



High Point North Condominium Registration and Lodging Agreement

I have been provided a copy of and will read the High Point North Condominium (HPNC) Registration, Rules and Regulations, Guest Guide and Lodging Agreement. I, my party and my guests agree to comply with the requirements set forth therein, and all local, state and national laws. If I, or anyone in my party, or any of my guests violate any of the requirements, or any local, state or national laws, I understand and agree that High Point North may enter into the unit noted below and, if so ordered, I, my party and my guests will immediately vacate the unit and High Point North property, and not return. I hold harmless and indemnify High Point North, and its employees, if such action is taken.

Entry onto HPN Property indicates I understand and will comply with the terms and conditions of this agreement.

All items in **RED** must be completed.

**All vehicles must be registered: Registration fee of \$40.00 for more than 24 hours
(Additional \$2.00 service charge for credit card transactions)**

Staying in unit # _____ From: ____/____/22 To: ____/____/22

Renting from: Owner or Realtor: Vacasa Holiday Resorts
 Other _____

Insert Name

Guest's Name: _____ # IN PARTY _____

Home Address: _____ City _____ State _____

Contact Number: _____.

Vehicle # 1 Tag # _____ State _____ HPNC Tag #: _____ \$ 40.00

Vehicle # 2 Tag # _____ State _____ HPNC Tag #: _____ \$ 40.00

Vehicle # 3 Tag # _____ State _____ HPNC Tag #: _____ \$ 40.00

Guest Signature: _____ Date: ____/____/____

Any vehicle not registered will be towed at owner expense

Registration fees of \$ _____ CC _____ Cash _____ Collected by _____ on ____/____/____

Registration Attendant:

Please staple the cash received and vehicle registration stubs to this signed Registration and Lodging Agreement.

Welcome to Ocean City and the High Point North Condominium

This Guide has been prepared to make your stay more enjoyable. It provides you and your guests with our rules, regulations and other valuable information. Please read it carefully and keep it in your unit during your stay.

High Point North is a condominium, not a hotel or apartment. Since you have rented a unit from a High Point North Unit Owner, either directly or through a rental agent, High Point North is not a party to your lease. However, we require that all renters be registered and they and their party and their guests comply with our rules as set forth in this guide and posted throughout our building.

For additional security, we have installed 24/7 digital video recording cameras. These cameras are operating throughout our building and our property's common areas.

We want you to have a great time in Ocean City. However, we are also committed to providing a clean and quiet place for families to stay at High Point North. **A violation of any of our rules, or the local state or national law, either by a renter, anyone in their party, or any of their guests, will not be tolerated and may result in eviction.** You must be registered with High Point North and sign the Lodging Agreement attached to this Guide acknowledging these responsibilities.

REGISTRATION AND PARKING

All renters must be registered. There is a \$40.00 registration fee which includes one Vehicle pass and a charge of \$40.00 for each additional vehicle pass. Additional vehicle accommodation is not guaranteed and is subject to space availability. Renters must report to the High Point Condominium lobby on the day of their arrival to register. Registration hours are posted. No privileges (e.g. parking registration, use of facilities) will be extended to any individual unless they are registered. Permits must be hung from the inside rear-view mirror (printed # side facing front). Failure to display a proper permit may result in fines and or towing. Failure to comply will result in immobilization or towing of the vehicle.

Renters must sign the Lodging Agreement attached to this Guide, which acknowledges that they and their guests will comply with our governing documents, rules, regulations and procedures, and may be evicted for violations of any of the documents, rules, regulations or procedures, or local state or national laws.

SMOKING

The town of ocean city prohibits smoking or vaping in any public area, this includes our common areas, swimming pool and the ocean front deck area.

ELEVATORS:

If you are trapped in an elevator, stay calm and press the call button on the control panel this will automatically dial for assistance. Do not try to get out by forcing the doors open; you may be hurt if the elevator is between floors. The safest place for you to be is inside the elevator. Elevators are for the convenience of residents. Under no circumstance are children allowed to play in the elevators. **Any damage, done by accident or deliberate, will result in a \$500.00 fine plus the cost of repairs and permanent eviction from the building.**

PARKING

From May 26th to September 6th, a current year's parking permit is required to park on High Point North property. A parking passes are available when you register during that period at \$40.00 for each vehicle.

Parking Permits must be obtained on the day of arrival.

Parking is available on a first come, first served basis, availability is limited. Spaces are not assigned. Parking is prohibited in areas where designated. Vehicles must be parked so as not to obstruct other spaces. No one is permitted to park in the fire lanes. Handicapped parking spaces by state permit only are strictly enforced. High Point North is not responsible for damage or any loss of property from vehicles parked on High Point North property.

BOATS ~ JET SKIS ~ TRAILERS OR OVERSIZED VEHICLES ARE NOT PERMITTED ON ANY OF THE HIGH POINT CONDOMINIUM PROPERTIES AT ANY TIME OF THE YEAR.

SWIMMING POOL: Please Read all Rules Posted in the Pool Area.

Swimmers Swim at Their Own Risk - There is no Lifeguard.

From 8:00 a.m. to 10:00 a.m. the pool is reserved for adults only. No children are allowed beyond the pool gate during this time.

The hours for all of our residents and guests are from 10:00 a.m. to 10:00 p.m. with no lifeguard (you swim at your own risk). All patrons within the pool area, must be attired in swimming apparel. No street shoes or clothing allowed on decks. The swimming pool and decks must be maintained in a sanitary manner for the protection of patrons. Pool users must wear swimming suits or swimming trunks upon entry into the pool. Clothing such as cut-offs, gym shorts, and underwear is not permitted as swimwear. Swimwear should not have been worn for exercising immediately prior to pool use and must be colorfast and of lightweight material suitable for swimwear, such as Lycra, Spandex, or nylon. Clean T-shirts may be worn for modesty or medical reasons. **For full coverage, apparel must be for swimming only and of light weight material.** Please see the HPN Office for specific details. **Infants and children wearing diapers is prohibited.** If returning from the beach, please rinse off the sand and sun tan oils, before entering the pool. No throwing of balls or frisbees.

No smoking, food or alcohol is allowed in the pool enclosure; nonalcoholic drinks are allowed, but glass containers are not permitted. Pool users are responsible for removing anything brought by them to the pool area.

NOISE, DAMAGE TO PROPERTY

All residents are entitled to the quiet enjoyment of their units and common areas; therefore, at no time should there be excessive noise of any kind, this includes music. Ocean City noise curfew is 11:00 p.m. Any noise audible at a distance of fifty feet from the noise sources is a violation, and punishable by law. This curfew is strictly enforced by High Point North staff and the Ocean City Police. Violators are fined, prosecuted, and may be evicted.

PETS- RENTERS MAY NOT HAVE PETS AT THE HIGH POINT CONDOMINIUMS

BALCONIES

Balconies are for the quiet enjoyment of the residents.

Nothing may be placed on or draped over balcony railings. Balconies must not be used for drying clothing, rugs, beach towels or for storage of items such as bicycles.

Barbecuing or grilling on the balcony is not permitted.

Overnight sleeping is not permitted on the balconies.

Nothing may be thrown, swept, shaken, or otherwise propelled off balconies or walkways. This includes cigarette butts. Damage to vehicles or other units may occur.

BIKES, MOPEDS, SKATE BOARDS, ROLLER SKATES, ROLLER BLADES

Bike or moped riding is only permitted in the open parking lot areas when entering or leaving the property. Their use is prohibited on the walkway, elevators, Oceanside deck and lobby.

Skate Boards, Roller Skates, Roller Blades and Scooters of any kind may not be used on High Point North property at any time. **Use of the parking lot is for vehicle parking only.**

RECYCLABLES- The Town of Ocean City no longer recycles. Please take them with you.

PUBLIC DRINKING

The Town of Ocean City has a law that forbids open alcohol containers in any public areas.

LUGGAGE CARTS- Carts are provided in the main lobby for your convenience. Carts may not be kept in a unit overnight and must be returned to the lobby immediately after use, failure to do so may result in a fine of \$25.00 or eviction.

MOVING IN / OUT

Under no circumstance is the elevator door to be wedged or propped open, nor are common areas to be blocked during a move.

ACCESS TO UNITS

Access to a unit when an owner will not be in the unit can be granted only by prior request from the owner.

LAUNDRY

Each unit that has a laundry machine inside of the unit is reminded to use only 1/2 of the detergent normally used. A facility located on the Mezzanine level is also available between the hours of 7 am to 11pm. This public washer and dryer are coin-operated. Malfunctioning laundry equipment should be reported to the person or rental company you are using promptly. Any refunds for the Mezzanine equipment must be through the COINMACH Company at (800) 229-7837.

Please remove laundry from the machines as soon as it is done, both for your own protection and as a courtesy to others. Use of tints or dyes in the washers is prohibited.

LOCK OUTS

A \$60.00 fee will be charged for all lockouts requiring access to the keys from the High Point North Condominium Business Office.

TRASH

Each residential numbered floor has a trash chute located in the center of the walkways between the E and F units on the numbered floors only. Trash should be put in large paper or plastic bags, fastened securely, and placed in the trash chute. This trash drops into a container and is removed from the building regularly. Loose or messy material should be double wrapped in order to keep the package from bursting.

Trash that should not be thrown down the chute includes: all lighted objects, such as cigarettes and cigars, which are a fire hazard; newspapers and magazines, heavy boxes, plants, oversized trash bags, small appliances, because they may jam the chute. Heavy and oversized items should be taken to the ground floor dumpster / trash room. As a courtesy to our guests only use the chute between 7am and 11 pm.

PICNIC AREAS

There are tables on our Oceanside deck, for all of our guests. When we have high winds, our umbrellas will not be put out. **Please clean up after yourself and notify one of our staff if this area needs attention.**

WATER LEAKS

Do not leave the water running if you leave your unit.

If you notice a water leak in your unit, please call your rental agent/owner and you must contact the Business Office and report the leak immediately and turn off the main water valve located in the cabinet above the refrigerator. If the water is coming from a neighboring unit, you should contact the resident in that unit to see if the source of the leak can be determined and the water turned off.

You are responsible for preventing stoppage of the waste lines. Do not flush anything down the toilet that will not completely dissolve in water (such as kitty litter). A plunger is useful in some cases of stoppage.

Do not put anything down the disposal that will clog the line. Items that cause plumbing problems include: rice, bones, fruit pits, stringy vegetables (e.g., cabbage, celery, corn husks, and onion skins), dough, oils or grease, paper, plastic or cellophane, and cigar or cigarette butts. Also, watch out for small items such as wire twisters or pop tops. Avoid washing hair in the kitchen sink, as hair is a major contributor to clogged drains. A cover should be kept on the drain when it is not in use to prevent foreign material from accidentally dropping into the disposal.

EMERGENCY PROCEDURES

A maintenance emergency is any occurrence or unsafe condition that, if left unattended, could cause property damage or personal injury. This may include: loss of water or electric service, sewer backups, water leaks that cannot be stopped or malfunctioning elevators. Call the Business Office immediately to report any of these situations.

FIRE SAFETY TIPS

The smoke detector is for your protection. However, it is not connected to the building Fire Alarm System.

Do not bring into the condominium any flammable oils or fluids such as gasoline, kerosene, naphtha, and benzene, or explosive material hazardous to life, limb or property.

Do not leave heaters, toasters, irons, etc. on and unattended.

Know the locations of exit doors and alarm boxes well enough to be able to find in the dark.

Families should have a prearranged meeting place outside the building.

In the event of a fire, elevators, stairwells, walkways, and the ground floor lobby area must be kept unobstructed to aid in evacuation. Do not smoke in bed or while lying on a couch.

Provide good ash trays. Keep matches and lighters away from children.

If you discover a fire outside your unit, call 911 to report it to the Fire Department and exit the building by the nearest stairwell.

If the fire alarm bell has not sounded, pull the handle on the nearest fire alarm box while exiting. This alarm is connected to the city fire alarm system. If you encounter smoke, get close to the floor and continue to exit the building.

If a fire prevents you from proceeding to the stairwell, stay in your unit. Put wet towels against the door and/or seal the opening around the door frame with wide electrical or masking tape. If you think there may be a fire but you are not certain, notify the High Point North Business Office.

A fire in your unit may be extinguished. The fire extinguishers in the corridors should be used only in case of dire need to rescue someone in a unit and should be used only by a person skilled in their use. Do not use them on grease or electrical fires. Do not pour water on grease fires. Cover with a lid or use baking soda or dirt from a flower pot for grease fires. Some small fires can be smothered with a towel, blanket or table salt. If the fire in your unit is out of control, close your doors, and windows, if you can, to contain the fire and leave the unit quickly. Do not lock the door behind you. Pull all alarm handles and get to a phone to report the fire to **911**.

If you are trapped in your unit, call **911** and the Business Office, if possible. Go out on the balcony, close the balcony door, and signal for rescue. If you cannot get to your balcony, retreat to the farthest room from the fire, close all doors and windows, and cover yourself with a wet blanket. Open a window slightly for fresh air and signal from the window for rescue.

When the evacuation fire alarm bell rings, first, feel the upper part of the door, if it is not hot, open it slightly to see if you can leave your unit. If you can, exit the building by the nearest stairwell.

SECURITY

High Point North staff does not provide "security". They attempt to enforce High Point North rules and protect the common elements against damage. They are not to put themselves or others in harm's way. They are not the police and do not assume any police responsibilities. If they observe or are informed of an action that requires the police, they will call the police immediately.

If you observe a problem **which appears to be a violation of the law**, the police should be called at **911**.

If you observe a problem which **does not appear to be a violation of the law, but a problem for High Point North**, then call the High Point North Business Office during normal business hours at (410) 524-1761 the High Point North staff will respond.

EMERGENCY NUMBERS - (an area code has to be used for all calls)

Fire, Ambulance, Police, Marine Police	911 or (723) 6300
Ocean City Police	911 or (723) 6300
Ocean City Animal Control	410-723-6649
Atlantic General Hospital	(410) 641-1100
U. S. Coast Guard	(410) 289-7559
Maryland Poison Center	(800) 492-2414
Ocean City Information Center	(800) OCEAN, (800) 213-0552

USEFUL NUMBERS

Convention Center Information	(410) 289-8311
Convention Center Box Office	(410) 289-8314
Humane Society	(410) 213-0146
Library	(410) 289-7207

**The High Point North Condominium Managers phone
410-961-4557 for Building Emergencies only**