SEA PINES CONDOMINIUM ASSOCIATION
RULES AND REGULATIONS

Adopted by the Sea Pines Facilities Management Board
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Foreword

The following rules and regulations for Sea Pines are taken from the condominium governing documents (Master Deeds and condominium association By-Laws). They also include rules established by the Sea Pines Facilities Management Board (FMB).[1] Many of the FMB approved rules are informed by the recommendations of the various Sea Pines committees. Embedded in these rules are information and instructions concerning the proper use of various Sea Pines amenities such as the beach, clubhouse, pool, and tennis and pickleball courts. It is essential that all Unit Owners, their tenants, guests, friends, or family are familiar with and carefully adhere to these rules and instructions. They are designed to create a safe and comfortable living and recreational environment, maintain property values, and ensure an attractive Sea Pines campus. Failure to adhere to these rules may result in loss of the privilege to use a Sea Pines amenity and/or a fine.

[1] Rules which appear in *italics* are taken from the Sea Pines Condominium Association By-Laws and as such can only be modified or amended by the vote of 66.67% of all Unit Owners. Other rules have been established by the Facilities Management Board (FMB) and are subject to change from time to time.

Definitions

For the purposes of this document the following capitalized terms shall mean:

1. “Common Elements” all of the common areas and facilities at Sea Pines;
2. The term “Unit” refers to individual units;
3. “Unit Owner” the person or persons with title to a Sea Pines Unit, including a trustee of a trust holding a current or life interest in a Unit or a trustee of an irrevocable trust holding a remainder interest in a Unit;
4. “Buildings” any of the structures on the Sea Pines campus;
5. “Property” all of the land, Buildings, Units, Common Elements, and any improvements;
6. “Facilities Management Board” or “FMB” is the governing body for Sea Pines.
7. “Committees” include the following:
   - Beach and Boating
   - Bluff
   - Clubhouse
   - Grounds and Maintenance
   - Pool
   - Social
   - Tennis and Pickleball

   The names of Committee chairs and members of the Facilities Management Board (FMB) can be found on the Sea Pines website, seapinesbrewster.com.
8. “Managing Agent” is the professional property management company engaged by Sea Pines to oversee the day-to-day operations and management of the Property. The current Managing Agent is Mercantile Property Management of Buzzards Bay, Massachusetts (“Mercantile”).
9. The terms “Tenant,” “Tenants,” “tenant,” “tenants,” “lessee,” or “lessees” are interchangeable and mean the person or persons renting or leasing a Sea Pines Unit. These terms shall also include their family and guests to whom the Sea Pines Rules and Regulations shall also apply.

SECTION 1 – Use and Maintenance of Common Elements and Units

1. *No part of the Property shall be used for any purpose except housing and the common recreational purposes for which the Property was designed. Each Unit shall be used as a residence for a single family, its servants and guests. No portion or all of any Unit may be used as a professional office or commercial enterprise whether or not accessory to residential use, nor shall any Unit be used or rented for transient, hotel or motel purposes.*
2. *Each Unit Owner shall be obligated to maintain and keep in good order and repair his own Unit in accordance with the provisions of the By-Laws.*
3. *Nothing shall be done or kept in any Unit or in the Common Elements which will increase the rate of insurance of any of the Buildings, or contents thereof, applicable for residential use, without the prior written consent of the FMB. No Unit Owner shall permit anything to be done, or kept in his Unit, or in the Common Elements which will result in the cancellation of insurance on any of the Buildings or contents thereof, or which would be in violation of any law.*
4. *No noxious or offensive activity shall be carried on in any Unit, or in the Common Elements, nor shall anything be done therein, either willfully or negligently, which may be or become an annoyance or nuisance to the other Unit Owners or occupants. No Unit Owner shall make or permit any disturbing noises by himself, his family, servants, employees, agents, visitors and permitted occupants and guests, nor do or permit anything by such persons that will interfere with the rights, comforts or convenience of other Unit Owners.*
5. *Nothing shall be done in any Unit or in, on or to the Common Elements which will impair the structural integrity of any Building or which would structurally change any of the Buildings without the prior consent of the FMB.*
6. *Each Unit Owner shall keep his Unit in a good state of preservation and cleanliness and shall not sweep or throw or permit to be swept or thrown therefrom, or from the doors, windows, patios or balconies thereof, any dirt or other substance.*
7. *All radio, television or other electrical equipment of any kind or nature installed or used in each Unit shall fully comply with all rules, regulations, requirements or recommendations of the Board of Fire Underwriters and the public authorities having jurisdiction.*
8. *No Unit Owner or occupant or any of his agents, servants, employees, licensees or visitors shall at any time, bring into or keep in his Unit any flammable, combustible or explosive fluid, material, chemical or substance except such lighting and cleaning fluids as are customary for residential use.*
9. *Window treatments must be installed by each Unit Owner on all windows of his or her Unit and must be maintained in said windows at all times. All exterior surfaces of window treatments shall be white.*

10. *Each Unit Owner is responsible for periodic cleaning of fireplace chimneys and exhaust vents from stoves or clothes dryers. The FMB may arrange periodic inspections of chimneys and exhaust vents and may enter any room or Unit in the Buildings at any reasonable hour of the day after notification for this purpose.*
11. *A Unit Owner shall not place or cause to be placed in the grounds, public areas or other Common Elements other than a patio or balcony to which such Unit Owner has direct access or a storage area in which such Unit Owner has exclusive rights, any furniture, packages or objects of any kind. The grounds and public areas shall be used for no purpose other than for normal transit and recreation.*
12. Garbage disposals, while not prohibited, should only be used on a limited basis for small quantities of materials.
13. Unit Owners are required to replace water heaters in their Units which are more than 10 years beyond their date of manufacture.
14. Except for specifically designated areas, Unit Owners may not store any items in the common elements.
15. Yard sales, estate sales, garage sales, etc. are not permitted.
16. The use of fire pits is permitted provided that:
    a. they are propane, natural gas, or gel only; wood burning fire pits are not permitted; and
    b. they must have a tempered wind guard of at least 6 inches in height.
17. When in use, grills and fire pits must be as far as possible, ideally 10 feet, from any building. Neither wood, charcoal, pellet or gaseous fuel grills nor fire pits are to be used or stored on balconies; electric grills are permitted.
18. One and one-half percent (1½%) per month fee on monthly maintenance fee balances over two hundred and fifty dollars ($250) and thirty (30) days past due may be applied.
19. The use of drones or any other unmanned aircraft is prohibited on Sea Pines property without written permission of the Grounds Committee. This includes but is not limited to the launching and landing of drones from anywhere on Sea Pines property.

SECTION 2 – Changes to Units and Common Elements

1. *Nothing shall be altered or constructed in or removed from the Common Elements, except upon the written consent of the FMB.*
2. *No Unit Owner shall make any addition or alteration to his Unit without the prior written consent of the Board of Managers. An addition or alteration is defined as any work beyond painting and wallpapering. The Board of Managers or its designated representative shall have the obligation to answer any written request by a Unit Owner for approval of a proposed addition or alteration in such Unit Owner's Unit, within sixty (60) days after such request and failure to do so within the stipulated time shall constitute a consent by the*

Board of Managers to the proposed addition or alteration. A Variance Request is required for any additions or alterations to any unit. Variance Request forms are available in the clubhouse [and on the website] *and must be returned to the Grounds and Maintenance Committee for approval. If a Unit Owner disagrees with a decision of the Grounds and Maintenance Committee or its designated representative, it may be appealed to the Board of Managers.*

3. The Grounds Committee shall serve as the designated representative of the Board of Managers. Unit Owners wishing to change their Unit as noted above or change in any way the Common Elements around their Unit, must submit a variance to the Grounds Committee for approval.
4. During the period from May 15 to September 15, work by contractors may be performed only on weekdays between the hours of 7:00 am and 5:00 pm and overnight storage of trailers or work vehicles is prohibited, except by permission of the FMB or Grounds Committee. Work may not be performed on weekends or holidays.
5. Wood enclosures shall be used to screen all propane tanks, condenser units, or other exterior components.

SECTION 3 – Access to Units

1. *A Unit Owner shall grant a right of access to his Unit to the manager and/or the managing agent and/or any other person authorized by the Board of Managers, the manager or the managing agent, for the purpose of making inspections or for the purpose of correcting any conditions originating in his Unit and threatening another Unit or a Common Element, or for the purpose of performing installations, alterations or repairs to the mechanical or electrical services or other Common Elements in his Unit or elsewhere in the Building in which the Unit is located, provided that requests for entry are made in advance and that any such entry is at a time reasonably convenient to the Unit Owner. In case of an emergency such right of entry shall be immediate and without need of prior request, whether the Unit Owner is present at the time or not. In the event of the exercise of the right of access provided in this Section 15* [of Article VII of the By-Laws]*, any costs for repairs shall be borne in accordance with the provisions of Section 9 of Article VII of the By-Laws.*
2. *The Board of Managers, or its designated agent, may retain a pass key to each Unit. In case an additional or substitute lock is installed the Unit Owner shall provide the Board, or its agent, with an additional key pursuant to its right of access to the Unit.*
3. *The agents of the Board of Managers, including the FMB or the managing agent, and any contractor or workman authorized by the FMB or the managing agent, may enter any room or Unit in the Buildings at any reasonable hour of the day after notification (except in case of*

emergency) for the purpose of inspecting such Unit for health, safety or emergency purposes.

4. *If any key or keys are entrusted by a Unit Owner or occupant or by any member of his family or by his agent, servant, employee, licensee or visitor to an employee of the Managing Agent, whether for such Unit or an automobile, truck or other item of personal property, the acceptance of the key shall be at the sole risk of such Unit Owner or occupant, and neither the Board of Managers nor the FMB shall be liable for injury, loss or damage of any nature whatsoever directly or indirectly resulting therefrom or connected therewith.*

SECTION 4 – Rentals

Note: The terms Tenant, Tenants, tenant, tenants, lessee, or lessees are interchangeable and mean the person or persons renting or leasing a Sea Pines Unit. These terms shall also include their family and guests to whom the Sea Pines Rules and Regulations shall also apply.

1. Rental Procedure
   a. Rental Notification: *All leases/rentals require FMB notification in advance*. *The form for notification to rent/lease is available from the Managing Agent* and on the website. Unit Owners must complete and submit the Rental Notification and Tenant Agreement.
   b. Tenant Agreement: *All prospective lessees and tenants shall acknowledge in advance, in writing to the Board of Managers, that they have read, and understand, and agree to comply with the provisions of the Rules and Regulations of the Condominium* by the execution of the Rental Notification and Tenant Agreement. *No lease, rental or occupancy agreement, oral or written, shall be valid, and no lessee or tenant shall be permitted to move into the leased or rented Unit unless and until such lessee or tenant has complied with the provisions of the preceding sentence.*
2. Length of Rentals
   a. *A Unit may not be rented/leased for less than one month or more than once in each calendar quarter.* For the purposes of this rule, calendar quarters are defined as Jan/Feb/Mar, Apr/May/June, July/Aug/Sept, Oct/Nov/Dec.
   b. *No Unit may be leased for more than one year, or less than one month, nor more than one time in each calendar quarter, except with the written consent of the Board of Managers.*
   c. *A Unit may not be rented/leased for more than one year without FMB approval*.
   d. *A lease/rental may not be renewed or extended without FMB notification.*
3. Rental Restrictions
   a. *No portion of a Unit (other than the entire Unit) may be rented.*
   b. *No Unit shall be used or rented for transient, hotel or motel purposes.*

c. The Unit may not be sublet.

4. Unit Owner Responsibilities
   a. *It is the Unit Owner's responsibility to inform any realtor of the proper rent/lease forms to be used* i.e. the Rental Notification and Tenant Agreement.
   b. *It is the Unit Owner's responsibility to ensure that the Rules and Regulations of Sea Pines Condominiums become part of the rental/lease agreement, and their guests, tenants or friends are aware of them and abide by them. Due to the importance of these rental rules in preserving the Common Elements of the Condominium Association as noted in the By-Laws, the Board of Managers may fine Unit Owners who violate them. Also, Unit Owners should be cautioned that their tenants, guests or friends may be denied the use of Sea Pines' amenities for serious and/or repeated violations.*
   c. Unit Owner(s) are responsible for the behavior of their Tenant(s).
   d. Unit Owner(s) are responsible for any damage to Sea Pines property or the common areas caused by Tenant(s).
   e. If Tenant(s) do not follow the Sea Pines Rules, some or all of the following actions may be taken at the discretion of the Sea Pines Facilities Management Board (FMB):
      i. Tenant(s) may be denied access to any or all of the Sea Pines amenities, and/or
      ii. Unit Owner(s) may be prohibited from renting to that Tenant(s) in the future, and/or
      iii. Unit Owner(s) may be prohibited from renting their Unit in the future; and/or
      iv. Unit Owner(s) may be fined as provided in Section h. below.
      v. Other action deemed necessary to remedy the situation.
   h. Schedule of Unit Owner Fines for Violation of Rental Rules
      i. Unit Owner(s) may be subject to fines for rule infractions by Tenant(s) requiring the intervention of the FMB or the Managing Agent. Each intervention shall be communicated to the Unit Owner by email and phone, however the inability to contact the Unit Owner does not excuse the Unit Owner from such fines or their responsibility to ensure their Tenant(s) adhere to the Sea Pines Rules and Regulations. After the first intervention, a fine of $1,000 will be imposed for each additional intervention.
      ii. For failure to deliver to the Managing Agent the completed Rental Notification with all information required by the form prior to a tenant taking possession of a Unit, a fine of $200 plus $100 per day will be imposed until the properly completed Rental Notification form is delivered to the Managing Agent.

5. Tenant Responsibilities
   a. The Tenant may have no more than two (2) vehicles on the Sea Pines property at any time. Tenant vehicles may be parked only in the designated parking areas available to the Unit Owner.

b. *No lessee or tenant shall assign his lease or occupancy agreement or sublet the Unit or any part thereof or by any means whatsoever permit any person other than himself to occupy any portion of the Unit (except for members of his immediate family or temporary gratuitous guests or domestic employees). No transient may be accommodated in any Unit.*

6. Non-Family Member Occupants

   Unit Owners who intend to allow non-family members (i.e., guests or friends) to occupy their Unit when the Owner is not present must advise the Managing Agent and all the other provisions of this Rental Section shall apply to such non-family occupants.

SECTION 5 – Motor Vehicles, Parking, and Bicycles

1. 15 mph is the maximum speed on all roads.
2. Parking must be in a garage or open parking spaces. Off-road parking or parking on lawns or on the side of roadways is not permitted.
3. Unit Owners are not allowed to park more vehicles in open spaces than allowed in their deed.
4. Overflow parking is available at the clubhouse.
5. Storage of unregistered vehicles or trailers on Sea Pines property, other than in garages, is prohibited.
6. Parking trailers or boats in surface parking spaces is not allowed.
7. Any vehicle or boat parked in a garage shall not exceed the length of the garage.
8. During the period from May 15 to September 15, no vehicles, trailers, supplies or equipment belonging to a contractor may be left overnight in the Common Elements except by permission of the FMB or Grounds Committee.
9. House and travel trailers are specifically excluded from parking anywhere at Sea Pines.
10. Use of bicycles, roller skates, skateboards, or roller blades shall be limited to roadways only.
11. Bicycles should be kept in Unit Owner storage areas when not in use.

SECTION 6 – Signs, Decorations, Flags, and Other Items

1. *Unit Owners shall not cause or permit anything to be hung or displayed on the outside of windows or placed on the outside walls or doors of a building and no sign, awning, canopy, shutter or radio or television antenna shall be affixed to or placed upon the exterior walls or doors, roof or any part thereof or exposed on or at any window, without the prior consent of the FMB.*

2. *No clothes, sheets, blankets, towels, laundry or any kind of other articles shall be hung out of a Unit or exposed on any part of the Common Elements.*
    a. Unit Owners may display an American flag, not to exceed 3 x 5 feet in size, on a pole mounted on the exterior of their unit.
3. *No "For Sale", "For Rent" or "For Lease" signs or other window displays or advertising shall be maintained or permitted on any part of the Property or in any Unit therein.*
4. Unit Owner furniture such as chairs or benches is not allowed in the Common Elements.
5. Open House signs (only) may be displayed within Sea Pines under the following conditions:
    a. Signs must be professionally/commercially made real estate agent or "Open House" signs or "For Sale by Owner Open House" signs. Handwritten signs are not permitted. Signs can be no larger than 24 x 24 inches.
    b. A total of three signs is permitted for an open house, to be placed at only the following locations:
        1. at the entrance to Sea Pines at Route 6A and
        2. at the intersection of Sea Pines Drive and the street/driveway where the unit for sale is located and
        3. directly in front of the unit for sale.

        No other signs are permitted.
    c. Signs may be displayed only on Saturdays and Sundays from 11:00 am – 5:00 pm.
    d. Other signage or attention getters (streamers, balloons, etc.) are not permitted.

SECTION 7 – Pets

1. *Dogs, cats or other household pets owned by Unit owners, not to exceed (2) two per Unit may be kept in Units, without the approval of the FMB, but subject to the rules and regulations adopted by the FMB. In no event shall any dog be permitted in any portion of the Common Elements, under any circumstances unless carried or on a leash. Pet owners are required to immediately clean up feces that their pets leave in the common area, disposing of it properly.*
2. All species and breeds are allowed except those species which would reasonably be considered dangerous to humans. There are no restrictions on the size of animals.
3. In any of the Common Elements pets must be on a leash, under direct supervision, and well controlled at all times; this includes the Sea Pines beach.
4. Dogs are prohibited on the Sea Pines beach from June 15th through and including Labor Day. During this time, dogs being brought to a boat must be carried if possible or walked directly to the boat while on a leash. During other periods, pets must always be on a leash.
5. Loud and/or persistent vocalization, e.g. barking, must be corrected.
6. Pets must be well controlled and should not exhibit any kind of threatening behavior, e.g. lunging or snarling at people or other pets.

7. Dog bites must be reported to the Town of Brewster Animal Control Officer and properly documented.
8. No dog with a documented history of biting will be allowed on Sea Pines Property.
9. Fines for failure to comply with these rules:
    a. Species or Number of Pets. Upon notification, Unit Owners will be required to permanently remove the offending pets from the Sea Pines Property. Failure to do so shall result in fines of up to $100/day.
    b. Control, Waste, Noise, or Threatening Behavior. Upon notification, Unit Owners are required to immediately comply with these requirements. Failure to do so will result in fines of $100/day and require the permanent removal of the animal from the Sea Pines Property.
    c. Dog Bites. Upon notification, Unit Owners are required to permanently remove the offending animal from Sea Pines Property. Failure to do so will result in fines of $100/per day.

SECTION 8 – Trash and Recycling

1. Household trash should be in plastic bags before being placed in trash bins.
2. Larger items such as furniture, electronics, or sports equipment will not be removed.
3. Items to be recycled should be limited to recyclable plastics, glass, aluminum, and paper. Specific instructions for recycling are posted in the trash rooms.
4. Items should not be in plastic bags when placed in recycling bins.
5. The landscape maintenance contractor will collect homeowner landscape debris each week throughout the year. Such debris should be left outside of trash sheds, at the roadside, or at the fence by the car wash, preferably unbagged.

SECTION 9 – Clubhouse

1. General
    a. Brewster Fire Department has limited occupancy of the clubhouse to 49 people, and the occupancy of the clubhouse common room is limited to 40 people.
    b. Clubhouse furniture is not to be removed from the clubhouse at any time.
    c. Clubhouse keys are not to be loaned or given to non-residents.
    d. The clubhouse must be vacated and closed by 11:00 pm.
    e. Smoking is not permitted anywhere in the clubhouse.
    f. Alcoholic beverages are not to be left unsupervised anywhere in the clubhouse at any time.

g. Children are welcome in the clubhouse with appropriate adult supervision. An adult is defined as a person 18 years or older.
h. Proper attire (shirts and shoes) must be worn inside the clubhouse. Wet bathing suits are not allowed beyond the restrooms.
i. Pool users should access the restrooms through the outside doorways and not through the common room.
j. The clubhouse is not to be used for meetings of any outside organization, nor are business or commercial meetings allowed in the clubhouse.

2. Reservation of the Clubhouse Common Room
   a. Only Unit Owners may reserve the use of the clubhouse common room for private social functions, subject to the approval of the clubhouse coordinator acting as a representative of the FMB. No family members, tenants, guests, friends, or invitees are allowed to directly reserve the use of the clubhouse.
   b. Clubhouse common room reservations are made on a first-come first-served basis.
   c. Reservations for use of the common room must be made in advance using seapinestennis.skedda.com. A link to register for the online signup system may be requested from skedda@seapinesbrewster.com by Unit Owners. Click on "Common Room" which is the last column on the right.
   d. After scheduling your time slot, print out, fill in, and submit the Clubhouse Common Room Reservation form to the Clubhouse Coordinator, along with your security deposit of $250. [Email Clubhouse Coordinator]
   e. The Clubhouse Coordinator will post the date, hours reserved, and Unit Owner's name and address on the calendar on the clubhouse bulletin board for all approved clubhouse reservation requests.
   f. The Unit Owner reserving the clubhouse common room is to be present at all times during the function. Sufficient and appropriate adult supervision must be provided if the function is to include any non-adults.
   g. Unit Owners assume ALL responsibility and liability for issues caused by the use of alcohol at their function.
   h. The Unit Owner who reserves the clubhouse is responsible for complete cleanup of all clubhouse areas used by the morning after the event, including the kitchen and rest rooms. The security deposit will be returned after the Clubhouse Coordinator has determined that no additional cleaning is required, and the original request form has been signed by the Clubhouse Coordinator or member of the Clubhouse Committee indicating that inspection of the facilities has taken place. If additional cleanup is required, the cost will be deducted from the security deposit. If cleaning or repairs are in excess of the $250 deposit, the Unit Owner will be billed.

i. Reserving the clubhouse common room for functions does not include the fireplace area, fitness center, or exclusive use of the swimming pool or pool area.
j. At the end of the function, the Unit Owner is responsible for ensuring that the heat or A/C has been lowered (if applicable), the lights are off, and the doors and windows are locked.
k. Live or recorded music is allowed and should be played inside the clubhouse only, using equipment provided by the owner. No radios, loudspeakers or other amplifying equipment may be placed outside the clubhouse.
l. Questions should be directed to the Clubhouse Committee Chair.

SECTION 10 – Fitness Center

1. The fitness center is for the use of Unit Owners and their tenants and guests on a first-come first-served basis.
2. Access to the fitness center is via the clubhouse, using the clubhouse key provided to each Unit Owner.
3. No one under the age of 12 is allowed into the fitness center. An adult must accompany anyone between the ages of 12 and 17 years of age. An adult is defined as a person 18 years or older.
4. Users are responsible for following the rules posted at the fitness center.
5. All clubhouse rules and regulations remain in effect.
6. If any equipment is malfunctioning, please contact the Managing Agent.
7. Questions should be directed to the Clubhouse Committee Chair.

SECTION 11 – Swimming Pool

1. Pool hours are from 7:00 am to 9:00 pm. Persons using the pool in the morning or evening are requested to use discretion and not create excessive noise that could disturb the peace and privacy of surrounding owners.
2. There is no lifeguard on duty at the swimming pool.
3. No one person should ever swim alone.
4. Diving, jumping, or running on the pool deck are prohibited.
5. All swimmers are required to shower before entering the pool.
6. Children under 16 must be accompanied by a person 18 years or older.
7. The Brewster Board of Health regulations require that no more than 20 persons be in the pool at any time.
8. Persons with communicable diseases may not swim in the pool.

9. Infants and toddlers, who are not toilet trained, are allowed in the pool only if they are wearing swim pants or swim diapers specifically designed for pool use. Diaper changing area is located outside rear pool door exit.
10. Food of any kind must NOT be brought to the pool deck.
11. Beverages are permitted on the pool deck only in unbreakable containers. No glass containers are allowed.
12. Smoking is not permitted in the pool area.
13. Personal audio/video equipment may be used on the pool deck only with earplugs.
14. Swimming aids, such as water wings, small tubes, small kickboards, or noodles are permitted to aid novice swimmers. No small toys may be used in the pool. Inner tubes, floating lounges, motorized rafts, and boogie boards are prohibited.
15. No pets are permitted at the pool at any time.
16. Restrooms must be entered and exited by way of the outside doorway with the Unit Owner key. Keep the restrooms clean. Wet bathing attire is not permitted in the clubhouse.
17. A Unit Owner key is required for admittance. Gates must be kept locked at all times.
18. When present, a pool attendant is provided with the authority to assist in the enforcement of the rules and regulations. It is the responsibility of each Unit Owner to ensure the rules and regulations are followed by family members as well as guests or tenants.
19. Questions should be directed to the Pool Committee Chair.

SECTION 12 – Tennis and Pickleball

1. Court hours for tennis are 7:00 am to 8:00 pm daily. Court hours for pickleball are 9:00 am to 4:00 pm daily.
2. Courts are for the exclusive use of Unit Owners, guests, and tenants.
3. Access to the courts is via combination lock.
4. Pickleball nets should be rolled to the back fence and courts must be locked at the conclusion of play.
5. Noise reducing OWL brand pickleball paddles must be used for pickleball play. Use of any other equipment on the Sea Pines pickleball courts is prohibited. A lock box on the courts holds these paddles for general use. The combination for the box is the same as for the gates. Please return paddles and balls to the box and re-lock it after use.
6. Court signups are accomplished by an online system. Reservations may be made by registered users only up to 48 hours prior to play by clicking the signup link on the Sea Pines website or at seapinestennis.skedda.com/
7. Recommended signup times are one hour for singles and one and a half hours for doubles.
8. Please honor your time and cancel if you are unable to use your reserved time.

9. A link to register for the online signup system may be requested by Unit Owners and tenants by emailing skedda@seapinesbrewster.com.
10. If unauthorized players are using your court time you should politely request they leave. If they refuse, report the incident to the Tennis Committee Chair.
11. Reservation time is forfeited if the player reserving a court is more than 15 minutes late.
12. All players must wear proper attire including shirts. Proper tennis shoes (i.e. non-marking athletic footwear) are required.
13. It is the responsibility of all Unit Owners to help keep unauthorized persons off the courts.
14. Courts are for tennis and pickleball play only. Skating, skateboarding, rollerblading are not allowed, nor are dogs allowed on the courts.
15. Questions should be directed to the Tennis Committee Chair.

SECTION 13 – Beach

1. General
   a. The Sea Pines beach is for the use of Unit Owners and their tenants and guests.
   b. There is no lifeguard at the beach.
   c. All traffic to and from the beach must be only by the marked path and stairs off Sea Pines Drive.
   d. If possible, walk to the beach area, because parking in the vicinity of the beach path entrance is very limited.
   e. Do not walk on the dunes, beach grass, or other natural flora.
   f. All beach chairs and other beach equipment must be removed from the beach daily. No items may remain overnight on the beach.
   g. During the summer season, beach chairs and umbrellas may be stored in the beach path shed. They should be labeled with Unit number, and umbrellas should be stored in specified areas in the rafters. No other items should be stored in the beach path shed. All beach chairs and umbrellas must be removed from the beach shed no later than the first week October.
   h. Dogs are prohibited on the beach from June 15th through and including Labor Day. During this time, dogs brought to a boat must be carried if possible or walked directly to the boat while on a leash.
   i. Smoking of any kind is prohibited on the Sea Pines beach during daylight hours (meaning dawn to dusk) beginning Memorial Day and continuing to and through Labor Day.
2. Beach Fires
   a. General

i. Beach fires are permitted on Friday and Saturday nights beginning with Memorial Day weekend and ending after Labor Day, and also on the Sunday nights of Memorial Day and Labor Day weekends. The number of fires per night is limited to three.
ii. An unlimited number of fires is permitted on the night of July 4th and on certain other days of the holiday week to be determined by the FMB each year.
iii. Fires are allowed between 6:00 pm and 10:00 pm.
iv. Based on the nightly wind conditions, it will be at the discretion of the Beach Committee to determine whether beach fires can be safely held.

b. Beach Fire Registration
i. Registration is required for all beach fires. To register, contact the Beach Fire Coordinator.
ii. Unit Owners will be provided with a five-gallon bucket that is to be kept full of water at the fire location for safety purposes as well as final extinguishing of the embers. This bucket will also serve as an indication of permission for a beach fire.

c. Building the Beach Fire
i. Fires shall be built on the surface of the natural beach and not in a pit, below the mean high tide line.
ii. Fires shall never be built on the bluff area.
iii. The fire shall be limited in height to no more than 18 inches at any time.
iv. A burning fire shall never be left unattended by the responsible Unit Owner.

d. Extinguishing the Fire and Clean-up
i. All fires must be extinguished by 10:00 pm.
ii. Fires should be fully extinguished by dousing them with water before leaving.
iii. Fires must NOT be buried with sand.
iv. Doused fire debris should be left on the beach overnight and cleaned up along with other trash the following morning by 9:00 am.
v. After ensuring that it is adequately cooled, all debris should be properly bagged and placed in Unit Owner's trash building, NOT in beach trash containers.
vi. Return bucket to the Beach Fire Coordinator.

3. General beach questions should be directed to the Beach and Boating Committee Chair. Beach fire questions should be directed to the Beach Fire Coordinator.

SECTION 14 – Boating

1. General

a. Use of boating channel, mooring area, and storage of boats are for Unit Owners and tenants only.

b. Sea Pines assumes no liability for boats used from or stored on Sea Pines property.
c. Sea Pines reserves the right to move boats and/or trailers which pose a safety hazard.
d. The Beach and Boating Committee will monitor boat use, registration, and storage in the common areas.

2. Boat Registration
   a. Boats must be registered with the Beach and Boating Committee at the start of each season. Unit owners should also provide plans for storage during the season.
   b. Registration begins March 1 of each year. It can be done by completing a Boat Registration Form. Forms are available at the clubhouse or on the Sea Pines website. Completed registration forms should be mailed to the Beach and Boating Committee Chair whose address and contact information are available on the form and on the bulletin board in the clubhouse or may be emailed to boating@seapinesbrewster.com.
3. Moorings
   a. Unit Owners must use only their assigned mooring location.
   b. Changing assigned mooring location requires prior approval by the Beach and Boating Committee Chair of both the new location and equipment.
   c. Unit Owners must also register both new and existing moorings with the Town of Brewster and receive a permit from the Brewster Harbor Master by submitting the Mooring Permit Application.
   d. A Mooring General Arrangement Drawing must be attached to your mooring application, modifying the drawing to show the location of the proposed new mooring.
3. Operation of Boats
   a. Boats in the water shall keep well clear of areas occupied by bathers.
   b. Boats close to shore and approaching the beach shall do so only between the two boat landing buoys directly opposite the boat mooring area to provide a maximum clear zone for swimmers.
4. Boat Storage - General
   a. Boats and trailers to be stored in any Sea Pines common area must be registered with the Beach and Boating Committee (see above).
   b. Unregistered boats are to be stored off Sea Pines property.
   c. Boats should not be placed on beach grass.
   d. Boats should not be tied to shrubs or fences.
   e. No sunfish or canoes may be stored on the kayak racks.
   f. All boats must be removed from the beach by October 15.
5. Boat Storage - Clubhouse and Pool Areas
   a. Boats may be stored in the grass area across from the clubhouse between May 15 and October 15 only.

b. Boat storage space across from the clubhouse is limited and is available on a first-come, first-served basis. Owners are not able to reserve specific spaces.
c. Only large boats may be stored in the area across from the clubhouse—no kayaks, sunfish or other small watercraft may be kept here.
d. Only boats that are actively used during the summer months may be stored across from the clubhouse. Any inactive boats left in this area during the summer boating season must be removed by the owner.
e. Boats should be stored in an orderly alignment, perpendicular to the parking lot, and as close as possible to neighboring boats in order to use space most effectively.
f. During boating season, empty trailers should be stored in the area behind the pool whenever possible. If there is not enough space behind the pool, trailers may be stored in the grass area across from the clubhouse in an orderly fashion with the prior approval of the Beach and Boating Committee Chair.
g. During the winter months, owners may store their boats and trailers in the area behind the pool. Space is limited and is available on a first-come-first-served basis.
h. Sunfish may be stored in the area behind the pool during the winter. All sunfish are to be stored on their sides to maximize the limited space available for winter storage. No wheels, dollies or other similar accessories should be stored here.

SECTION 15 – Kayak and Paddleboard Storage

1. Kayak racks are for use only by Sea Pines Unit Owners and their tenants.
2. All kayaks, paddleboards, and beach mats must be registered with Sea Pines and must display Sea Pines boating tags containing owner's name, Sea Pines address, and phone number.
3. The kayak and paddleboard registration sheet and tags are available in the Sea Pines clubhouse. Any unregistered or unlabeled watercraft will be removed from the kayak racks and placed on the beach.
4. Kayaks and paddleboards should be oriented in the racks such that the Sea Pines tags containing each owner's name, Sea Pines address, and phone number are fully visible when viewed from the front of the racks.
5. Kayaks may be stored on the kayak racks, on the beach, or moored in the water. Paddleboards may be stored in the kayak rack, and beach mats in the kayak rack area. No kayaks, boats, paddleboards, beach mats or other objects may be stored on the dunes at any time.
6. Paddleboards are to be stored only on the top level of the kayak racks as they are much lighter than kayaks.

7. Spaces in the kayak racks may not be reserved, except by special request to the Beach and Boating Committee Chair by a person with a disability. Otherwise, spaces are to be used on a first-come-first-served basis.
8. The lower levels of the kayak racks are to be reserved for larger kayaks. Lighter, single-person kayaks should be stored on the upper levels of the racks.
9. Kayaks should be “front-loaded” when being placed on racks. One end should be propped up to an available spot in front of the rack and then slid up into place.
10. Kayaks should be flipped and stored upside-down so that they do not collect rainwater and become too heavy to remove safely.
11. All foot traffic in the kayak rack area must be limited to within the designated walkways.
12. Kayaks racks will be available only beginning May 1 until October 15 of each year.
13. All kayaks, paddleboards, beach mats and other items such as floating beach mats must be removed from the beach no later than the first week of October.
14. Kayaks and paddleboards may not be stored in the area behind the pool; they must be stored in garages or off site during the off-season.
15. Questions should be directed to the Beach and Boating Committee Chair.