

WOODHAWK ONE

Vendors and Homeowners Rules and Regulations / Ohio Release of Liability

Dear Residents!

It has come to our attention that contractors and delivery companies are not properly informed of the rules for working in Midrises and Individual Townhomes.

The following regulations are part of the Bylaws and **MUST** be observed by all residents who hire contractors to perform repairs or remodeling inside the individual units.

Midrises:

- All building contractors **MUST** be registered with the City of Mayfield Heights. All electrical, plumbing and HVAC contractors **MUST** obtain and properly display a Permit from Mayfield Heights Building Department.
- Prior to commencement of renovation projects involving structural alterations, electrical, plumbing and HVAC work, homeowners **MUST** furnish plans and a copy of Contract to the Board. No structural alterations are permitted without architectural drawings approved by Mayfield Heights Building Department and Woodhawk One Board.
- Contractors, delivery companies and all service providers, except for medical and in-home service providers, are allowed to work only Monday through Saturday during the hours of 8:00am – 6pm. Except for emergencies, they are not permitted to work or perform deliveries on Sundays. They are required to check IN and OUT at the Gate to validate their arrival and departure times.
- All contractors, delivery companies and all service providers **MUST** check in and check out at the gate.
- Contractors and delivery companies are not allowed to park their vehicles in front of the building. The parking spaces designated as VISITORS PARKING area there strictly for people visiting the residents. Using VISITORS PARKING spaces and occupying multiple parking spaces with construction trailers and commercial vehicles is strictly prohibited. Contractors **MUST** verify with the onsite Maintenance Manager for parking their vehicles prior to leaving their vehicles. Failure to comply with parking regulations will result in fines and towing the vehicle off the property at the vehicle owner's expense.
- All Contractors and service providers **MUST** furnish a Certificate of Liability Insurance and Workman's Comp to the homeowner. The homeowner and Woodhawk One HOA **MUST** be listed as "ADDITIONALLY INSURED"
- Delivery of construction materials, removal of construction trash, and delivery of large items (furniture, appliances, etc.) through the Front Doors is strictly prohibited. Contractors are not allowed to use the community dumpsters to dispose of construction debris.
- Contractors **MUST** Park **ONLY** by the garage and bring materials and tools **ONLY THROUGH THE GARAGE**. It is the homeowner's responsibility to assist the contractor or delivery crew with access to the garage.
- During delivery of bulky items or removal of such items from the individual units, the elevator cab **MUST** be protected. Maintenance personnel must be informed of such activities in advance.
- Contractors may be allowed the use of communal carts to bring materials and tools to the unit; however, the carts **MUST** be cleaned and returned to the garage immediately upon completion of delivery. At no time shall any contractor be allowed to retain the carts during the time they work in the unit.
- All contractors are prohibited from using common areas both inside and outside of buildings to set up their equipment and tools. Interior hallways, stairwells, garages, sidewalks and lawns are considered Common Areas. Repair of damage to common areas caused by construction contractors and by moving and delivery companies must be addressed by the homeowners who hired them. Failure to comply with the above rules may result in back charges to the homeowner by the Association for any such repairs or cleanup performed at the Association's expense.
- All contractors **MUST** maintain standard means of Dust Control, and **MUST** cleanup in all common Hallways, the elevator cab and the parking space they use. Homeowners shall be held responsible for the failures of their contractors to cleanup common areas they use.
- Plastic trash container setup in the Garages is there for paper and small items only. Disposal of construction debris, oversize boxes, food and perishables is strictly prohibited and **MUST** be disposed of in the Trash Shoot or carried offsite.
- Leaving discarded household items in the Garage area is prohibited. An ad for donation with picture and description should be posted by the Mailboxes.

WOODHAWK ONE

Vendors and Homeowners Rules and Regulations / Ohio Release of Liability

Individual Townhomes:

- **All above listed regulations applicable to Midrises – apply to individual townhomes.**
- While working in individual townhomes - all Building Permits must be properly displayed in the front window.
- While working in individual townhomes all contractors, delivery companies and all service providers must maintain as a means of Dust Control, and MUST cleanup in all in driveways and street as needed.
- All contractors, delivery companies and all service providers MUST park in the driveway of the unit they are working in and are prohibited from parking in the streets. A large delivery truck may be allowed to park in the street while unloading, however must leave appropriate space not to obstruct vehicular traffic.
- All contractors, delivery companies and all service providers are prohibited from using communal dumpsters for disposal of construction debris. All construction debris and loose packing materials MUST be carried off-site and disposed at proper facilities.
- Trash containers and discarded furniture pieces MUST be set at the curb no earlier than the night before scheduled Trash Removal. Empty trash containers must be removed from the curb by the end of the day.

The listed regulations above should be presented by the residents to the contractors at the time of commitment to the project. The contractors MUST be informed that failure to observe the above regulations will result in financial penalties to the resident and the contractor or service provider might be prohibited from entering the grounds.

Woodhawk One Board

WOODHAWK ONE

Vendors and Homeowners Rules and Regulations / Ohio Release of Liability

This Release of Liability is made on this _____ day of _____, 20____, by and between:

Releasor (Contractor/Homeowner/Vendor):

Name: _____

Address: _____

and

Releasee:

Woodhawk I Club Condominium Association, including its **Board of Directors** and **Maintenance Company**

Address: 202 Quail Roost Dr., Mayfield Heights, OH

This document is intended to release the party named as the **Releasee** from any liability for injuries, damages, or losses that the **Releasor** may sustain while performing work or participating in activities on the property. This release is made in accordance with the laws of the State of Ohio.

By signing below, the **Releasor** acknowledges the inherent risks involved in the activity described and agrees to release and discharge the **Releasee** from any and all claims, demands, actions, or causes of action arising out of or relating to the activity. This includes any injury or damage incurred, whether known or unknown, at the time of signing.

Activity Description:

The Releasor affirms that they are of legal age and mentally competent to sign this release. If the Releasor is a minor, a parent or legal guardian must sign on their behalf. This release is binding upon the Releasor, their heirs, successors, and assigns.

This agreement shall be governed by the laws of the State of Ohio. If any provision is deemed invalid or unenforceable, the remaining provisions shall continue in full force and effect.

This document constitutes the entire agreement between the parties and supersedes all prior agreements or understandings.

Releasor's Signature: _____

Releasor's Printed Name: _____

Date: _____

[Optional for Association Records]

Association Representative Name: _____

Title: _____

Signature: _____

Date: _____

Please return a signed copy by email to: oosipoff@carlylemanagement.com
Or drop off at the gatehouse, Attn: Management Office.