

**PEARLRIDGE SQUARE  
VIOLATION OF HOUSE RULES  
PROCEDURES FOR ASSESSMENT OF FINES  
EFFECTIVE JANUARY 2014**

Except as otherwise provided in the House Rules and except in instances where safety to person or property is a concern, the violation by any Owner, Tenant, or Guest, of any provision of the Declaration, the By-Laws, or the House Rules of the PearlrIDGE Square shall result in the following action by the Resident Manager or Managing Agent.

**FIRST VIOLATION:** Written warning from the Resident Manager or Managing Agent (Except for parking violations & fireworks violations).

**SECOND VIOLATION:** (same offense) The Resident Manager or Managing Agent will deliver to the occupant a written notice of an automatic fine or \$25.00 to be levied against the occupant (Payment of which, if not made by tenant or guest, will be the responsibility of the Owner of the apartment). Said written notice will provide the Owner, or any other person against whom such charges are made, the date of the next meeting of the Board of Directors at which time the Board shall hear the charges and evaluate the evidence of the alleged violation.

At such, hearing, the Owner or other person so charged shall have the right to present oral and written evidence and to confront and cross-examine adverse witnesses. The Board shall deliver to the Owner, or other person so charged, within fourteen days, or as practicable, after the hearing a written decision which specifies the fines or penalties levied, if any, and the reasons therefore. Any and all fines levied against a tenant or guest after the above due process shall be assessed against the Owner if payment is not submitted by the violator within thirty (30) days of the Written Notice which specified the fine.

**SUBSEQUENT VIOLATIONS:** (same offense) Each subsequent violation will result in additional fines or \$25.00, per violation.

When in the judgment of the Board of Directors, a violation of the House Rules requires immediate and/or strong enforcement; the Board may shorten or forego the above noted procedures. The Board may, at its discretion, refer violations to legal counsel at any time. All legal costs incurred as a result will be assessed against the owner. Should the Board choose this option, the Owner or any other person against whom such charges are made, shall be provided with written notice of the charge and shall be provided an opportunity to be heard prior to the assessment of fines.

The unit owner is ultimately responsible for the payment of fines assessed to his tenants and/or their guest(s).