

HIGH TIDE

ASSOCIATES

Real Estate Services • Brokerage • Regime & Association Property Management

The Cotton Hope I Villas *Horizontal Property Regime*

Welcome to Cotton Hope I. Please take some time to relax and review the helpful and essential information provided. Be certain to visit our Website at <https://hightideassociates.com> for all Governing Documents (i.e., Master Deed, Bylaws, Rules and Regulations, etc.) and carefully review all documents in full. If you have any questions, please do not hesitate to contact the Regime Management Company.

Regime Management Company:
HIGH TIDE ASSOCIATES
Drew Davis
Property Manager

HIGH TIDE ASSOCIATES
P.O Box 7665
Hilton Head Island, SC 29938
55 New Orleans Rd. Suite 211
Hilton Head Island, SC 29928
Direct 843-816-4141
Fax 843-686-2204
www.htausa.com

Resident information:

To assist in delivering the utmost service and to improve the quiet enjoyment of the community, The Cotton Hope HPR I requires that you please fill out and submit the enclosed CONTACT INFORMATION SHEET. This will assist us in contacting you when necessary.

Amenities:

As a resident of The Cotton Hope I community, you have access to the on-site pool. **ONLY RESIDENTS OF COTTON HOPE I ARE PERMITTED TO USE THE POOL.**

Parking:

IMPORTANT

All vehicles must have a Cotton Hope I Parking Decal. Please go to the High Tide Associates office at 55 New Orleans Road Suite 211 to obtain your Parking Decal. You must bring your lease, vehicle registration, insurance, and photo Id along with \$15 check or money order for each vehicle. All bikes must be stored on bike racks that are provided throughout the community. Please refer to the Rules & Regulations, Articles 5 and 6.

HIGH TIDE

ASSOCIATES

Real Estate Services • Brokerage • Regime & Association Property Management

Unit Keys:

It is very important for us to have a key to your condo. Please be assured that we have a key control policy in place. It is required that TWO keys of your unit be on file with High Tide Associates IN CASE OF A MAINTENANCE EMERGENCY and to provide scheduled monthly pest control.

Pest Control:

Pest control is a scheduled monthly service that is part of your monthly regime fee. There is an alternating schedule of interior treatment. **It is very important we have the key to your condo in order to provide this scheduled monthly service.** Routine pest control service in **all** condos is essential. Pest control is the last Thursday of the month for all buildings.

Refuse:

Please dispose of your properly bagged household trash in the dumpsters provided throughout the community. Please refrain from leaving trash on the outside of the dumpster.

Pets:

Pets are welcome at The Cotton Hope I. Please use Doggie Stations posted on the common areas. The law requires that all pets are on a leash when outside the unit. Please be aware of the town CODE OF ORDINANCES.

Picnic Tables & Grills

Common area picnic tables and grills may not be used after 10:00 PM. Please clean up afterwards.

Unit Leaks: Report all leaks to High Tide Associates immediately!

Rules & Regulations:

Rules and regulations are developed to assist in the upkeep of a safe and enjoyable community. It is imperative that you read and understand the Rules and Regulations of the community. If you have any questions or concerns, please contact High Tide Associates. Please review enclosed THE COTTON HOPE I RULES AND REGULATIONS. *Please sign and return the CONTACT INFORMATION SHEET. *

Helpful Numbers:

1. HHI PSD I (Water) 843-681-5525.
2. Palmetto Electric (Electric) 843-681-5551.
3. Time Warner (Cable, telephone and internet) 843-785-3070.
4. Starlight 843-686-5000.
5. Beaufort County Sheriff's Office 843-785-3618.
6. Hilton Head Fire Department 843-682-5100.
7. Hilton Head Hospital 843-681-6122.
8. Beaufort Animal Control 843-846-3904.
9. After-hours emergencies concerning your unit 843-683-0968

P.O. Box 7665 • Hilton Head Island, SC 29938 • Phone 843-686-2241 • Fax 843-686-2204 •
www.htausa.com



HIGH TIDE

ASSOCIATES

Real Estate Services • Brokerage • Regime & Association Property Management

Hurricane Preparedness:

Please visit the Town of Hilton Head website www.hiltonheadislandsc.gov or Beaufort County website www.bcgov.net.

Insurance:

The regime insurance is for catastrophic conditions. Owners are responsible for obtaining contents insurance, known as an HO6 policy. Please see the attached for additional information. It is highly advisable that owners require their renters to obtain their own renters' insurance!

If you have any questions or concerns, please contact our receptionist, at 843-686-2241 or e-mail reception@hightideassociates.com .

Revised 2026

Cotton Hope I HPR

Rules & Regulations

- 1. RENTAL UNIT OCCUPANCY:** No more than 4 adults are permitted to reside in a single unit. Any unit found to be over occupied will be fined \$100.00 per week until such time that the occupancy meets the criteria for occupancy.
- 2. PARKING:** Each unit is allotted only one parking space underneath the buildings and this is on a “first come, first served” basis. Cars that are illegally parked, double- parked, inoperable or abandoned are subject to be towed at owner’s expense. Trucks larger than 1 ton are not permitted to park on the property. All vehicles must have a valid parking decal or visitors pass.
- 3. KEYS:** In accordance with the By-Laws of the Master Deed of Cotton Hope HPR all owners and their tenants must provide the management company with a working key to their unit for access in the event of an emergency and to also provide access for the pest control company.
- 4. PEST CONTROL:** Any owner or resident who refuses scheduled pest control service will be subject to: 1) a written warning, and 2) a fine for each refusal of service. If refusal is based on a medical condition, the owner or resident must provide a letter of explanation from a qualified Doctor and alternative pest control methods will be considered.
- 5. VEHICLE ADMINISTRATION INFORMATION:** Vehicle decals and visitor passes may be obtained from the on-site Code Enforcer. Please call **843-686-4141** to arrange for an appointment with the on-site manager to obtain your decals or visitor passes. Owners are allotted 2 owner decals at no charge. Owners requiring additional decals will be charged \$15.00 per additional decal. Decals are only valid for the duration of a tenant’s lease
A maximum of four decals will be issued to each unit. Vehicle passes are to be displayed on the driver’s side windshield. Decals and passes will not be issued to owners or residents of owners whose regime accounts are 60 days or more past due.
- 6. PARKING STICKERS ARE NOT TRANSFERRABLE:** If the vehicle is sold, the decal from that car must be removed and exchanged for a new decal issued by the on-site manager at no charge. If the old decal is not returned a \$25.00 charge will be levied for its replacement
- 7. VEHICLE STORAGE / REPAIRS:** Storage of vehicles while in disrepair is prohibited. Mechanical repairs of any kind are prohibited in the parking lots at Cotton Hope. This includes engine repair and changing of motor oil. Abandoned vehicles will be towed at owner’s expense.
- 8. SPEED LIMITS / NOISE ORDINANCE:** The maximum speed limit on the roadways in the parking areas is **15 MPH**. Playing excessively loud music in cars is prohibited. Lower the radio’s volume in your car

when entering the property. All residents shall exercise care to avoid creating unnecessary noise that will disturb the peace & tranquility of the property. Musical instruments, radios, televisions, stereos and other amplified equipment for entertainment purposes should be confined to inside the units. Excess noise is further defined as “noise that can be heard beyond the perimeter of the unit itself.”

9. **BICYCLES AND CHILDREN’S TOYS:** As a safety concern, children’s toys, children’s bikes and adult bicycles are not to be left in any parking areas. Bicycles are to be stored in bicycle racks provided for your convenience.
10. **BALCONIES, STAIRS, AND WALKWAYS:** Balconies and walking areas are for recreational use and not to be used as storage space. The only allowable objects on balconies are patio/deck furniture, plants, firewood, one storage chest, and bicycles. Plants on the floor must have a saucer underneath and cannot be placed on the railings. Small bird feeders may be hung from the wood portions of the balconies. No objects are allowed on the walkways or stairs.
11. **BOATS / TRAILERS:** No boats, trailers or campers are permitted on property.
12. **SATELLITE DISH: SEE FORM** No co-owner, resident or lessee shall install wiring for telephone, television, radio antennas, A/C units or similar electrical devices outside of your unit or that protrudes through the walls or roof of your unit except as authorized by the Board of Directors. Satellite dishes are not permitted on the common property in Cotton Hope I Horizontal Property Regime. The common property includes the roofs, all balcony railings and grounds.
13. **NO RESIDENTS OF THE PROPERTY SHALL:**
 - Post any advertisements or posters of any kind in or on the property except as authorized by the Board of Directors.
 - Hang garments, towels, rugs or similar items from the windows or balconies or from any of the facades of the buildings.
 - Dust mops, rugs or similar items are prohibited from being shaken or beaten from the windows or balconies of the unit.
 - Throw trash / garbage outside the designated disposal areas on the property. **All refuse must be placed in the trash containers that are provided for your convenience and health & safety. Violators of this policy will be fined accordingly.**
 - Act so as to interfere unreasonably with the peace & tranquility of the residents residing on the property.
 - Maintain any pets that cause distress to co-owners through barking, biting, fighting, scratching or damaging of the property. All dogs must be on a leash at all times when on the common areas of the property. **BEAUFORT COUNTY LEASH LAWS ARE IN AFFECT. VIOLATORS WILL BE FINED ACCORDINGLY.**
14. **CHARCOAL / GAS GRILLS:** Safety regulations do not permit the use of charcoal or gas grills to be used on any balconies. The use of charcoal or gas grills on wooden balconies is dangerous and is prohibited. Anyone caught using a charcoal or gas grill on their balcony will be fined accordingly.
15. **WINDOWS AND SCREENS:** All windows and screens must be properly maintained at all times. Broken windows and screens must be repaired to conform to the general appearance of the overall building. All window treatment must be white or off-white in color. Flags, bed spreads or colored shirts are prohibited.

16. **SECURITY:** Residents are responsible for their own safety. We do not warrant that the security that is provided is capable of deterring or preventing crime. All residents are encouraged to assist in crime prevention. Report any violations of the Rules & Regulations of Cotton Hope HPR to the property manager at 843-686-2241, and if you observe any suspicious activity or life threatening emergencies call **911** for immediate assistance from the **Beaufort County Sheriff's Department**.
17. **POOL RESTRICTIONS AND REGULATIONS: The pools are for the exclusive use** of owners, tenants and their guests. Swimming is permitted during daylight (dawn to dusk) only. **No animals are allowed in the enclosed pool areas.** The use of glass containers of any kind are prohibited in the enclosed pool areas. Children under the age of **16** must be accompanied by an adult. No loud or boisterous behavior is permitted. Proper bathing attire is required at all times. Swimmers must abide by **DHEC Rules & Regulations** that are posted at each pool location. **SWIM AT YOUR OWN RISK**
18. **WATERBEDS:** No waterbeds are allowed in any units.
19. **RULES & REGULATIONS (SIGNING REQUIREMENTS):** All owners that rent their units are required to have their tenants sign a copy of the Rules & Regulations. This signed copy must be provided to the on-site manager along with a copy of the rental agreement prior to occupancy of the unit. Failure to provide a signed copy of the Rules & Regulations to the on-site manager will result in a **\$100.00 fine** levied against the owners regime account. In addition, **no parking decals will be issued without these documents on file.**
20. **FINES:** In the event of any breach of the above Rules & Regulations contained in this document, or any provision of the Master Deed and By-Laws, the regime will have the right after **one (1) warning**, to fine the units owner **\$100.00** that will be levied against the owner's regime account.
21. **OWNER'S RESPONSIBILITIES:** Owners are ultimately responsible for the actions of their tenants. The Board of Directors shall review reasonable action taken by an owner to correct a violation of the Rules & Regulations. Any monies collected as a result of penalties levied against an owner for violations of the Rules & Regulations shall be deposited into the operating account. Failure to pay a violation fine may result in a lien being placed on your property.
22. **UNIT INSPECTIONS: High Tide Associates**, as management agent for Cotton Hope HPR, has the right to inspect each unit for pest control problems. Owners will be issued a warning in the event their unit is found to be unsanitary or is originating a pest control problem. Upon receipt of the first warning, the owner has **one (1) week to rectify** the problem and improve the sanitary quality of the unit. Upon re-inspection, if the unit remains in the same, unsanitary condition, the owner will be fined \$100.00 per week until the unsanitary conditions are corrected.

Pool Rules and Regulations

Please read carefully. Failure to comply with the following rules and regulations will result in fines applied to the unit owner's account and loss of pool privileges. Authorities will be contacted for trespassing.

- 1. Proof of Cotton Hope residency may be required to use the pool.**
- 2. Pool hours Daylight Hours / Dusk to Dawn Only!**
- 3. Guests Limit: 4 per unit.**
- 4. Unit resident must be with guests.**

5. No children under 16 years old are allowed in the pool area unless accompanied and supervised by an adult of 18 years of age or older. Supervising adult must be inside the pool fenced area.
6. Pets prohibited in pool area – no warnings provided: automatic \$100 fine.
7. Food and Beverages are prohibited inside the pool areas – subject to \$100 fine.
8. Alcoholic beverages prohibited inside the pool area– no warning: automatic \$100 fine.
9. Proper swim attire must be worn. No street clothes allowed. Cut-off jeans and Bermuda shorts prohibited.
10. Pool parties – prohibited.
11. Diaper wearing infants and toddlers must wear swim diapers or protective and sealed swimsuits.
12. Running, ball playing, and noisy or hazardous activity, loud behavior is not permitted in the pool area. Pushing, dunking, and dangerous games are not permitted.
13. No sliding down, hanging from or jumping off pool railings and ladders.
14. Snorkeling equipment, other than a mask, may not be used in the pool area
15. Only radios/CD/MP3/tape players equipped with earphones are permitted at the pool areas
16. Pool furniture is not to be moved from the pool area. No standing on, jumping from or using the pool furniture in a way other than intended.
17. All persons using the pool area must cooperate in keeping the area clean by properly disposing of cigarettes, trash, etc.

Violations of Rules of Conduct May Result in Fines Levied against the Owner Account by the Cotton Hope Owners Association, Inc. (“Association “) and/or loss of pool area privileges for all residents of the unit.

****Delinquent Owners, Outstanding Fines and Residents Not Registered are Prohibited from the Pool.**

Rules & regulations subject to change.

23. SCHEDULE OF FINES:

VIOLATION	1st VIOLATION	2nd VIOLATION
• Illegal Acts	\$100.00	\$100.00
• Discharge firearm / fireworks	100.00	100.00
• Damage to common property	100.00	100.00
• Grill on balcony	100.00	100.00
• Noise disturbance	Warning	100.00
• Open alcohol container	Warning	100.00
• Speeding on property	Warning	100.00
• Violation of pool	Warning	100.00
• Loitering	Warning	100.00
• Balcony violations	Warning	100.00
• Trash disposal violation	100.00	100.00
• On-site automotive repairs	Warning	100.00
• Soliciting	Warning	100.00

- | | | |
|-----------------------------|-----------|--------|
| • Posting advertising | Warning | 100.00 |
| • Unapproved Satellite Dish | \$ 100.00 | 100.00 |

I have read the above Rules & Regulations and understand that if I am found in violation of any of these rules that I will be given the appropriate warning or fine listed above.

Resident #1

Resident #2

Resident #3

Resident #4

Rental Agent (if applicable)

Unit # _____

Date _____

**HIGH TIDE
ASSOCIATES**

55 NEW ORLEANS ROAD • FOUNTAIN CENTER • SUITE 211 • HILTON HEAD, SC 29928
P.O. BOX 7665 • HILTON HEAD, SC 29938
PHONE: (843) 686-2241 • FAX: (843) 686-2204
www.htausa.com

WARNING

Cotton Hope I

Charcoal / Gas Grills

Charcoal / Gas Grills: Safety regulations do not permit the use of grills, of any kind, to be used on balconies. The use of grills on wooden balconies is dangerous and strictly prohibited.

Grills cannot be stored on balconies. Anyone caught using a grill of any kind will be fined accordingly.

Failure to comply with removal of the grill within 24 hours will result in fines and contacting the Hilton Head Fire Department if needed.

Open Flame Cooking Devices Are Not Permitted To Be Used Or Stored On Combustible Balconies/Patios Or Within Ten Feet Of Combustible Construction. Those Who Violate This Regulation Can Be Cited For The Violation And Be Fined Up To \$1062 Daily

Charcoal grills are located throughout the property and available to all Cotton Hope Residents. Residents are responsible for cleaning the grill after each use.

Cotton Hope I

Notice

Illegal Dumping

The Cotton Hope dumpsters are for bagged household trash only

Illegal disposal of appliances, electronics, furniture, mattresses, and construction debris is occurring at Cotton Hope I. Disposal of illegal dumping material and debris **costs The Cotton Hope owners money.**

Signs are posted at each dumpster area. Fines will be applied to individual accounts. In addition to fines by Cotton Hope HOA, it is a county violation and subject to fines in excess of \$1,000.00 by the Beaufort County Sheriff's Department

A trash and recycling center is less than one half (1/2) mile from Cotton Hope on Dillon Road.

Your help is needed to stop illegal dumping. To report illegal disposal of junk, please get the car type, license plate, date and approximate time. The contact:

BC Sheriff's Department
Lance Corporal Jay Cook
843-812-6897

-or-

BC Sheriffs Department
Corporal Kyle Strickland
843-441-8455

Your help is appreciated.

Drew Davis

Property Manager/ Cotton Hope I

High Tide Associates

55 New Orleans Rd. Ste 211

Hilton Head Island, SC 29928

Direct: 843-816-4141

Office: 843-686-2241

Drew@hightideassociates.com

www.htausa.com

HIGH TIDE

ASSOCIATES

Real Estate Services • Brokerage • Regime & Association Property Management

COTTON HOPE I

Owner Contact Information Sheet

Please take a few moments and fill out the information requested below. This information is for regime business and should we need to reach you in the event of an emergency. Please return by mail, fax or email.

Unit _____

Owner Name: _____

Mail address: _____

City: _____ State _____ Zip: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ Fax: _____

E-mail: _____

Emergency contact name: _____

Emergency contact number: _____

Rental Company & Contact Name: _____

Phone number: _____ Email: _____

Renter Name: _____ Renter Phone Number: _____

Drew Davis
Property Manager / Cotton Hope I
Drew@hightideassociates.com
Direct Line: 843-816-4141

HIGH TIDE ASSOCIATES

Real Estate Services • Brokerage • Regime & Association Property Management

THIS FORM IS FOR COTTON HOPE I

Association Dues

AUTHORIZATION AGREEMENT FOR DIRECT PAYMENTS (ACH DEBITS)

ALL DIRECT DRAFT TRANSFERS WILL BE DRAWN ON OR AROUND THE 10TH OF THE MONTH OF WHICH IT IS DUE.

I (we) hereby authorize High Tide Associates (HTA), hereinafter called **COMPANY**, to initiate debit entries to my (our) checking or savings account indicated below at the depository financial institution named below, hereafter called **DEPOSITORY**, and to debit the same to such account. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Your Banking Information:

Depository Name: _____
(Bank Name)

Branch: _____
(Location)

City: _____

State: _____

Routing Number: _____

Account Number: _____

Checking Account _____

Savings Account _____

This authorization is to remain in full force and effect until **COMPANY** has received written notification from me (or either of us) of its termination in such time and in such manner as to afford **COMPANY** and **DEPOSITORY** a reasonable opportunity to act on it.

If you wish to stop direct draft you must notify High Tide Associates in writing, including the date you would like the services to be discontinued.

Your Personal Information: (Please Print)

Account Number (Example: *CHI123*): _____

Name(s): _____

Phone Number: _____ day _____ evening

Signature: _____ Date: _____

Signature: _____ Date: _____

PLEASE ATTACH A VOIDED CHECK TO THE BOTTOM OF THIS AUTHORIZATION FORM