

Exhibit C

RECEIPT

The undersigned acknowledges the receipt from The Villas at Hickory Hills, LLC. of the Community Policies and Guidelines.

THE VILLAS AT HICKORY HILLS, A CONDOMINIUM

Received this _____ day of _____, 200__.

COMMUNITY POLICIES AND GUIDELINES FOR THE VILLAS AT HICKORY HILLS

These guidelines have been set forth to expand upon and detail the information found in the Condominium Declaration and Bylaws under which The Villas at Hickory Hills Condominium Association operates. All residents are asked to support these Policies and Guidelines in order that the community will be a more attractive and harmonious place to live.

1. **Personal Property.** All personal property, such as lawn chairs, bicycles, tables, etc., must be kept inside the patio or porch area or the garage. Personal property maintained within the patio area may not be visible above the patio fence, with the exception of patio furniture that was constructed and sold for outdoor use, patio umbrellas and grills. Nothing may be hung or displayed, nor may signs, awnings, canopies, shutters, antennae or satellite dishes or any other device or ornament be affixed to or placed upon the exterior walls, doors, fences or roof without prior written approval of the Board of Directors.
2. **Decorative Items.** Until such time as the Board of Directors has been elected and minimum guidelines for decorative items are established, display of any of the following is not allowed: wreaths (door or wall), bird feeders or bird baths (tree-hanging or freestanding), exterior flower/plant pots, garden hose hangers, ground/landscape lights or stepping stones, wall plaques, windsocks/wind chimes/decorative flags.
 - 2.1. **Holiday Decorations.** Christmas lights and decorations are permitted to be placed in or on the Limited Common Elements and/or on building exteriors provided the decorations do not damage the Limited Common Elements, building, gutters or siding. They may not be displayed before Thanksgiving Day, and must be removed by no later than January 15th of the following year. Other holiday decorations are permitted under the same guidelines, and may not be displayed more than one week before or one week after the holiday.
 - 2.2. **The American Flag.** The American Flag may be flown or displayed at anytime following normal flag protocol.
3. **Flowers; Landscape Plants.**
 - 3.1. **Flowers.** Flowers may be planted inside the patio fence or directly outside the patio fence or screened porch in the existing mulched area. Flowers are not permitted around any tree. Only annuals which will not exceed the height of the patio fence shall be used. Maintenance of the flowers is the responsibility of the resident and dead annuals are to be removed at the end of the season. Annuals which are not maintained during the growing season may be removed by the grounds keepers and the cost for removal will be billed to the resident.
 - 3.2. **Landscape Plants.** Any planting of new shrubs outside the patio area must receive advance approval. Additional landscape plants which may be considered will be of a species already in use in the community and which, at maturity, will be compatible with the existing plant material. Any new planting beds will be limited in size by the Board of Directors. New beds must be mulched with matching hardwood. New plants will become the property of the Association, who will provide future mulching, pruning and fertilization. However, should any one of the plants die, the resident is responsible for replacement.
4. **Prohibited Items.** The following items will be strictly prohibited in any Common Elements of the Condominium Property: any type of yard sign, statue, statuette, yard or lawn ornament, artificial flowers, ornamental rocks or stones, cypress mulch, swing sets, mounted hose reels, laundry poles or clotheslines, or other such items. Laundry may not be hung over any patio fence (swim suits, towels, rugs, etc., included).
5. **Exterior Alterations.** No alterations, additions, fences, walls, patios, decks, etc., may be made to the exterior surface of the building, nor may any trees or shrubs be planted, transplanted or removed without prior written approval of the Board of Directors.

- 5.1. Patio Gates. Patio gates may be installed at the resident's expense (i) using only the approved design and specifications and (ii) after obtaining approval from the Board of Directors.
- 5.2. Storm Doors. Storm doors may be added at the resident's expense (i) using only the approved design and color and (ii) after obtaining approval from the Board of Directors.
6. Windows and Window Coverings. All window coverings, whether draperies, blinds (vertical or horizontal) or valances must be white, off-white, light beige or light gray on the exterior side.
7. Signs. Nothing may be hung or displayed from inside the windows except professionally prepared "For Sale" and "For Rent" signs or security system decals, which shall be limited in size and number. Realtors may be utilized to resell your home; however no real estate signs are permitted in any windows or common areas.
8. Animals. No more than one household domestic pet, not bred or maintained for commercial purposes, may be kept in any one home. Pets shall be limited to dogs or cats. However, if an Owner has more than one pet when he or she moves into the Condominium; and, such pets comply with the requirements of the Declaration, a maximum of two (2) pets may be kept by the Owner.
 - 8.1. All animals, when outdoors, shall be maintained on a leash not more than eight (8) feet in length. They shall be supervised by a responsible individual at all times. Such individuals shall be responsible for the immediate clean up of all pet litter.
 - 8.2. No pet shall be tethered outside in the lawn or common area; nor shall any pet be tied to any patio fence.

Pet owners may be fined for violation of these policies, at the rate of \$10.00 for the first offense and \$25.00 for each additional offense. If pets become a nuisance, they may be ejected at the discretion of the Board of Directors.

9. Parking; Vehicles.

- 9.1. No boats, trailers, motor homes, trucks (larger than a 3/4 ton pickup), travel trailers, or any vehicle with commercial advertising may be parked on any street or driveway overnight. Other vehicles used for recreation (van conversions/RVs) not garage-able, will be permitted to park in Limited Common Elements (in front of a garage) for forty-eight (48) hours to allow for loading and unloading. Such vehicles must not exceed twenty (20) feet in length and must not block normal access of other residents. Commercial moving vans, when conducting contract business, and commercial trucks when in the area to perform service or repair work are an authorized exception.
- 9.2. All parking by residents or guests must be: (a) within the garage, (b) in the Limited Common Elements in front of the garage door, (c) in the parking spaces at the clubhouse area, or (d) on the side drive in such a manner so as not to block any other residents access to the garage or street. **PARKING IS PROHIBITED IN THE "TURN-AROUND" AREAS AT THE END OF THE DRIVEWAY.** No vehicle may be parked in the clubhouse parking areas for more than forty-eight (48) consecutive hours. Vehicles parked there for more than forty-eight (48) hours are subject to being towed.
- 9.3. Inoperable vehicles (with flat tires, expired license tags, etc.), or vehicles which cannot be identified as belonging to a resident, which are parked in any Common Elements or Limited Common Elements for more than 48 consecutive hours may be towed off the premises at the vehicle owner's expense. No repair work is permitted on vehicles in Limited Common Elements or Common Elements except for short-term emergency work (flat tire, battery charge, etc.).
- 9.4. No vehicle shall be parked in any manner which blocks any street or driveway, or the ingress/egress to any garage other than the owners. The speed limit within the community is 15 mph. Reckless operation, excessive speed, and parking or driving on the lawn areas is prohibited.

Owners may be fined for violation of these policies, at the rate of \$10.00 for the first offense and \$25.00 for each additional offense.

10. Swimming Pool. The pool is for the exclusive use of the residents and their guests. Any person who cannot be identified as a resident, or who is not accompanied by a resident, will be asked to leave the pool area. The pool rules are:
 - 10.1. All persons using the pool and pool facilities do so at their own risk and sole responsibility. There is no lifeguard.
 - 10.2. All children under the age of 18 must be accompanied by an adult resident age 18 or older.
 - 10.3. Guests are limited to three (3) per household, and must be accompanied by a resident at all times. Guests will be asked to leave if the resident is not present. Pool passes may be required.
 - 10.4. The following are prohibited in the pool area:
 - Animals or pets
 - Glass or other breakable items
 - Running, diving or disruptive behavior
 - Excessive noise, splashing or radios without headphones
 - Private pool parties
 - All rafts and body floats
 - Electrical Devices
 - 10.5. Swimming is permitted only in garments sold as swim wear. Infants must also wear swim suits - no diapers are permitted in the water.
 - 10.6. Lounge chairs or tables may not be reserved and must be repositioned in the order intended (orderly fashion), after use.
 - 10.7. The pool will be open daily from dawn to dusk.
 - 10.8. Wet swim wear is not permitted in the clubhouse lounge area.
 - 10.9. The gas grill is to be operated by adult residents only and cleaned up after use.
11. Community Center (Clubhouse). The Community Center is for the private use of the residents. It is available for rental to residents only for non-profit parties or meetings. The following policies apply:
 - 11.1. A \$175.00 refundable deposit and a \$25.00 rental fee are required. Reservations are granted on a first request basis.
 - 11.2. Children and teenage parties are prohibited.
 - 11.3. The renting resident will have exclusive use of the party room only; the guests may not use the pool or exercise equipment, and the pool may not be reserved for any party. No party items will be furnished by the Association.
 - 11.4. The renting resident is responsible for all clean-up and trash removal. Cleanup must be done (completely) the day of the party.
 - 11.5. Damages to the community center or equipment and any follow-up cleaning done by the Association will be deducted from the deposit. If the deposit is an insufficient amount, the renting resident will be billed for the difference.

12. **Trash Collection** . Trash collection regulations require that trash containers not be set out prior to 5:00 p.m. the day preceding collection, and the containers must be picked up and put away by 9:00 p.m. the day of collection. Only trash containers with lids, or securely tied plastic bags are permitted for trash disposal. All trash for collection must be set out at the main street, next to the curb at the end of the driveway. Trash containers, when not set out for collection, must be kept inside the garage. Residents will be responsible for clean-up of trash spillage from the containers.
13. **Solicitation and Garage Sales**. Solicitation by commercial enterprises is not authorized within the community. In a like manner and due to restricted parking availability, garage sales and tag sales are specifically prohibited, unless approved by the Association as a planned community activity.
14. **Utilities**. Residents are responsible for maintenance and payment of their own gas, electric, cable television, telephone, and for calling to initiate service on the date of possession. Water and sewage utilities are paid for by the Association.
15. In the city of Springfield, it is prohibited for residents living in a condominium building or apartment building with three or more Units to operate a charcoal or LP gas open-flame cooking device within 10 feet of combustible construction. Consequently, grills may only be operated on extended patios or in your driveway area. Refer to Springfield City Code Section 308.3.1 IFC.
16. **Condominium Sales**. Any Owner who sells his or her Unit is responsible for:
 - 16.1. Making certain the Association is aware of ownership changes at the time a closing date is established;
 - 16.2. Making certain all Assessments are current; and
 - 16.3. Making certain new owners receive the Declaration, Bylaws and Community Policies & Guidelines.
17. **Amendments**. These policies and guidelines may be subject to change from time to time at the discretion, and by a majority vote of the Board of Directors.
18. **Clubhouse Rules**

The Clubhouse facility is a non-smoking facility that is open for use by Condominium Owners (Owner) in Good Standing, and their guests, unless the clubhouse has been previously reserved by another Owner. (See Section #11) No one under eighteen (18) years of age is allowed to be in the Clubhouse facility (including the fitness room) without the Owner present. Owners are responsible for their guests at all times. As a community extension to your private living room, the facilities should be treated with the same consideration as a person's own living room:

 - 18.1 No wet bathing suits are allowed in the Clubhouse facility other than in the Rest Rooms.
 - 18.2 No loud or boisterous behavior, running or yelling.
 - 18.3 No playing of excessively loud music or television.
 - 18.4 The kitchen, tables, and other areas must be cleaned up after each use.
 - 18.5 No feet on furniture. Children should not eat or drink on sofas or other upholstered furniture – other than dining room tables and chairs provided for such purposes.
 - 18.6 All Clubhouse equipment and furniture must remain inside the Clubhouse.
 - 18.7 No one under the age of fourteen (14) shall be permitted to use the Fitness Room equipment without the direct supervision of a responsible person.

- 18.8 In the event of an excess demand on the Fitness Room equipment, Owners with guests in the Fitness Room should ask their guests to make room for the Owner.
- 18.9 Turn off all electrical switches (including the lights and television) at the conclusion of your fitness regime.
- 18.10 The Fitness Room door should always be closed when the Fitness Room television is operational.
- 18.11 Persons exhibiting drunk, and/or disorderly behavior, using profanity, slurs, or other types of non-acceptable language, or exhibiting any form of threatening, aggressive, or abusive behavior may be asked to immediately leave the premises (by any Owner). Failure by the offending Owner or their guest to immediately and safely leave the premises may result in police action, and in the suspension of the Owners privileges to use the Clubhouse facilities, at the sole discretion of the Board.