

## HANOVER ASSOCIATION, INC. RULES

The Association's governing documents as well as applicable Alabama Code sections provide for the establishment of rules to ensure the enjoyment of properties including Hanover Circle. The following is a listing, although not an exhaustive listing, of the Association's rules:

### A. PARKING LOT

1. Each unit is allowed two vehicles on the premises. Unit owners are subject to fines for each vehicle above that limit. Additionally, vehicles above the limit are subject to being towed or booted at the vehicle owner's and/or unit owners' expense with or without notice.
2. Parking/Safety Cones: Parking/Safety cones, barricades, caution tape and other such marking devices are placed about the property from time to time to assure access by service providers, restrict access to targeted areas, and for other good and necessary reasons. Moving said devices, parking in a space zoned off with such devices, or otherwise entering areas sectioned off by such devices will result in a minimum \$50.00 fine. The offending vehicle may be towed or booted without warning or notice.
3. No commercial vehicles may be parked on the premises.
4. No vehicle may be parked upon the premises that have broken/cracked windows, windshield or other body damage. No inoperable car is permitted upon the premises. No work may be done to vehicles on this property including but not limited to: placing vehicles on blocks/automotive ramps, using jacks to jack a vehicle, changing oil, and the like. Nothing in this rule prohibits an emergency battery jump or emergency tire change nor shall a mobile windshield repair by a professional be a violation.
5. Motorcycles and other such vehicles must be parked in the designated areas for those vehicles.
6. No parking in alleyway beside pool or in the spaces at the pool without authorization.
7. Parking in Handicapped spaces without proper permit displayed will result in an automatic \$250.00 fine.
8. Any storage bins or mobile storage units require prior approval of the Board and may only be placed in areas designated by the Board. Same may only be on the premises for the time as designated by the Board.
9. Loading/unloading zone: this zone beside the elevator is for loading and unloading only. Cars may remain in the loading/unloading zone for 15 minutes. Remaining for more than 15 minutes is subject to a minimum \$50.00 fine.
10. Absent express approval by the Board, oversized vehicles, recreational vehicles or the like are strictly prohibited.
11. No vehicle is permitted on the property that has any of the following:
  - a. That has been altered to have a muffler or other device to accentuate engine and/or exhaust noise;
  - b. Window tinting darker than is allowed by current Alabama law and/or Birmingham City Code;

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- c. That has under carriage lighting and/or effects, multi colored lighting and/or lighting that blinks or appears to move;
  - d. That has altered carriages and/or wheels allowing for movement of individual parts of the vehicle and/or the vehicle itself;
  - e. That has hidden or unreadable VIN or identification numbers;
  - f. That otherwise violates Alabama law and/or Birmingham City Code;
  - g. That has broken lights, mirrors, or the like;
  - h. That is being supported, held together or the like with tape, cords, etc.
12. No vehicle may park in multiple parking spaces. No “double parking.”
  13. No vehicle may be covered with a car cover or any other device or material.
  14. No “for sale” or other signs shall be permitted to be displayed on or in a vehicle on property.
  15. No vehicle may be parked on the premises that perpetually has a spare tire(s) on it. Nothing in this rule prohibits a temporary spare tire(s) being utilized for up to 14 days following a legitimate need to use same.
  16. Vehicles, including motorcycles, and the like, are not allowed to be placed in the bed of trucks or other vehicles, or otherwise carried or stowed on or in other vehicles, trailers, etc. Vehicles in violation of this rule will be towed with or without notice at the condo owner’s and/or vehicle owner’s expense.

### B. POOL

1. Maximum occupancy of pool area is 54 persons.
2. Pool and pool area access is by key tag only. In order to be allowed to purchase a key tag, the Resident/Owner shall sign an acknowledgment of HAI Rules. Residents/Owners shall purchase a key tag for pool access and may not loan/share the key tag with anyone other than while at the pool/pool area with a guest(s) for authorized purposes. Violation of this rule will result in a minimum fine of \$50.00. Each person must have his/her own key tag. Sharing of key tags is prohibited.
3. Smoking is prohibited on HAI property per Rule H15. In addition to violations of H15, an additional minimum fine of \$250.00 will be imposed under this Rule for extinguishing cigarettes or the like on/in the pool or deck surfaces, patio/pool furniture, or the like. This also applies to discarding cigarettes in/or from these areas.
4. Glass may be brought to the Trex deck only. No glass, including bottles, is allowed anywhere on the travertine pool surface, in the pool, at the cabanas at the shallow end of the pool, nor at the chaise lounge areas. Bringing glass in these areas will result in a minimum fine of \$50.00 per item.
5. Anyone who would like to use the chaise loungers, either under the cabana or around the pool, must use a bath/beach towel to cover the chaise lounge when a) you will be wearing a bathing suit, trunks, or the like, b) you are using sunscreen/tanning oil, or the like, regardless of type of clothing.
6. Children below the age of 5 must have rubber diapers or swim diapers. No regular diapers are allowed in the pool.

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7. Pool hours are: Sunday-Thursday 7:00 am to 10:00 pm, and Friday-Saturday 8:00 am to 12:00 am.
8. No horseplay is allowed in or around the pool.
9. No one may be in pool if they have skin diseases, sore or inflamed eyes, cough, cold, nasal or ear discharge or any communicable diseases.
10. Pets are not allowed on the Trex deck, at the pool or in any common area.
11. Persons wearing oils of any kind including suntan oils and/or hair products or lotions are required to towel off excessive oils/substances prior to entering the pool.
12. All are required to dispose of their own refuse/garbage. Ash/charcoal disposal containers located in the grill area are for used ash/charcoal only.
13. No personal items may be kept about the pool after use including but not limited to floats, chairs, pool toys or the like.
14. HAI Board is not responsible for damage or loss to any personal items.
15. Offensive language, gestures, nudity, or other offensive behavior is not permitted on property.
16. No diving.
17. All persons in pool must be in proper swim attire (trunks, bathing suits). No cutoffs or jeans permitted.
18. Swim at your own risk. No lifeguard is on duty.
19. Property owners, residents and guests' use and operation of the pool shall conform to the rules established by the Jefferson County Health Department and by the Hanover Association, Inc.
20. The furniture located under the cabanas is to remain under the cabanas at all times and shall not be moved from underneath the cabanas. Anyone altering the placement of the furniture under the cabanas must return furniture to its original position prior to leaving the area.
21. When pool furniture is stored away for the season, no one may get the furniture and use it. Violation of this rule will result in a minimum \$50.00 fine.
22. Only one person is allowed per lounge. If more than one person is on a lounge, a minimum \$50.00 fine will be imposed.
23. Spray sunscreen or like product is prohibited on all HAI property.

### C. 55 BASEMENT

1. Lockers/bins in the 55 basement are for an owner or an owner's tenants' use at the discretion of the unit owner on a first come, first serve basis.
2. Each owner may have one bin per unit subject to availability.
3. Items may not be stored in the basement other than in bins.
4. The Board Secretary shall maintain locker/bin assignments and no bin shall be occupied without being registered.
5. HAI, its Board, agents, assigns, etc. are not responsible for items stored in any bin or common area.
6. Bins that are not registered are subject to the locks being removed and the contents discarded.

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7. Bicycles stored in the basement shall be registered. Bicycles not registered shall be removed and discarded.
8. Owners and tenants agree to indemnify and hold HAI harmless for any loss or damage sustained to any personal property whether stored in the basement or any other common area.

### D. PETS

1. Each unit may have up to two animals (dog/cat).
2. No other animals are allowed other than dogs and cats.
3. Dogs are limited to 25 pounds.
4. No breeds of aggression are allowed including but not limited to Doberman, Rottweiler, or any other breed recognized under Alabama law as an aggressive breed.
5. Pets (dogs & cats) may not be “walked” on the premises. All pets must be walked outside of the property gates and when coming and going must be on a leash at all times.
6. Pet waste (urine, feces, vomit, etc.) must be immediately picked up and the affected area cleaned by the pet owner. Failure to do so will result in a minimum \$50.00 fine.
7. Pets are not allowed in any flower bed or landscaped area. Violators are subject to a minimum \$250.00 fine.
8. No exotic animals of any kind.
9. Guests may not bring a dog onto the property that violates the weight limit and are subject to all Rules & Regulations, not just the pet rules in this section, and to the same extent of an owner or resident. It is the responsibility of an owner or resident to inform his guest(s) of any and all applicable rules.
10. Anyone who has a pet shall complete and return to the Board Secretary an animal registration form prior to bringing said pet into a unit or on property. Refusal or failure to provide said form shall result in a minimum fine of \$25.00 per day until the form is provided.

### E. GATE ACCESS

1. Each owner or tenant must be assigned a gate code from the Association.
2. Owners/tenants are not to share their remote, drive-in gate code, the walk-in gate code, or any other code including, but not limited to, the laundry room code or basement code with anyone. Violations of this rule shall be a minimum \$150.00 fine.
3. If having larger numbers of guests while renting the clubroom, a party code may be obtained from the Association specific to the event which may be given to participants and deleted after use.
4. No one may give any code to contractors or service providers. Same must be buzzed in by the unit owner/renter by utilizing the gate phone or temporary code may be assigned by the Association.

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5. The vehicle gate shall not be used for foot traffic. Persons on foot shall use the walk gate. Violations of this rule will result in a minimum fine of at least \$50.00 per occurrence.

### F. CLUB ROOM

1. The Club Room may be reserved by contacting the Board. Fees are applicable.
2. No pet or animal shall be brought into the laundry room, weight room, or club room.
3. The Club Room cannot be rented without a unit owner signing a rental agreement contract. In the event a non-owner resident wishes to rent the clubroom, both the resident and the associated owner shall sign said contract.
4. Nothing shall be added to the aquarium. No feeding the fish. No one shall attempt or take anything from the aquarium. No one shall open the lids or touch the water. Anyone violating this rule is subject to a minimum \$500.00 fine.

### G. CAR WASH AREA

1. A car washing area is provided on the Southside of the 57 building.
2. All hoses are to be turned off after use.

### H. MISCELLANEOUS

1. Quiet hours are as follows: Sunday evening through Thursday: 10 pm to 7 am, and Friday evening through Sunday morning 12 midnight to 8:00 am. No construction, remodeling or excessive noise during quiet times.
2. Littering carries an automatic minimum \$100.00 fine per item, per day until said litter is removed.
3. No one may place appliances, furniture, construction waste, and the like in any dumpster. Placing trash or anything around the dumpsters is prohibited. Violators will be automatically fined a minimum of \$100.00.
4. Refusing to follow the rules or the directives of the Board will result in a punitive fine above any fines normally associated with the underlying offense.
5. Unit windows must have white two-inch blinds. No shutters or shades are allowed. No other window treatment may be utilized between the interior of the room and the window itself.
6. Decorative lighting may not be strung about unit windows.
7. No "For Sale" or "For Rent/Lease" signs may be posted in unit windows or on the property. Signs on the island across the street from the gate are against city ordinance and will be removed. Owners may list units for sale or lease and provide a link to web information via the Association's web page.
8. No signs, banners, or the like are allowed in windows.
9. Roof access is by Board permission only. Absent emergency situations, a minimum 24 hour notice is required for an authorized provider to gain access.
10. Walkways facing the parking lot may not contain any items other than a doormat.
11. Plants and furniture on balcony areas must not obstruct walkways.

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12. Any plants on balcony areas must have water collection dishes underneath the plant.
13. Nothing may be hung from awnings, railings or the like.
14. Bags of garbage, trash, cigarette butts, and the like are prohibited from being left on window seals, in walkways, breezeways, and on balcony areas.
15. Tobacco/Tobacco Replacement Products: Smoking cigarettes, cigars, pipes, tobacco/vapor products, e-cigarettes, or any other substance or device, and the use of chewing tobacco, snuff, or any replacement/substitute product is strictly prohibited on or about HAI common property to the center of the street and in any condominium unit. Violation of this rule is a minimum \$150.00 fine. If this rule is violated and any prohibited item is discarded on property it will be deemed litter and additional fines will be imposed under applicable litter Rules. Cigarette butts and the like will be individually fined.
16. No bicycles, carts, baby carriages or like items may be kept on balcony areas.
17. Only authorized media service providers are permitted to contract on the premises. For a current list of authorized service providers visit the Association web page at [www.hanovercircle.info](http://www.hanovercircle.info).
18. Carts: the carts provided by the Association for transporting groceries or other items to and from units must be returned after use to the covered area where stored. Carts may not be kept in individual units or taken off of the premises.
19. Smoking is strictly prohibited in the elevator, laundry room, basement, and exercise room. Smoking in any of these areas will result in an automatic \$250.00 fine.
20. Anyone who puts graffiti on this property is subject to a minimum \$500.00 fine.
21. Anyone who alters a sign, or writes on anything on this property is subject to a minimum \$500.00 fine.
22. The fountain and fountain basin in the front gate flower bed shall not be touched, gotten in, stood in or on and nothing shall be added to the fountain, fountain basin, or the like. Putting change in the basin is a violation under this rule. No one shall attempt to or take anything from the fountain or fountain basin. Anyone violating this rule is subject to a minimum \$500.00 fine.
23. The elevator is a passenger elevator only. No furniture or appliances may be brought into the elevator. Association provided carts are allowed. Care must be taken when placing items on the cart to assure that they will not scrape the inside cage of the elevator. Only items that actually will fit on the cart and not cause damage to the cage may be placed on the cart. This applies to everyone: owners, residents, delivery persons, and movers. Owners and Residents shall notify movers and delivery persons not to use the elevator and will be responsible for their failure to do so. Violation of this rule is subject to a minimum \$250.00 fine.
24. Residents are to dispose of his/her trash in the dumpsters in the parking lot. Placing trash in other containers/areas will result in a minimum fine of \$50.00.
25. Anyone who turns a light on or uses a ceiling fan in any area shall turn said light and/or fan off upon leaving said area.
26. All condominium units shall have an approved louvered door as the entrance door to the unit. Said louvered door is to have brass hardware. Said door shall have brass numbers placed on the top center of the door indicating the unit number. This

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- rule shall automatically update to reflect the make/model/style of the brass hardware and numbers that are approved. It is highly recommended that the owner check with the Board prior to replacing the door, the hardware, or the numbers to make sure the correct make/model/style is purchased. Anyone removing a louvered door or replacing a door with a non-approved make/model/style shall be fined a minimum \$250.00 and shall remove the non-approved door and install an approved louvered door at the unit owner's expense.
27. Anytime a change in ownership is made that requires a deed to be executed or a conveyance is made regarding a unit, the owner shall provide a copy of said deed along with a completed transfer of ownership form to the Board Secretary within 30 days of the event that triggered the change/conveyance. If the result is a member leaving HAI or a new member joining HAI, Rule H31 also applies. Refusal or failure to provide said deed, form(s), and/or notice, within the 30 day period as required herein, shall result in a minimum fine of \$25.00 per day until the deed is provided.
  28. Anyone who resides in a unit shall complete and return to the Board Secretary a resident information form prior to residing in a unit. It is the responsibility of the unit owner to ensure a resident information form for every occupant for his/her unit is completed and placed on file with the Board Secretary. Unit owners are to inform the Board Secretary, no later than the date the resident vacates when a resident has vacated the property. Refusal or failure to provide said form shall result in a minimum fine of \$25.00 per day until the form is provided or until notice is given to the Board Secretary of the vacated tenant.
  29. Balcony areas shall not have umbrellas on them or an umbrella affixed to anything. Anything placed on a balcony or any common area is subject to Board approval and if the Board deems said item(s) unsightly or otherwise instructs an owner/resident to remove an item(s) said item(s) shall be removed immediately. Failure to remove an item after being told to do so shall result in a minimum fine of \$25 per day until compliance is achieved. The Board may remove and discard any item(s) from any common area that is not removed after the owner/resident has been instructed to remove said item(s) and said owner/resident has refused or failed to remove said item(s). Any owner/resident who places item(s) in any common area that is disapproved by the Board consents to the Board's discarding of said item(s) and waives any and all claims for conversion or negligence against the Board or its Agents should the Board elect to discard said items that have not been removed by the owner/resident as directed.
  30. Owners/Residents wishing to contract for media services including but not limited to cable (television and/or Internet), satellite services, phone or the like shall only contract with service providers that are approved by the Board to conduct business at Hanover. Owners/Residents must consult the Association's website for a current approved list of such providers. No other providers are allowed on Hanover property. No cables, wiring or other such devices/equipment may be installed on Hanover property except by Board approved providers.

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31. Anyone who touches, affixes anything to, obstructs the view of, tampers with, or otherwise causes any damage or hinders the operation or view of any security camera on the property will be subject to a minimum fine of \$500.00.
32. Children must be accompanied by an adult at all times in any common area.
33. When fines or other charges are assessed against a unit, unit owner, resident, or anyone, payment must be made within fourteen days.
34. No one shall paint or spray paint anything in a common area. Violations of this rule are subject to a minimum fine of \$100.00 and the offender will be required to pay to restore the area damaged.
35. Walkways, window sills, and stairwells on the parking lot sides of the buildings are not balcony areas and are not to be used to congregate, "hang out," and/or sit, or talk on the phone.
36. Each unit may have up to two guests in any common area. Any guest(s) must be accompanied by a resident and/or unit owner when in common areas. All common areas are for the exclusive use of residents and his/her guest(s). Violations of this rule are subject to a minimum \$50.00 fine.
37. Anyone who desires to listen to music, watch video, etc. in a common area shall only do so by the use of earphones/earbuds. It shall be a *per se* violation of this rule if sound can be heard coming from said earphones/earbuds.
38. Headings within the Rules are for convenience and in no way are to be construed as limiting the applicability of a Rule(s) to only that area of the property or subject matter.
39. Common areas shall not be used to play sports, horseplay, or the like.
40. Louvered doors shall remain closed when not in use for ingress, egress, or loading/unloading.
41. Defeating a security measure, or the attempt to do so, and/or climbing over on any gate, fence, or the like is strictly prohibited. Violations of this Rule will result in a minimum fine of \$100.00 per offense.
42. Front facing units shall not hang anything on the louvered door except holiday wreaths for a limited time for recognized holidays subject to Board approval. All door decorations regardless of this rule are subject to Board approval and may be subject to removal at the discretion of the Board.
43. Leases for occupancy must be for a term of six (6) months or more. Leases less than six months violate HAI's prohibition against non-residential use. Any owner attempting to circumvent this requirement will face potential fines and the possibility that a bond may be required to ensure future compliance, and/or may face appropriate legal action.
44. For the purposes of HAI's rules and governing documents, a guest includes any individual occupying/staying in a unit for less than six months, any individual who is staying/residing in a unit for an unspecified time frame, and/or any individual who is occupying/staying in a unit who is not the record unit owner and is not residing in the unit pursuant to a rental lease agreement for which monthly payments are payable/due to the record unit owner for fair market value for six months or longer. This does not prohibit a unit being occupied as a second home by the record unit owner or record unit owner's immediate family member(s), who



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would be considered resident(s) for the purposes of these rules, provided, however, the unit(s) is/are not occupied by other residents.

### I. VEHICLE REGISTRATION

1. Residents must register any vehicle(s) that is/are brought onto the property prior to bringing said vehicle(s) on property. In order to pass registration, said vehicle(s) must meet the vehicle requirements as set forth in § A12 *supra*, any applicable Rules, HAI policies, and any requirements in HAI documents.
2. Resident is required to have Board issued parking decal placed on vehicle(s).
3. A resident who has a guest visiting for seven days or longer or a resident who is in a different vehicle other than a registered vehicle for seven days or longer must contact the Board Secretary and obtain a temporary parking pass.
4. Vehicles in violation of HAI documents and Rules may be towed at the vehicle owner/unit owner's expense, with or without warning.

### J. Construction/Repairs/Licenses/Insurance

1. Clothes washing machines and clothes drying machines are allowed to be installed in a unit but must have the written permission of the Board of Directors. Any such installation must comply with the rules and guidelines established by the Board of Directors. Failure to do so subjects the unit owner to the \$2500.00 fine for unauthorized construction. General requirements are:
  - a. Electrical fuse box must be replaced by a licensed and insured electrician with a breaker box.
  - b. All plumbing required must be done by a licensed and insured plumber.
  - c. If the machine is to be in an enclosed area, a louvered door must be installed to allow proper ventilation for the equipment.
  - d. Dryer vent must be installed and run in the same manner as all other units.
  - e. If structural alterations are required to install the machines, a contractor already approved by the Board of Directors must be used or a pre and post structural engineering report will be required by a construction engineer of the Board's choosing. Any costs associated with the engineering report will be paid by the owner to the Board for pre-payment to the engineer. The owner(s) agree that the Board will be entitled to a copy of the report as the "client."
2. In the discretion of the Board, if a structural/construction engineer or other such expert is needed, the Board of Directors will hire said professional(s) and at the Board's choosing and a pre and post report will be required. Any costs associated with the report(s) will be paid by the owner responsible to the Board for pre-payment to the professional(s).
3. Any construction in any unit that is structural in nature and is more than cosmetic requires prior written approval of the Board. Violators will be automatically fined \$2,500.00 per occurrence, regardless of the care taken in the construction/repair.

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4. Owners with a wall mounted HVAC unit who decide to replace said unit must install a Bard wall mount unit. Currently this is model number W24H2-A08. All wall mounted HVAC units shall have a compressor jacket installed to further reduce noise; current part number is 8002-012. Further, each unit must have a drip pan installed. Check with the Board for the exact style drip pan allowed. When newer replacement models are manufactured, those new model numbers will automatically become applicable and required under this Rule. To reduce compliance issues and unnecessary replacement cost if the wrong unit is installed, it is highly recommended that the owner check with the Board prior to HVAC replacement to verify the correct model.
5. Anyone brought onto Hanover Association, Inc. property to do any repair, install, or work of any kind that is required to be licensed by the State of Alabama or any other recognized licensing authority shall furnish a copy of said license to the Board Secretary. In addition, said person is to have his/her insurance company add Hanover Association, Inc. as a certificate holder and send a certificate of liability insurance to the Board Secretary. Both documents must be received prior to any work being performed. Failure to do so, regardless of whether or not said person is actually insured and licensed will result in the Board imposing a \$250.00 fine or taking other action it deems appropriate. The Board of Directors reserves the right to restrict providers from working on property regardless if it deems that it is in the best interest of the Association and property. Violation of this rule will result in a minimum fine of \$250.00 per occurrence and per person/company allowed to work in violation of this rule.
6. Periodic inspections of units to help ensure water leaks are discovered and addressed will be performed by HAI or its agents. An owner's failure to provide reasonable access to inspect his/her unit as required under this rule, will be fined daily until compliance is achieved. Any and all other remedies, including but not limited to, court action, foreclosure, and the like may be taken.
7. Periodic inspections of each unit's water heater will be performed by HAI or its agents. A record will be kept as to the age of each tank water heater. When a tank water heater, based upon the serial number or other identifying information, becomes 10 years old, it shall be preemptively replaced in order to minimize water heater leaks and failures that result in damage. An owner may have a tankless water heater installed and avoid the 10-year replacement requirement. Other requirements, which may change from time to time, may be established and required. Currently such requirements are a water heater pan and an audible, approved, moisture/water alarm. Access to the water heater must be maintained that allows for instant access. No panel or façade, or the like may be screwed, nailed, or otherwise affixed such as to impede access to the water heater. Owners shall contact the Board Secretary prior to replacement for approval and a listing of requirements. An owner's failure to provide reasonable access to inspect his/her water heater and/or failure to replace as required under this rule, will be fined daily until compliance is achieved. Any and all other remedies, including but not limited to, court action, foreclosure, and the like may be taken.

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8. Owners should leave a key to each unit on file with the Board. If the Board of Directors needs access to a unit for an emergency situation, the owner will be responsible for any and all costs and damage affiliated with the Board gaining access. It is important to remember that this key is for the Board's use-not to open the unit for tenants or contractors.

### K. OWNER ACCOUNTS

1. The regular annual assessment, paid monthly, is due on the first day of each month and is delinquent after the tenth of the month.
2. A late fee of \$25.00 will be added to any account that is not paid by the tenth.
3. Late payments and balances are subjected to 15% interest.
4. The Association charges the maximum amount allowed under Alabama law for a bounced check or insufficient funds.
5. Any bank fee(s) that is/are applicable is also added to the account.
6. Regular assessment payments Monthly dues are to be paid in advance.
7. Anyone who becomes two months behind or greater will have the remainder of the fiscal year's assessment accelerated and said amount will be due immediately.
8. Foreclosure on a unit for nonpayment of monies owed may occur. Additionally, restrictions on the use of common areas and all other remedies allowed by law and HAI documents may be imposed.
9. Owners shall not contact HAI's agents or third party providers. Any necessary communication shall be made directly to HAI's Board of Directors. Any charges incurred by HAI for an owner violating this Rule will be billed to the respective owner(s)' account(s) and due immediately. When necessary in the Board's discretion, fines and other remedies may be imposed and used to address defiant owners who refuse to abide by this Rule.
10. Unit owners shall be charged all costs, including but not limited to, postage, envelopes, copies, attorney fees, lien preparation, filing fees, and the like which are incurred as a result of the owner or the owner's tenant or guest(s) violating Association rules, governing documents, and or law. Copies will be charged at the same rate as the Jefferson County Probate Court charges. All charges shall be billed to the account of the unit owner and paid within 14 days. Any and all additional charges incurred by HAI, or by its agents and providers, to specifically address a matter involving an owner, resident, guests or otherwise associated with an individual unit, will be billed to the respective owner and due immediately. In the discretion of the Board, if a sergeant-at-arms or security guard is needed when addressing problem owners, tenants, or guests and charges are incurred for said services, all charges will be billed to said owner(s) and due immediately.

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### L. FINES

Hanover Association, Inc. has implemented a detailed fine structure for violations of the adopted rules of the Association. Unless otherwise noted, a violation of the above rules may carry a minimum fine of \$25.00. Rules and fines are subject to change/modification. Please refer to the Association's web page for updates.

Violations of the Declaration, By-Laws, and/or Rules & Regulations of Hanover Association, Inc., and/or any applicable Federal, State or municipal law shall be addressed by its Board of Directors. Nothing in this paragraph shall restrict the authority of the Board of Directors to address any matter as it deems appropriate or to restrict the Board of Directors from exercising other powers as enumerated in any applicable document or Alabama Law and/or municipal ordinance. This paragraph is for clarity and is a general guide. If a particular Rule & Regulation enumerates a specific fine amount for its violation, then if the Board of Directors finds a violation of its aforementioned documents and/or applicable law to have occurred, said fine amount will be imposed. Upon subsequent violations of the provisions and/or applicable law, said fine amount will be doubled. If a Rule & Regulation, Declaration provision, or By-Laws provision does not enumerate a specific fine amount and/or for multiple and/or repeated violations of the same Rule & Regulation, Declaration provision, By-Laws provision, or violation of applicable law, the Board of Directors, in its discretion, may assess any fine, bond, restriction, or take any other action it deems necessary to properly address the matter and the remedies available to the Board shall be cumulative. Nothing herein shall be construed as to limit the ability of the Board to exercise one or more of the sanctions or remedies available under the governing documents and/or Alabama law.