 - \$2,000 for the violation in lieu of, and/or in addition to, the removal.**

Construction

- Residents shall be responsible for ensuring that the contractor is properly licensed, bonded and insured for the work to be performed. The contractor is also responsible for all off-premises disposal of any construction materials. As previously stated, maintenance personnel will not be responsible for removing anything other than **household** bagged garbage. Do not discard materials in park dumpsters, to neighbors or Waterford Oaks property. Construction must be completed in a timely manner and within the time period specified in the approval notification.

Improvements different from approved sketch and written approved products, neutral colors, size, or location may result in requiring their removal at the Residents own expense. Any changes from the initial approval must be re-evaluated before work can continue.

Failure to Comply

- Any additions and/or improvements that are undertaken without prior approval of Vereen Land Management. LLC as stipulated above is considered a failure to comply with the terms of the Lease agreement and the rules and regulations. All construction must be halted until the application process is complete and approval is granted by Vereen Land Management. LLC Development. Once approval has been granted, a permit will be issued and must be displayed on-site and be visible from the exterior.

E. Exterior Structures

New Storage Structures

- Exterior storage structures are permitted in Waterford Oaks with a few minor stipulations. The preferred method for exterior storage is:
 - Storage be utilized underneath the residence or it can be attached to the residence with matching roofline and treatment, siding and color.
 - If storage is a separate unit, it should be as close to the back of the residence as possible, with matching roof line and treatment, siding treatment and color.

Existing Structures

- If you have an exterior storage unit, you may be required to make certain changes:
 - Remove the unit because of its condition and general poor appearance.
 - Move the unit to another location to improve general area appearance.
 - Repair, recondition and/or refurbish the unit.
 - Attach the existing unit to residence with matching roofline and treatment, siding treatment and color.

Mailboxes

- Vereen Land Management. LLC reserves the right to request that any unsightly mailboxes be removed or replaced. Residents wishing to install a mailbox on the property may do so with the following guidelines (*See exhibit 2 on page 14*):
 - Be standard size and metal or plastic.
 - Have a wooden 4' x 4' post that is 38"- 40" out of the ground.
 - Be portable and not set in concrete.

- Be located in an approved location, on the same side of the street as others.
- Have the house number displayed.

Satellite Dishes / Antennas

- In order to preserve a consistent and uniform appearance, the management office must first approve placement and location of all exterior antennas or satellite dishes used. In general, all such devices must be concealed from view from the road and or screened.

Fences

- A three (3) foot fence will be allowed to be installed once approved by management. All fences that have not been approved by management are subject to be removed by management at the Residents expense.

Fire Pits / Open Flames

- Electric or propane fire pits are the only approved fire pits at Waterford Oaks. Waterford Oaks is home to a variety of trees and other plant life. Embers from flames are dangerous in our environment. Having an open flame of any kind including candles are strictly prohibited.
- Violations will result in fines and possible termination of your lease.

F. Mobile Home Placement and Removal Guidelines

Home Placement

- Vereen Land Management. LLC reserves the absolute right and control of the placement and location of all residences on lots in Waterford Oaks.
- In the event a Resident does not intend to replace the Residence but does intend to transfer his or her interest in the lease agreement, Resident is reminded that Vereen Land Management. LLC **MUST** approve the home to remain at Waterford Oaks as well as the prospective new Resident for tenancy.
 - All fees must be paid in full prior to termination of resident lease and new lease with a prospective tenant (lot lease, taxes, fines, attorney fee [if applicable] etc.).
 - All new potential residents **MUST** fill out an application and be approved by the management office prior to home transfer.

Home Removal – General

- Resident is responsible for the cost and expenses of removing their home and for removal of all other improvements (including but not limited to storage buildings, concrete slabs, patios, fences and any other personal property) and to have all debris removed and the Lot cleaned up.

to a condition where another Residence may be located on the Lot without any further work or expense. If Resident intends to replace the residence or relocate to another lot in Waterford Oaks, prior written approval must be obtained from Vereen Land Management. LLC or you can be subject to a fine.

Home Removal – Casualty

- If the Residence requires removal because of damage from fire, storm or other casualty, the above conditions apply. For replacement of a residence damaged by fire or other casualty, flood, wind or other Act of God, please see Home Replacement *on the following page*.

Removal – Abandonment

- The lot and all personal property on it will be deemed to be abandoned if tenant has defaulted under the Lease agreement and where Vereen Land Management. LLC has complied with all notice and right to cure provisions of the Lease agreement.
- In the event of abandonment (subject to the rights of creditors), and after compliance with legal process, Vereen Land Management. LLC, in addition to any other rights or remedies it may have under the terms of the lease agreement, shall have the right to remove the residence from the lot and impound the residence until all lease fees, charges, and the costs associated with removal and impounding (storage) of the unit are paid. Vereen Land Management. LLC may apply for a judicial sale of the residence and shall be entitled to collect all amounts due to it, after the costs of the sale according to legal priority.

Home Replacement

- In the event a residence is damaged by fire or other casualty, flood, wind, or other Act of God, Vereen Land Management. LLC may accept the insurance adjuster's estimate of damage or at its sole option and expense, may require inspection by a qualified manufactured home representative to ascertain, on a percentage basis, the extent of damage. The determination of the adjuster or the manufactured home representative shall be binding on both the Resident and Vereen Land Management. LLC for purposes of this appendix.
 - Should such an inspection determine damage exceeding 50% of the replacement value, then Vereen Land Management. LLC, at its sole option, may require the home to be removed and replaced by a new or newer home. Residents shall have the residence removed within 45 days of notification by Vereen Land Management. LLC.
 - Should the inspection determine damages of less than 50% of replacement value, Resident shall then have at Resident's sole option, the right to repair the residence or replace it.

- In the event Resident chooses to repair the residence, Resident shall repair or replace all components necessary to restore the residence and all improvements to an approved standard determined by management equal to or better than its previous appearance and function. Residents shall use all new replacement materials and components. All work must comply with the Alterations and Improvements Guidelines of the Lease agreement and with all permits, rules and regulations of Horry County
- In the event Resident chooses to replace the residence, Resident shall be subject to and shall comply with the replacement guidelines as stated in the Waterford Oaks Handbook.

G. Resales

Although the home belongs to the residents, the land the home sits on is rented and property of Vereen Land Management LLC. *Before any home can be considered to remain at Waterford Oaks, residents must review and complete the resale guidelines and return to the management office for approval.*

- Vereen Land Management. LLC must approve the resale of all homes to remain in Waterford Oaks after the sale.
- If a home is sold by the homeowner and is to be removed from the park, it must be removed prior to or by the expiration of the tenant's lot lease.
- If a lease renewal to a tenant is not extended to the owner of a home, then:
 - a) Vereen Land Management. LLC can approve the resale of the home to remain provided that an acceptable replacement tenant purchases the home, and a new lease is executed with a new tenant no later than the expiration of the prior tenant's lease term.
 - b) Vereen Land Management. LLC can deny the resale of the home to remain in the park, and the home must be removed before the end of the lease term.
- If a home is approved by Vereen Land Management, LLC for resale, then all residents wishing to market their homes within the park must contact the office for a copy of the Resale Guidelines. All listings of homes must be listed by a brokerage company of the Landlords choosing. HOLA Realty is the Brokerage of choice for Vereen Land Management, LLC.. For sale by owner is not allowed.

H. Enforcement

Enforcement of these rules and regulations shall be handled through the management office. Any Resident may assist enforcement by identifying and reporting known violations to the management office, preferably in writing. These reports will be kept confidential, subject to legal constraints. The decision of the management office in all cases shall be final. In addition to the

rights and remedies set forth in these rules and regulations, Vereen Land Management. LLC reserves the right to any other remedies as are available to the Landlord at law and in equity and under the lease.

Vereen Land Management. LLC may make amendments to these rules and regulations at any time and copies of such amendments shall be distributed to Residents. Such amendments shall become effective thirty (30) days after notice is given to residents.

Management reserves the right to determine what violations constitute an immediate fine or a warning. Residents receiving a warning may receive a fine if the violation occurs again.

It is the residents' responsibility to be kept up to date with the rules and regulations, which can be found on our website www.waterfordoaks.com. Residents are responsible for the actions of their guest as if the violations occurred by them.

Exhibit 1

Specifications for Garbage

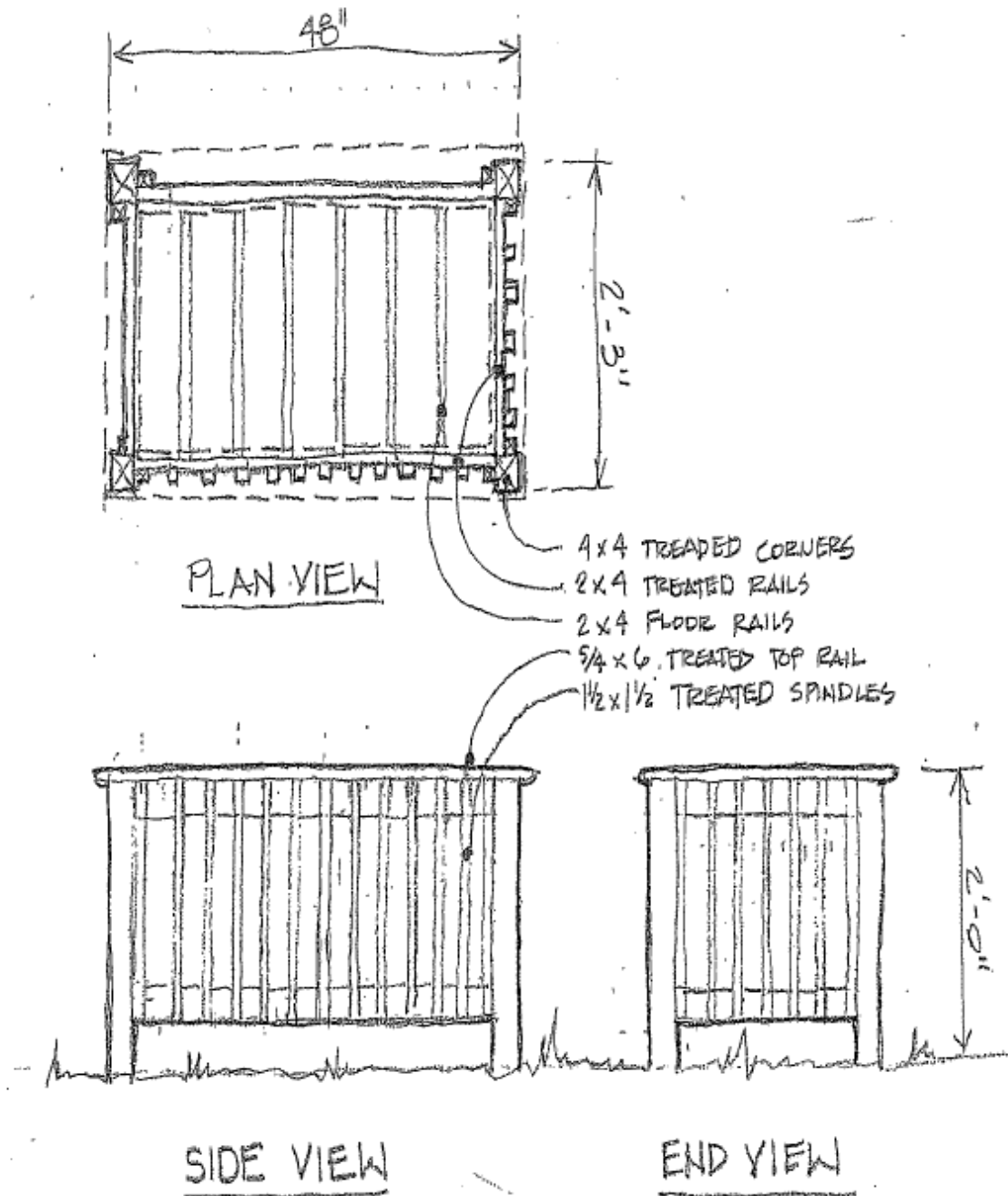


Exhibit 2

Specifications for Mailbox Installation

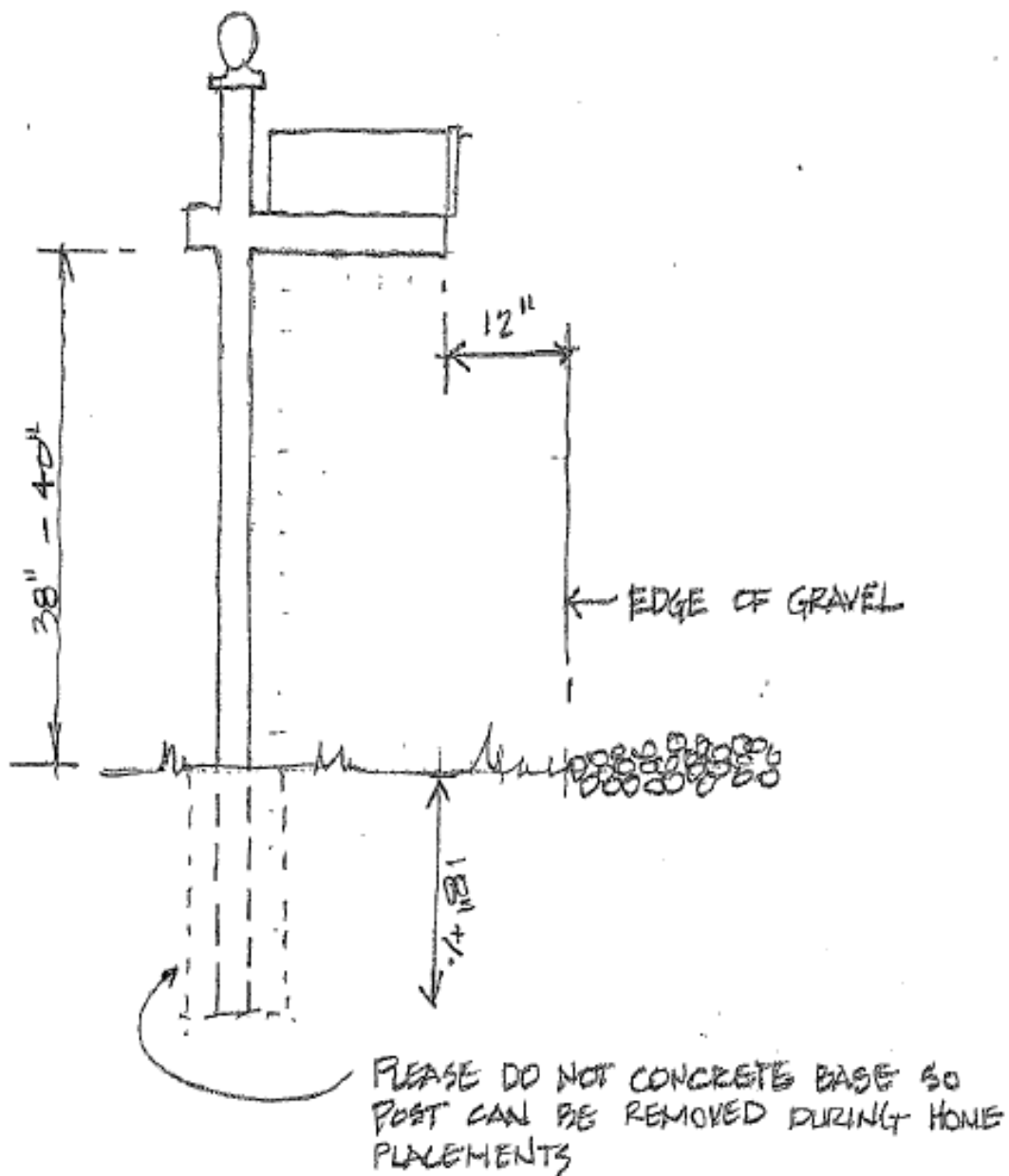
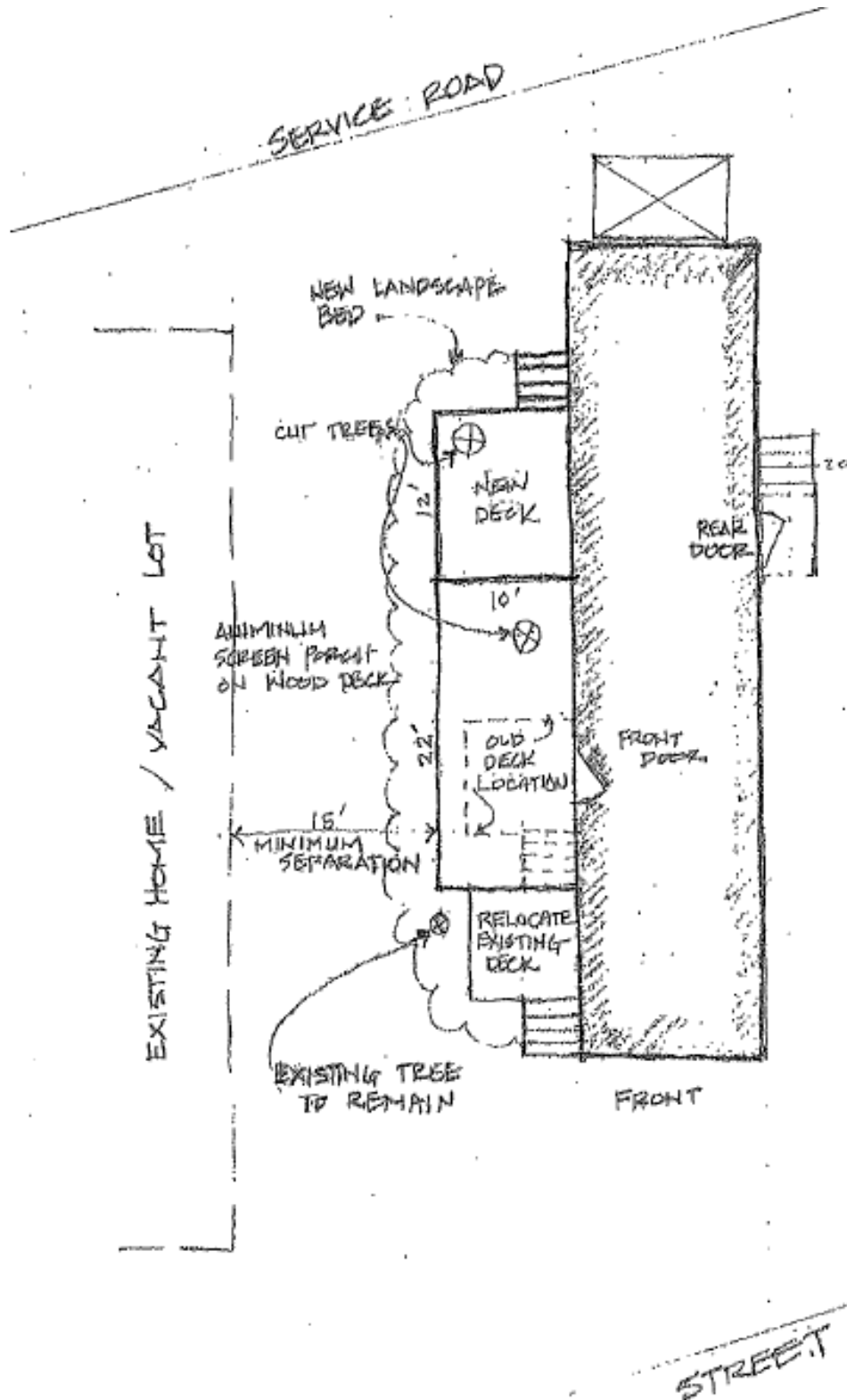


Exhibit 3

Sample Application for Alterations and Improvement



Application for Alterations and Improvements

Date of Application: _____

Name: _____

Park Address: _____

Waterford Oaks Handbook

Telephone: _____

Email: _____

Type of Alteration or Modification:

☐ Exterior Addition (*room additions, porches, patios or decks*) and Brief Description: (*size, construction, finishes, etc.*)

☐ Exterior Modifications (*painting, repair, replacement including trim, skirting, siding, decking, roofing, etc.*) and Brief Description: (*Color of paint, vinyl, trim, repairs to be done*)

☐ Detached Buildings, Storage, Sheds or Carport - Brief Description: (*Size, Material, Location, etc.*)

☐ Concrete Work, Brick or Ground Paving - Brief Description: (*Construction, Materials, Location, Size, etc.*)

Date alteration / modification will commence: _____

Estimated date of completion: _____

Name, Address and telephone number of Contractors/Subcontractors or any persons performing work:

Rendering attached to application?

Signature: _____

Date: _____



Vereen Land Management, LLC

(843) 651-2998

541 Atlantic Ave, Garden City, SC 29576

Office Hours Monday – Friday 9am – 5pm

www.WaterfordOaks.com