

# HIGH TIDE ASSOCIATES

Real Estate Services • Brokerage • Regime & Association Property Management

## THIS FORM IS FOR MARINERS COVE CLUB

### Association Dues

## AUTHORIZATION AGREEMENT FOR DIRECT PAYMENTS (ACH DEBITS)

**ALL DIRECT DRAFT TRANSFERS WILL BE DRAWN ON OR AROUND THE 10TH OF THE MONTH OF WHICH IT IS DUE.**

I (we) hereby authorize High Tide Associates (HTA), hereinafter called **COMPANY**, to initiate debit entries to my (our) checking or savings account indicated below at the depository financial institution named below, hereafter called **DEPOSITORY**, and to debit the same to such account. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

#### Your Banking Information:

Depository Name: \_\_\_\_\_ Branch: \_\_\_\_\_  
(Bank Name) (Location)

City: \_\_\_\_\_ State: \_\_\_\_\_

Routing Number: \_\_\_\_\_ Account Number: \_\_\_\_\_

Checking Account \_\_\_\_\_ Savings Account \_\_\_\_\_

This authorization is to remain in full force and effect until **COMPANY** has received written notification from me (or either of us) of its termination in such time and in such manner as to afford **COMPANY** and **DEPOSITORY** a reasonable opportunity to act on it.

If you wish to stop direct draft you must notify High Tide Associates in writing, including the date you would like the services to be discontinued.

#### Your Personal Information: (Please Print)

Account Number (Example: ABC1234): \_\_\_\_\_

Name(s): \_\_\_\_\_

Phone Number: \_\_\_\_\_ day \_\_\_\_\_ evening

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE ATTACH A VOIDED CHECK TO THE BOTTOM OF THIS AUTHORIZATION FORM**

## High Tide Associates

55 New Orleans Road Suite 211 Hilton Head, SC 29928

Scott Connal, Association Manager, 843-816-6482 [scott@hightideassociates.com](mailto:scott@hightideassociates.com)

### PET REGISTRATION FORM

Your Association Bylaws require registration with the Association of all pets. Please complete a Pet registration Form for each pet being registered.

- Please complete the entire Pet Registration form, sign and date.
- Attach a recent photo of your pet and a copy of the pet license (if applicable).
- Mail entire packet to Property Management at the address listed above.

Type of Pet: \_\_\_\_\_ Pet Name: \_\_\_\_\_  
Color: \_\_\_\_\_ Weight: \_\_\_\_\_  
Breed: \_\_\_\_\_ Distinctive Markings: \_\_\_\_\_  
\_\_\_\_\_

*Please be aware that all dogs 4 months and older are required by South Carolina State Law to be vaccinated for rabies. Please attach a copy of your pet's current vaccinations.*

Is your pet licensed?       Yes       No       Not Applicable

Is your pet vaccinated for rabies?       Yes       No       Not Applicable

I have read and agree to keep my pet in full compliance with the Association Bylaws, Rules and Regulations. I understand that, for sanitary reasons, I am responsible for the IMMEDIATE collection and proper disposal of all fecal matter deposited by my pet any place in the Commons area. The Association may charge a reasonable additional assessment as permitted in the By-laws if fecal matter is not properly cleaned-up. I will notify the Association in the event of any change in this registration.

Owner/Renter Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Unit #: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Office/Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

2. Renters shall fill out an emergency information sheet to be submitted to the Board and the Property Management Company. The Board needs to be made aware of who is staying on the property during a hurricane or in case of evacuation or emergencies. *Please find the form on our web site.*
3. Renters will report maintenance needs to the owners who in turn will get in touch with The Property Management Company.
4. BOD and the Property Management Company will only deal with owners to resolve issues and renters are to comply with those decisions.

#### COMMERCIAL BUSINESS ACTIVITY / SERVICE PERSONEL

1. No one shall operate a commercial business out of Mariners Cove Club, or be allowed to store such equipment on the property that is for commercial use. \$75 fines will accumulate on a monthly basis for non-compliance and the IRS will be informed of such practices.
2. Interfering with service personal while performing their jobs on MCC property is prohibited. Inappropriate or rude behavior reported or witnessed to our service people will not be tolerated and subject to fines.

#### MARINERS COVE CLUB BY LAWS/RULES AND REGULATIONS

1. Owners are responsible for reading and understanding the MCC By-Laws and the Rules and Regulations.
2. Owners are responsible for supplying copies of the Rules and Regulations and By-Laws to their renters.
3. The MCC BOD reserves the right to address issues not covered in this document subject to, but not limited to, the safety, health, environmental issues and endangerment of all residents of the Mariners Cove Club Community. It is understood that the BOD and The Property Management Company will enforce these policies in the best interest of MCC at all times.

***To be used as a tab on the website, not as a part of the rules and regulations***

#### SUGGESTIONS FOR OWNER PREVENTATIVE MAINTENANCE

##### HVAC

- Change filter every three months
- Clean dirt/dust around furnace/condensing units
- Clear drain lines every 3-6 months. Use algae tablet to prevent buildup
- Clean exterior/interior coils
- Arrange for professional service twice a year
- Check Coastal Area life span for your unit

##### WASHING MACHINES

- Use only flexible hoses

1. Default of payment for 90 days or more will result in having to pay the entire 12 month amount, plus past due assessments

#### RENOVATIONS, MODIFICATIONS, ALTERATIONS, ADDITIONS

1. Any of these that affect the common and limited common areas must be approved by the MCC BOD, such as extension of decks, modification of balconies, addition of gutters, hardscapes, fencing and landscaping outside of owners gated area which is MCC property *(to name a few)*
2. Exterior building paint colors must be uniform for doors, trim, gutters and newly installed sliders. Acceptable Slider replacement for the importance of uniform appearance to the complex: Bronze only for visible sliders that face the parking lot and either white or bronze for sliders facing the water.
3. Extensions of decks must not go beyond the privacy fences and consideration of erosion to the property and access for maintenance to perform services will be considered in these decisions.
4. These projects must comply with the building codes and laws of Beaufort County and permits submitted to the Property Management Company.
5. All projects must be submitted prior to the beginning of the said projects! **THE BOARD WILL HALT OR REMOVE UNAPPROVED PROJECTS**

#### TENNIS COURTS, POOL and AMENITIES REGULATIONS

1. The Pool, Dock, and Tennis Courts to be used by owners, renters and their guests only. Guests are to be accompanied to the pool by the residents and guests using the tennis courts must identify themselves by unit number and owner. Offenders will be asked to leave
2. Tennis courts are reserved exclusively for playing tennis or pickle ball. Children are not allowed on the tennis courts for any type of play other than tennis or pickle ball and must be supervised by an adult.
3. Tennis court gate to be locked at all times/ask a board member for a key if you are a frequent user.
4. Children under the age of 13 are not allowed in the pool area unless accompanied by an adult.
5. The pool area is open at 8AM and closed at 10 PM, hours may be adjusted due to daylight savings time
6. Glass containers are not allowed in the pool area
7. The life rings, hook and rope at the pool and dock are to be used for emergency purposes only.
8. Pool furniture is to be left in the pool area and not removed for any purpose
9. Showering is suggested before entering the pool. Suntan oils, lotions and body oils disrupt the chemical balance in the pool and can cause the pool to be closed until the proper balance is achieved
10. No excessive noise, horse play or running is allowed in the pool area.

#### KAYAKS, BOATS AND TRAILERS

1. A copy of boat registration and current tax receipt must be on file with the Property Management Company
2. No vessels over 26 feet (class1) moored at MCC Dock due to the size and structure of the dock.

## PETS

Failure to comply with any of these rules will result in a written notice, a \$75 fine charged to the owner's regime fee on a monthly basis until corrective measures have been taken, and under South Carolina Law, removal of the pet from the premises could occur.

1. Waste: Persons who walk pets are responsible for immediately cleaning up after them and discarding securely bagged pet waste in the provided pet stations on the property. Two doggie stations are available with pet relief bags. Courtyards, balconies and decks are not to be used for pet waste and if this occurs should be immediately disposed of and sanitized. If this occurs and becomes a public health hazard, management will step in and the owner will be charged for the cleaning expense. Always pick up any excrement before hosing the area off, as it will wash into the common areas and your neighbor's yard, causing an odor and a health hazard.
2. Pets must be leashed at all times when outside a Unit, pursuant to Beaufort County Ordinances. If extendable leashes are used, dog caregivers must remain close enough to the dog to keep the dog under firm control. You MUST always have your dog under control.
3. Do not leave your pet unattended on patios, balconies or courtyards.
4. Pets must not be allowed to roam free or be tethered in common areas. Cats are not allowed to run loose.
5. South Carolina Law forbids pets in the swimming pool and within fenced in area. Pets are not allowed in the tennis court area with the exception of certified service dogs. If numerous complaints occur and no corrective measures have been taken by the owner of the offending pet, under South Carolina Law, the management retains its right to remove the pet from the premises.
6. Noise/Nuisance: no pet shall be allowed to become a nuisance or create any unreasonable disturbance. Pets whose unruly behavior causes personal injury or property damage, or who make noise continuously and incessantly will be fined. First a written warning, then a \$75 fine with potential removal of pet if warranted; county or police may be called to notify owner and also impose a fine.
7. Use designated pet areas to walk dogs whenever possible – refer to map on guard shack bulletin board.
8. If possible, pet owners should display a pet (i.e.: one dog & one cat) sticker on the bottom of the outside door indicating pets inside in case of emergency
9. Pets are limited to two per unit, dogs not to exceed 75 pounds. Owners and Renters are to register their pets with the property management company – *Please find the form on our web site regarding breed, weight, etc.*

## COUTYARDS, PATIOS, BALCONIES, AND LIMITED COMMON AREAS

1. Each resident is responsible for the upkeep of their dry yards, gutters and courtyards
2. Satellite dishes are not permitted on roofs, balconies, decks, courtyards or limited common areas
3. Bird feeders, except for humming bird feeders, are not allowed – they attract rodents and critters
4. Firewood and kindling is not to be stockpiled in courtyards, patios, decks or anywhere on common grounds. Purchase and use firewood within a reasonable amount of time or purchase Enviro or Duraflame logs. Wood piles attract snakes, termites, bugs and critters defeating the purpose of having an exterminator.
5. Individualized irrigation systems must be maintained - Any damage created by said systems are the responsibility of the unit owner

STATE OF SOUTH CAROLINA     )  
  )  
COUNTY BEAUFORT             )     RESOLUTION AND CERTIFICATE OF  
  )     AUTHENTICITY OF RULES & REGULATIONS  
  )     FOR Mariners Cove

WHEREAS, Mariners Cove Horizontal Property Regime ("Mariners Cove"), is a non-profit corporation in good standing, organized for the purpose of administering the property known as Mariners Cove, as more particularly identified in the Covenants and Restrictions for Mariners Cove, dated March 9, 1973, recorded March 22, 1973 in the Office of Register of Deeds for Beaufort County, South Carolina in Book 207 at Page 1401.

WHEREAS, the South Carolina Homeowners Association Act, S.C. Code Ann. §27-30-110 et seq. ("SCHAA") mandates the Mariners Cove's rules, regulations, and amendments to rules and regulations be recorded with the ROD,

It is therefore resolved and certified:

1. That pursuant to the authority granted to it in the Declaration, and the Bylaws of Mariners Cove attached thereto, the Board of Directors of Mariners Cove (the "Board") duly adopted certain Rules and Regulations governing various administrative matters within Mariners Cove September, 2000 which are attached as Exhibit "A".
2. That these Regulations are in full force and effect and shall remain so until such time as the Board may, in its discretion, file with the ROD an amendment, restatement or revocation thereof.
3. That the undersigned is the duly appointed Secretary of Mariners Cove and as such, has the requisite knowledge and authority to execute this instrument on behalf of the Board and to record these Regulations in accordance with the SCHAA.

So Certified this 30 day of SEPT, 2020.

Witness [Signature]  
Cynthia N. Horne  
Witness/Notary

Mariners Cove

By: [Signature]  
MOC, Its Secretary  
Elizabeth W. Hahn

I, Cynthia Horne do hereby certify that Elizabeth Hahn Secretary of Mariners Cove HPR, appeared before me this 30 day of September 2020, and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal this 30 day of September, 2020



Cynthia N. Horne  
NOTARY PUBLIC  
State of South Carolina  
My Commission Expires  
August 28, 2029

[Signature]  
Notary Public of South Carolina  
My Commission Expires: 8/28/29

**Pest Control:**

Service by Orkin is on the 4<sup>th</sup> Monday of each month.

**Refuse:**

Please dispose of your properly bagged household garbage in the cans located in your courtyard. Serviced on Tuesdays and Fridays.

**Pets:**

Please use Doggie Stations posted on the common areas. As common courtesy, please curb your pet(s). The law requires that all pets be on a leash when outside the unit. Please be aware of the town CODE OF ORDINANCES. A pet walking area is located alongside the tennis courts.

**Unit Leaks:**

Report all leaks to High Tide Associates immediately!

**Rules & Regulations:**

Rules and regulations are developed to assist in the upkeep of a safe and enjoyable community. Please read the Rules and Regulations of the community. Any questions or concerns please contact High Tide Associates.

**Helpful Numbers:**

1. HHI PSD I (Water) 843-681-5525.
2. Palmetto Electric (Electric) 843-681-5551.
3. Time Warner (Cable, telephone and internet) Toll Free: 866-913-7989, Account # 001 390 086036101
4. Hargray 843-686-5000.
5. Beaufort County Sheriff's Office 843-785-3618.
6. Bluffton Fire Department 843-757-2800
7. Hilton Head Hospital 843-681-6122.
8. Beaufort Animal Control 843-846-3904.
9. After-hours emergencies concerning your unit 843-683-0968

**Hurricane Preparedness:**

Please visit the Town of Hilton Head website [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov) or Beaufort County website [www.bcgov.net](http://www.bcgov.net).

**Insurance:**

The regime insurance company is Coastal Plains Insurance of The Low Country. For certificates of insurance, please call 706-3006. The regime insurance is for catastrophic conditions, which is included in your monthly regime fee. Owners are responsible for obtaining contents insurance, known as an HO6 policy. Please see the attached for additional information. It is highly advisable that owners require their renters to obtain their own renters insurance! (Note that only long-term rentals are allowed)

Revised 2021

Unit Keys:

It is very important for us to have a key to your condominium. Please be assured that we have a key control policy in place. It is required that TWO keys of your unit be on file with High Tide Associates IN CASE OF A MAINTENANCE EMERGENCY and to provide scheduled pest control.

*Please bring or mail two keys to:*

*High Tide Associates  
55 New Orleans Rd, Suite 211  
Hilton Head Island, SC 29928*



*Mariners Cove Club*

# **Pest Control Schedule 2023**

Inside and Outside service every month

Fourth Monday of Each Month

**January 23**

**February 27**

**March 27**

**April 24**

**May 22**

**June 26**

**July 24**

**August 28**

**September 25**

**October 23**

**November 27**

**December 18 (3<sup>rd</sup> Monday)**