

ROYAL MAUIAN – GUEST RULES AND INFORMATION

ALOHA AND WELCOME TO THE ROYAL MAUIAN

To help you enjoy our home and assist you in understanding how the Royal Mauian operates our Guest House Rules and Information are attached. All the rules are important; however, we would like to bring your immediate attention to the following:

SAFETY

USE THE POOL AT YOUR OWN RISK. THERE IS NO LIFEGUARD ON DUTY.

The beach and ocean are public property and are not part of the Royal Mauian. Read and observe all Public Beach warning signs. If you use the beach or ocean, we recommend that you use them with caution because there can be high surf or other hazardous conditions.

ACTIVITIES

Our complex is designed for passive activities. Running, Frisbee, paddleball, bocce, ball throwing, lawn games or other sporting activities and unnecessary noise are not permitted on the property. The adjacent park is available for sporting activities.

APPEARANCE

No items of a personal property, especially beach items (chairs, bogie boards, surfboards, paddleboards, etc.), should be left in the common areas nor should they block the entryways. Do not place anything on the lanai that creates a safety hazard. Towels or anything else should not be hung on the lanai railings or hedges.

GUESTS

Renters may not invite guests to use any of the common elements (roof garden, pool, lawn, parking lot) as our facilities are limited.

NOISE

Please refrain from making noise anywhere on the property that can disturb other occupants at any time of day or night. This includes the swimming pool area, which is maintained as a quiet place to relax. If the unit or lanai has a hard surface floor (tile or wood), care should be taken when moving chairs and tables so they do not create any noise.

SMOKING (Including Vaping)

Smoking is prohibited on all lanais and in all common areas (lawn, roof, pool, lobbies, corridors and parking lot except for the designated area). Smoking at the Royal Mauian is only permitted at the designated smoking area in the parking lot under the plumeria tree and inside units when permitted by the owner.

Mahalo for helping us to maintain the pleasant and peaceful environment of the Royal Mauian for all of our owners and renters to enjoy. We hope you enjoy your stay

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CHECKING IN

ARRIVAL — All owners, renters, and guests must fill out a registration agreement form at the Front Desk within 24hrs upon arrival. This is in addition to any registration renters made with an owner or a rental agency.

FRONT DESK — The front desk is an operation of the Royal Mauian Homeowners' Association. It provides the following services to owners, renters and registered guests: accepting delivery of mail and small items via USPS, selling stamps, and for a fee making copies, sending and receiving faxes, printing out boarding passes. No UPS / DHL / FedEx packages will be accepted for renters or guests. All such packages must be delivered to the unit and the renter is responsible to arrange acceptance. The Front Desk is not a rental agent or on-island representative and will not provide access to any unit, other than to an owner. Office hours are from 8 AM to 12 noon and 1 PM to 4 PM. Monday – Friday. Complimentary coffee & tea available daily from 10am-1pm in the lobby.

GUESTS — Renters may not invite guests to use any of the common elements (roof garden, pool, lawn, parking lot). Owners may invite up to eight guests to join them in using the roof garden, pool or lawn.

ACCESS CODES — Access codes are utilized for entrance to the swimming pool, roof garden BBQ's, roof top & basement restrooms, 2nd floor library & lobby door. Codes are provided directly to owners, property managers, as well as posted on the AOA website. It is the responsibility of owners & property managers of rental units to make sure their guests are aware of the access codes in the event of after-hours and/or weekend arrivals.

LIMITATION OF OCCUPANCY — Under rental conditions, the maximum number of occupants, including infants, per unit is as follows: One bedroom = four (4) people, Two bedrooms = six (6) people, Three bedrooms = eight (8) people. Owners must ensure this rule is followed.

MINIMUM NIGHTS STAY ON RENTALS — There is a five (5) night minimum stay for rentals at the Royal Mauian. Owners must ensure their vacation rental agency follow this rule.

MOTOR VEHICLES (Autos, Trucks, Motorcycles, Mopeds, etc.) — Parking is at your own risk and the Association assumes no liability. Parking is limited. **Therefore, only (1) rental vehicle per unit is permitted to park on the property.** Please park between the designated parking lines and respect the **reserve/handicap** parking signs. Drivers of larger size vehicles should make sure they do not create obstructions. All drivers must obtain a parking permit from the front desk and place it on their vehicle as directed, or face the possibility of having their vehicle towed at their expense. Only owners may use the parking lot to store (parking overnight) a vehicle while not in residence. A bicycle and moped parking area has been provided on the south end of our parking lot. Bicycles only may also be stored under the stairs at both ends of the building. Mopeds are required to park in the designated area at the south end of our parking lot. Car washing facilities are located in the basement and available for those in residence.

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COMMON ELEMENTS AND FACILITIES

COMMON AREAS — Corridors, elevators, lobbies, parking areas, roof garden, lawns and the pool are considered common areas. Running, frisbee, paddleball, bocce, ball throwing, lawn games or other sporting activities and unnecessary noise are not permitted on the property. The park is available for sporting activities. No items of personal property, especially beach items (chairs, bogie boards, surfboards, paddleboards, etc.), should be left in the common areas nor should they be allowed to block the entryways. No advertising signs are allowed unless approved by the Resident Manager. Tampering with any part of the building or property is not permitted and anyone found doing so will be held responsible for the cost of damages. Common areas cannot be altered, changed, or added to without the written permission of the Board.

LAWN FURNITURE — Lawn and pool furniture may not be reserved. To allow for a short swim, etc., furniture may be left unoccupied only for a short time period. If this rule is followed, there should be fewer lawn furniture shortages. Lawn or pool furniture may not be moved onto the lanais, the terrace area above the front lawn sidewalk or beyond the designated area on the lawn (see the sign on the lawn). Please leave a passageway across the front of our grassy area next to the ocean, this is a State of Hawaii right-of-way and should not be blocked.

LANAI - There is no barbecuing or cooking of any kind on the lanais. Refrain from shaking or throwing anything from the lanai. Do not place anything on the lanai that creates a safety hazard nor hang towels or anything else on the lanai railings or hedges.

LANDSCAPE — No owner or guest is permitted to tamper with flowers, plantings, trees, or irrigation equipment, valves and faucets. No one is permitted to prune, relocate, remove, or alter in any way, the plants, trees, shrubs, irrigation equipment etc., nor is anyone permitted to plant additional plants, shrubs or trees without the permission of the Resident Manager or Board of Directors.

LIBRARY – On the second floor just north of the elevator landing is a free lending library. All owners, renters and guests are welcome to use it and also to donate books. Your pool/ roof garden access code opens the door. Please keep it tidy for the next person.

PADDLEBOARD, SURFBOARD AND KAYAK STORAGE

A storage space is available free of charge, *use at your own risk*, and is located in the driveway near the basement. No paddle/surf boards are to be stored or left in any common areas (lawn, hallways) or lanais. No boards are allowed in the elevators.

POOL - USE THE POOL AT YOUR OWN RISK. THERE IS NO LIFEGUARD ON DUTY.

The pool is only for the personal use of owners, owners' guests and renters.

The Pool is open from 8:00 AM until 8:30 PM.

The swimming pool is maintained as a quiet place to relax. Please respect the right of others, either at the pool or in their units, so they can relax without being exposed to excessive noise.

The Swimming Pool Rules are posted inside the pool area. Please observe them.

- All children, under the age of twelve using the pool, must be accompanied and supervised by a responsible adult at all times.

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- Children that use diapers must wear swimming diapers.
- No running, diving, pushing, climbing over fence, or boisterous conduct is allowed.
- Swimming is not allowed in any other than proper swimming apparel.
- No scuba gear, swim fins, large flotation devices, surfboards or other beach items are permitted.
- Breakable items are not permitted in pool area.
- Please shower before entering pool to remove sand and suntan oil.
- Spray Suntan/Sunblock Lotions may not be used in the swimming pool area & entry walkways and near any glass fences. The over spray of suntan/sunblock lotions cause damage to the grass, corridors/walkways and stains glass
- Board of Health regulations requires that all persons known to or suspected of having an infectious disease or wearing Band-Aids or bandages shall be excluded from entering the pool.

The gates are self-closing and must remain closed at all times.

ROOF GARDEN — The roof garden hours are 7:30 AM to 10:00 PM or 9:00 PM if unoccupied. The Roof Garden is only for the private use of owners, owners' guests and renters. Renters may not invite non-resident guests to the Royal Mauian except to their unit. Please help us maintain the safety and security of this facility by keeping the door to the Roof Garden and the roof restroom locked at all times. For their safety, children under 12 years of age are not permitted on the Roof Garden unless accompanied by an adult. Barbecuing is permitted only on the gas grills provided but no more than two BBQs maybe used by any group. Please make sure you turn off the BBQ grills and clean them when you are finished. Brushes are available to clean the grills. Owners, renters and guests are expected to clean up all food and beverages from the tabletops and put chairs and tables back in their original location. The kitchen facilities must be shared and kept available for others to use. No outside catering is permitted in the common areas without Board approval. Except with Board approval, the Roof Garden must be available for use by all owners, renters and guests at all times.

Owners and renters may join together to have dinner parties, etc. on the Roof Garden but must adhere to all the house rules. If the group is larger than 16 the Front Desk should be notified at least three days in advance. Absolutely **NO** wedding receptions.

SAFETY

BEACH AND OCEAN - USE THE BEACH AND OCEAN AT YOUR OWN RISK.

The beach and ocean are public property and are not part of the Royal Mauian. Read and observe all Public Beach warning signs. If you use the beach or ocean, we recommend that you use them with caution because there can be high surf or other hazardous conditions.

ALSO USE THE POOL AT YOUR OWN RISK. THERE IS NO LIFEGUARD ON DUTY.

EMERGENCIES — Fire / Medical Aid / Police - CALL 911

For the location of doctors, pharmacies, dentists, etc., consult the yellow pages.

For problems that endanger your unit and/or other units such as a flood or waste line backup there is an Association emergency number 808-344-9902 that can be used when the office is closed.

This number should not be used for problems that are not the responsibility of the Association such as an appliance not working, a toilet stoppage or a non-owner that is locked out of their unit.

Renters should contact the person or organization that rented them the unit for such problems.

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FIREWORKS- All types of fireworks, including sparklers, are prohibited anywhere on the property.

CHILDREN — Adults are responsible for all children that they bring to the property. At no time are children of any age to loiter in the lobby or elevators. An adult must accompany children under 12 using the elevators, pool or roof garden. This is for their safety and in order to prevent difficulties and inconveniences.

SECURITY AND SAFETY - Unfortunately thieves are everywhere, even on Maui. It pays to be careful. **LOCK YOUR DOORS AT ALL TIMES EVEN WHEN YOU ARE IN THE UNIT.** Do not leave any valuables in your car. First floor units are equipped with motion detecting lights on their lanais; please leave the light switch for this light on at all times. Please use the dead bolts on entry doors, lanai door locks and the peephole on the entry door. Throwing items from the building, lanais, or the roof garden, is not permitted. Owners and occupants should report to the Resident Manager any potential safety or security problem(s) that they notice.

SIRENS - The State's Emergency Broadcast System sirens are tested at 11:45 AM the first business day of each month.

GENERAL INFORMATION / RULES

COMPLIANCE / RESPONSIBILITIES - Renters and guests must familiarize themselves with these House Rules upon occupying their unit. Please note that lack of notification is not an excuse for unacceptable behavior. Owners are held fully responsible for the conduct of all their renters, guests and visitors, including children. If a renter or guest does not comply with the Guest Rules or the directions of the Resident Manager or staff, the owner or their representative will be requested to immediately take steps to stop and correct any violation of the intent or meaning of these Guest Rules. The Board may subject the owner to a fine of up to \$250 per day per violation. Renters should be aware that owners would most likely hold them responsible for any fines for which they are accountable. If an owner or representative is unable to control unacceptable behavior of a renter, guest or visitor, such owner or representative shall, upon request of the Board, immediately remove or evict such person(s).

ANIMALS — All animals, except for service animals, are prohibited in all areas of the property. Service animals must be on a leash or in a carrier and wear an identifying tag or vest in all common areas. The owner of a service animal must be in control the animal at all times and ensure it does not defecate or urinate in any common area of the property.

Please do not feed the birds or other animals as it attracts pests.

CONSERVATION AND APPLIANCE USAGE— Any help you can provide in conserving water and energy will be appreciated. Please use the dishwasher only when you have a full load in order to save water, which is a limited resource on Maui. Also please clean the lint filter in the clothes dryer before every use. Do not put too much soap into either the dishwasher or the washing machine because excess soap will cause overflows in the unit and backups elsewhere in the drainage system.

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NOISE — Please refrain from making noise, anywhere on the property, which can disturb other occupants at any time of day or night. This is particularly applicable before 8:00 AM and after 10:00 PM. If the unit or lanai has a hard surface floor (tile or wood) then all chairs and tables must have pads or other material on their legs and care should be taken when moving them so they do not create any noise.

PEST CONTROL — This is a joint responsibility of each owner, renter or guest and the Association. The Association will have each unit sprayed quarterly. Noncompliance by the owner, renter or guest will result in the cost of re-spraying if necessary and a possible fine.

RECYCLE – Living on an island presents unique responsibilities. Because of this, we offer limited opportunities for recycling. The Right Elevator *Only* takes you to the basement area, there are bins for aluminum cans, plastic /glass bottles, newspapers and flattened cardboard boxes.

SMOKING (includes Vaping) - Smoking at the Royal Mauian is permitted at the designated smoking area in the parking lot under the plumeria tree and inside units when permitted by owner. Smoking is prohibited in all common areas (lawn, roof, pool, lobbies, corridors and parking lot except for the designated area) and on all lanais.

STAFF INTERACTION - Employees and contractors of the Royal Mauian are under the sole direction of the Resident Manager. They may not be diverted or directed by any owner, renter or guest. All suggestions, such as repair work to the common areas should be submitted to the Resident Manager via the front desk. Compliments may be made directly to the staff or to the Resident Manager. Complaints should be submitted to the Resident Manager directly or to the Board, via email (RMAOAO@GMAIL.COM) or a memo to the Board via the front desk. See Appendix A for the Royal Mauian Workplace Environment policy.

TRASH / DISPOSAL — Please do not leave anything on the floor of the trash room. Grocery cartons or bulky items that could block the chute should be taken to the basement and put directly in the trash dumpster at the loading dock. Disposable diapers should never be put in the trash chute. We ask that they be sealed in plastic bags and taken to the basement and put directly in the trash dumpster at the loading dock. All trash must be secured in a plastic bag before putting it down the trash chute or taking it to the dumpster at the loading dock. Used cooking grease should be put into a receptacle that is kept under the sink in each unit. Grease receptacles should be changed as required and used ones fully sealed and placed in the trash. Owners that rent their units should provide plastic trash bags and cooking grease receptacles for their renters to use.

Every apartment is equipped with a disposal in the kitchen sink for the disposal of biodegradable food scraps and waste. Please run the water for at least 30 seconds after the disposal has completed processing the waste.

If you use the In-Sink-Garbage-Disposals please observe the following Don'ts:

- Do not pour cooking grease or oil down the sink! Place it in the receptacle under the sink.
- Do not put fibrous items such as corncobs, avocados, lettuce, asparagus, onions etc. into it!
- Do not put large bones or non-biodegradable items such as cigarette butts or plastic into it!
- Do not put pasta or rice into the disposal.