

POLICIES AND PROCEDURES INDEX

Election of Board Member Process

Indian Rocks Preservation Program

Indian Rocks Clubs and Groups

Candidate Requirements

Deed Back Policy

Rental Policy

Boat Slip, PWC & Launch Policy

INDIAN ROCKS POA POLICY AND PROCEDURE

ELECTION OF BOARD MEMBERS PROCESS

January 2022

Announcement of the Election

An election for open seat(s) on the Board of Directors will be announced in August on the web-site.

These announcements will require a resume and applications from prospective candidates to be submitted to the Indian Rocks office by September 25th of that election year.

Election Process

The election process for Board of Directors will be supervised and conducted by a Judge and Tellers of Election (a committee of property owners appointed by the Board of Directors in accordance with Article VIII, Section 4 of the By-Laws).

Ballots will be mailed to property owners in good standing on or before October 25th and must be returned by the Thursday prior to the scheduled November Board of Directors meeting.

The Tellers of Election will tally the votes on the Friday before the scheduled November Board of Directors meeting of that year.

Office Procedure:

1. Print a computer-generated list of property owners with the number of assessments (i.e., lots) for which they are billed.
2. Print a computer-generated list of all accounts receivable showing present balances as of October 1st. This will generate a "members in good standing" list. A representative of the Tellers of Election committee, along with a member of the Board of Directors who is not running for re-election will determine those eligible to receive ballots from the list.
3. Address labels are printed and placed on mailing envelopes of all deemed eligible to vote. Remaining address labels are left intact and saved.
4. All ballot cards are to be counted by the Tellers of Election committee representative(s) and the representative of the Board before being placed into mailing envelopes. Note: ballot cards mailed must equal number of valid votes as determined in #2 above.

**INDIAN ROCKS POA
POLICY AND PROCEDURE**

5. Each voting mailing envelope will contain:
- a. A letter with instructions on voting procedures.
 - b. Copies of resumes of the candidates.
 - c. One (1) return envelope with the following printed on the reverse side:

"This must be completed to have ballot counted

Indian Rocks Property Owners Assn., Inc.

VERIFICATION

Name (Print): _____

Signature: _____

Lot number or Indian Rocks Street Address _____

PLEASE INSERT SEALED BALLOT ENVELOPE IN THIS ENVELOPE"

- d. Ballot card(s) and envelope(s). A ballot card and a sealable envelope will be sent for each assessment (i.e., if a property owner pays three (3) assessments, that envelope will contain three (3) ballots and three (3) sealable envelopes).
6. The ballot return envelopes will be pre-addressed to:

Indian Rocks Property Owners Association, Inc.

Attention: Tellers of Election

889 Ledgedale Road

Lake Ariel, PA 18436

INDIAN ROCKS POA POLICY AND PROCEDURE

Tellers of Election Procedure:

1. Each ballot return envelope will be checked against the master list, certifying that the correct numbers of sealed ballot envelopes were received. The Tellers of Election representative(s) along with the representative of the Board will conduct this phase of the process.
2. The entire Tellers of Election committee will meet on the Friday before the scheduled November meeting of the Board of Directors to choose the Judge (Chairperson), open the sealed ballots and tally the votes.
3. Counted ballots, return envelopes, both master lists, unused address labels and the unused ballot cards will be securely boxed and labeled and retained in the Association office for a period of one (1) year from the date of the election.
4. The Judge will present a sealed envelope containing the tally of votes counted and the election results at the November meeting of the Board of Directors.

If the Board of Directors is satisfied that the results are valid, the results will be certified. Should the Board feel that it couldn't certify the election at this meeting, it will take whatever steps appropriate and legitimate according to the Covenants and By-Laws of Indian Rocks.

NOTE: At any time that a vacancy occurs on the Board of Directors, the seat will be filled by going to the last election and choosing the person with the next highest votes to fill that seat until the end of that Board member's term. If there are no candidates from the last election, The Board will advertise the open seat for 30 days and appoint by majority vote of the Board of Directors at a regular Board meeting.

Indian Rocks Preservation Program

I. Purpose

- a. The purpose of the Indian Rocks Preservation Program is to encourage property owners to purchase additional contiguous lots and pay a reduced assessment. To accomplish the intent of this program the board may on an individual basis, accept deeds back, purchase lots, release judgments and approve writing off individual account balances. This program will become effective beginning August 17, 2013.

II. Basic Requirements

- a. Applicants must be a member in good standing of the Association.
- b. Any number of contiguous lots may be purchased but one lot will be named the primary lot and be billed full assessments, or any other charges levied by the board or approved by the membership.
- c. The Association will keep a permanent record of any lots acquired in this program.

III. Dues / Assessments / Special Assessment

- a. Members who own multiple lots would not be eligible for the reduced rate on properties currently owned but would receive this benefit for any contiguous properties acquired after the inception of this policy. **Any multiple lots that are sold together would not be eligible for this program.**
- b. Properties acquired under this policy may be transferred to a new owner and the same rate structure would apply.
- c. In the event of a special assessment each lot owned by a member will be billed individually at the current rate.
- d. The primary lot will be billed at the full assessments and any contiguous lot purchased under this policy will be billed at 50% of the yearly assessment.
- e. Applicants may complete the process described herein any time throughout the year but will be billed at the full rate set forth in this program for contiguous lots.

IV. Sale of Association Lots

- a. Any member in good standing may apply to purchase an Association owned lot or lots for the purpose of this program. All applications shall be presented to the board for consideration and approval. In the event of multiple requests for the same property, applications will be considered on a first come first served basis.

Receipt by mail or by delivery to the Association only, will be considered the applicable date.

- b. Sale of lots will be at the discretion of the board by a majority vote of the board members and will be sold at fair market value.
- c. The purchaser will assume all legal costs, including the cost of document preparation, as well as all recording fees, taxes, title search, transfer tax and any other expenses related to the sale or acquisition of the property.
- d. Only contiguous lots will be eligible for this program.

V. Association Acquisition of Lots

- a. An application will be completed by the member indicating the lot(s) he or she is interested in purchasing. If the property is not in current litigation and is available for sale, the association will forward an agreement of sale which may be contingent upon association acquiring the property of deed back.
- b. In the event the Association is attempting to obtain the lot(s) through a deed back, the applicant must show that the property is free and clear of all liens and judgments and is current on property taxes prior to closing.

VI. Resale Certificates and Transfer Fees

- a. A resale certificate must be obtained and paid for by the seller. Transfer fees (Capital Improvement Fees) will be applicable for these lots.

VII. Property Use

- a. Contiguous lots purchased under this policy shall only be used as one single family residential parcel; therefore, no more than one single residence may be constructed on the lots.
- b. The cutting, clearing or any changes make to the exterior of the lots are subject to A.C.C. approval.

Definitions

Members in good standing – for the purpose of this program a member in good standing shall mean a member who has paid all dues, assessments, fines, special assessments, fees, finance charges, attorney fees, court costs or any other charges to his or her account for any lot owned individually or in common or jointly with any other person or entity by March 31st of each year.

**INDIAN ROCKS POA
POLICY AND PROCEDURE**

**Indian Rocks Clubs and Groups
January 1, 2022**

This is an agreement between the Indian Rocks POA of Ledgesdale, Inc. and any clubs or groups.

All Indian Rocks clubs and groups must follow these guidelines:

1. Send a written request to the office, with attention to the Board of Directors, to commence a new club or group. The request should include the club or group name and brief description of activities.
2. Indian Rocks clubs and groups are **not** permitted to charge membership fees.
3. Clubs and groups may have social events for members and their guests.
4. The Indian Rocks Clubhouse is available for use by Indian Rocks clubs and groups free of charge. The Clubhouse must be reserved by emailing the office in advance.
5. All information or notices about the club or group to be posted on the Indian Rocks website must be approved prior to posting.
6. A request from must be completed and approved for all postings to the Community Bulletin Board.
7. All fundraisers hosted by clubs and groups must be approved by the Community Manager/Board of Directors. All clubs and groups must comply with the following fundraising guidelines. Failure to comply will result in loss of fundraising privileges.
 - (a) All clubs and groups must keep financial records and provide the community with accounting of their income expenditures as it relates to any fundraising events held on community property within 30 days from the date of the fundraiser.
 - (b) Any club or group that is approved to run a fundraiser will be listed by Indian Rocks POA of Ledgesdale, Inc. as an additional insured on the general liability insurance policy.
 - (c) The purpose of any fundraising must be explicitly publicized prior to the activity.

INDIAN ROCKS POA

POLICIES AND PROCEDURES

CANDIDATE REQUIREMENTS

2022

1. Any candidate must be a member in good standing with the Association and has not received any Indian Rocks violations that are upheld by the Association within 12 months prior to the September 25th date when candidate resumes, and applications are due each year. Any candidate that receives a civil violation, which rises to the level of a criminal offense, if upheld by the Association cannot run for the Board of Directors for five years from the date of the violation being issued.
2. Only 2-page maximum resumes submitted by candidates themselves and distributed to members through Indian Rocks POA are permitted.
3. The resumes should include but are not limited to the following
 - a. A written statement regarding the reason you would like to serve on the Board.
 - b. Expertise that you can bring to the Board and the community that would be beneficial.
4. All candidate applications and resumes must be reviewed by an outside agency to validate information, i.e., background check, criminal check, reference, and employment checks before being placed on the ballot. If any false statements are discovered, the Board will review the findings and the candidate will not be placed on the ballot.
5. No campaign signs or mailings are permitted.
6. No solicitation or campaigning of any kind is permitted. Campaigning shall be defined as follows:
 - a. Door to door.
 - b. Any and all written or oral communications initiated by the candidate or their agent.
 - c. Any communication initiated using the internet on a website set up by the candidate or his agent or communication considered to be campaigning on any website.
7. Any member wishing to contact a candidate may do so by calling or emailing the candidate if the contact information is provided on their resume.

INDIAN ROCKS POA POLICIES AND PROCEDURES

8. If the above guidelines are not followed, disciplinary actions will occur. Disciplinary actions may include but are not limited to the cancellation of any and all votes cast for that candidate.

9. Any community member that distributes literature regarding the candidate's campaign will be fined for aiding and abetting (see Fines and Fees).

INDIAN ROCKS POA POLICIES AND PROCEDURES

DEED BACK POLICY March 19, 2022

The Board of Directors will consider taking back a lot from a property owner only with a written request to the Board of Directors. The request must state the reason you would like the Association to take ownership of your lot. The lot must be free and clear of all liens and judgments to be considered.

The Board will only consider taking back a lot if the lot can be used as a community amenity, for drainage purposes or any other way the Board deems that the lot would be useful and benefit all members of the community. If the lot cannot be used for an amenity or for drainage, the owner must present proof that the lot has passed a current perc test for the Board to consider taking the lot back. All costs to transfer the property to Indian Rocks would be the responsibility of the seller.



**INDIAN ROCKS PROPERTY OWNERS ASSOCIATION, INC.
Of Ledgedale**

889 Ledgedale Road, Lake Ariel, PA 18436
PHONE: 570-689-7582 FAX: 570-689-7616
www.Indianrocks.com e-mail: irpoa@Indianrocks.com

**Indian Rocks Rental Policy
Effective 1/1/24**

ANY PROPERTY OWNER WHO IS NOT FOLLOWING THE COMMUNITY RENTAL POLICY AND PROCEDURES ARE SUBJECT TO FINES AND THE LOSS OF FUTURE RENTAL PRIVILEGES.

Effective January 1, 2023, the Board of Directors put a restriction on the number of properties that can be rented within the community. All Property Owners may only own two properties for the purpose of renting including one's primary residence.

Short Term Rentals

Property Owners, who rent their house(s) out for short term rentals as defined below, are required to pay a non-refundable rental fee of \$1,000.00 per calendar year plus a short term rental license fee of \$100 (see Section 6) and a \$25.00 fee, which is non-refundable or non-transferable, for each short term rental. Indian Rocks Short Term Rental Policy Agreement forms must be submitted for each rental. Property Owners are required to make the tenant aware and provide them with copies of all the rules and regulations of Indian Rocks.

Guest passes for all renter vehicles, both overnight and daytime visitors, must be obtained through the office after proper vehicle information is provided. Property Owners may not use homeowner vehicle tags for renters or guests. Failure to secure all vehicle passes is a violation of this policy.

If the Property Owner is currently leasing a boat slip from Indian Rocks, their renters may use the slip for a fee of \$25.00 per day, payable to Indian Rocks P.O.A. The renters must provide the Indian Rocks office with their current boat registration and insurance and submit the daily rental fee before their boat is permitted in the slip. Failure to submit the documentation or pay the fee is a violation of this policy.

Whereas, pursuant to the By-Laws of Indian Rocks Property Owners Association Inc., of Ledgedale of 2020, Article IX, The Board of Directors shall have power to adopt and publish

rules and regulations as governing the use of the property and facilities and the personal conduct of the members and guests.

Whereas, the Indian Rocks Property Owners Association Inc., of Ledgesdale currently has a rule and regulation for renters whereby Property Owners who rent their house(s) out for any period of time (week, weekends, weekly, monthly or yearly) are required to make the tenant aware of and provide them with copies of all rules and regulations of Indian Rocks. Anyone renting their home needs to abide by the current year's rental policy, which is available at the association office, as well as on the official website (www.indianrocks.com). Car stickers or guest passes are required to be displayed on all vehicles.

In addition to the Indian Rocks Short Term Rental Policy and Application Guidelines, property owners who plan to rent their home must abide by the Salem Township Short Term Rental Ordinance (<https://salem.twmwayne.com/>). An application for a permit shall be filed with the Salem Township designated official before use of the property as a short term rental.

Whereas, The Board of Directors of the Indian Rocks Property Owners Association Inc., of Ledgesdale is desirous of amending the current rule on renters to reflect certain rules regulating short term rentals.

Now therefore, the Board of Directors of Indian Rocks Property Owners Association Inc., of Ledgesdale hereby enacts the following rule:

Section 1. Purpose – The purpose of this rule is to regulate the use of preexisting short-term rentals and limit the use of future short-term rentals for purposes of providing and maintaining the rural and residential character of the association, and for preserving the value of and promoting the health, safety and welfare of the residents of the association.

Section 2. Property Owner Responsibility – The owner of the subject property shall be responsible for compliance with the provisions of this rule and all published Rules and Regulations and By-laws. The failure of any Property Owner's agency, managing agency, local contact person or renting occupants to comply with the provisions of this rule shall be deemed noncompliance by the Property Owner. The owner of the subject property must be in good standing with the Association and is responsible for compliance with these rules. A fine of \$500.00 (first offense), and a fine of \$1,000.00 (second offense) will be attached to the Property Owners' account for any violation by the homeowner or their renters. A fine of \$2000.00 will be imposed for a third and any subsequent offenses for the remainder of the calendar year and the rental privilege will be revoked in the following calendar year and the rental property will revert to the bottom of the waiting list.

Section 3: Definitions

- a. Short Term Rental – Any dwelling unit within a residential dwelling structure rented for overnight lodging for a period of not less than 2 nights and not more than one month. Any rental less than 2 nights is prohibited.
- b. Bedroom – A bedroom shall have at least one outside window for egress to follow PA State guidelines. If the room does not have a window, it cannot be considered for use as a bedroom.
- c. Dwelling unit – One or more rooms in a residential dwelling structure, including a kitchen, sleeping facilities, bath and toilet, designed as a household unit for long term residency by not more than 1 single family at a time.

Section 4: Standards

- A. The Property Owner shall, by signing the application, limit overnight occupancy of the short-term rental to the specific number of occupants designated in the application, with the number of overnight occupants not to exceed two persons per bedroom, plus an additional 3 people. A child the age of two and under shall not be calculated within the number of persons set forth in the above standards for occupancy of the short-term rental.
- B. The maximum number of day guests allowed at any one time, in addition to the overnight occupants, shall be 75% of the maximum overnight occupancy of the short-term rental.
- C. The number of bedrooms permitted for a short-term rental shall not exceed the number of bedrooms approved for the dwelling unit on the sewage permit issued for such property. Where there is no sewage permit on record, the short-term rental shall be limited to three bedrooms unless proof is provided to the association that the septic system is adequate to handle additional flows. If sewage system malfunction occurs, short term rental of the dwelling unit shall be discontinued until the malfunction is corrected in accordance with the Township and the Pennsylvania Department of Environmental Protection requirements.
- D. Outdoor parking for overnight and day guests shall be limited to available parking for the short-term rental property. In no event shall parking for the short-term rental guests include any association street or other common area. Every guest vehicle must always display a pass in their car. The guests are not permitted to utilize the homeowner's car passes and this would result in a violation and fine.
- E. Neither short term rental occupants nor guests shall engage in creating a nuisance or in disorderly conduct or disturb the peace and quiet enjoyment of any nearby resident or person by loud, unusual or excessive noise or by tumultuous or offensive conduct, public

indecenty, threatening, quarreling, challenging to fight, or fighting or creating a dangerous or physically offensive condition. Quiet time is 11:00 PM to 7:30 AM.

- F. The Property Owner shall notify the occupants and guests of the rule regarding short term rentals and shall respond when notified that occupants or guests are in violation of the association's rules and regulations or protective covenants.
- G. The Property Owner shall, upon notification that the occupants or guests of the short-term rental have violated the rules or protective covenants, prevent future occupancy of the short-term rental by those occupants or guests.
- H. Overnight occupancy of recreational vehicles, campers, trailers and tents at the property where the short-term rental is located shall not be permitted. Outdoor overnight sleeping of occupants or guests of the short-term rental is prohibited.
- I. All short-term rental properties shall have a clearly visible and legible posting on the property adjacent to the front door containing the following information:

(A copy of this information will be submitted when the homeowner submits their application form.)

- a. The name of the owner of the property or the management agency, agent, property manager or local contact authorized in writing to accept service for the owner of the property and a telephone number where the party can be reached on a 24-hour basis.
 - b. The 911 address of the property.
 - c. The maximum number of occupants permitted to stay in the dwelling unit and the maximum number of day guests permitted at any one time.
 - d. The number of all vehicles allowed to be parked on the property and the requirement that all guest parking must be on the property and not in or along the association streets or other common areas.
 - e. The trash pickup and notification that trash shall not be left or stored on the exterior of the property except in containers.
 - f. A notification that the homeowner may be fined if an occupant or guest creates a disturbance or otherwise violating the community rules, regulations or protective covenants including parking and occupancy limits.
 - g. Notification that the short-term rental occupants and guests are required to make the property available for inspection by the association upon request.
- J. All short-term rentals shall be equipped with the following:
 - i. Working smoke detectors in each bedroom.
 - ii. Working smoke detectors outside each bedroom and common hallways
 - iii. Working smoke detectors on each floor

- iv. GFI outlets for outlets located within 6 feet of water source, unfinished basements and garages
- v. Aluminum or metal exhaust from dryer
- vi. Carbon monoxide detector if open flame (oil or gas) furnace, gas or wood fireplace or wood burning stove
- vii. Carbon monoxide detector if garage is attached
- viii. Fire extinguisher in kitchen
- ix. All stairs and handrails in good condition
- x. Fire separation between an attached garage and dwelling
- xi. Size of egress windows must comply with state statutes
Link: codes.iccsafe.org/content/IRC

K. Each Property Owner of a short-term rental shall designate a local person, property manager or agent as a local contact person who has access and authority to assume management of the unit and take remedial measures. Property Owner of a short-term rental who resides within 30 miles of the short-term rental may designate himself as the local contact person. The local contact person shall respond to the association's community manager within one hour after being notified of the existence of a violation of this rule or association protective covenants or any disturbance requiring immediate remedy or abatement. If local contact person is not the Property Owner, the local contact person shall immediately advise the Property Owner of any notification of a violation.

Section 5. Application Requirements

A 911 sign that is clearly visible from the road must be displayed for the application to be approved.

All short-term rental applications shall contain the following:

- a. The name, address, telephone number and email address of the Property Owner. If the owner does not have a managing agency, agent or local contact person, then the owner shall provide a 24-hour telephone number. If the owner uses a management agency, agent or local contact person, that management agency, agent or local contact person shall have written authorization to accept service for the Property Owner.
- b. The name, address and 24-hour telephone number of the management agency, agent or local contact person.
- c. Signatures of the Property Owner and the local management agent or local contact person.
- d. Waiver signed by the Property Owner allowing access to the property to the association for purposes of compliance with the association's rules and protective covenants.

- e. A copy of a current Wayne County Hotel Room Excise Tax Certificate and current Pennsylvania Sales Tax License.
- f. The name of the refuse hauler.

Section 6. License Home Review

Following approval and payment of the application fee, a short-term rental license shall be issued to the owner of the short-term rental property.

- a. the short-term rental license fee is \$100 and may include an inspection.
- b. the license is effective for a period of one calendar year or until any conditions of the short-term rental policy are violated, whichever occurs first.

Section 7. Short Term Rental Home Limit

The community will only allow 4.75% of the total homes in the community to be used as short-term rental homes. If a Property Owner would like to rent their home and the community is at their maximum, they can add their name to the waiting list and will be notified when there is an opening for a rental home to be added. This status will not pass with the sale or other transfer of the property. The short-term rental permit is not transferable.

If an opening for an additional short-term rental occurs during the year the next property on the waiting list will be offered the spot on the rental list. The full yearly application fee will be due and payable in full within two weeks. If the homeowner chooses not to accept this available opening the offer will go to the next property on the list. The homeowner will not lose their spot on the waiting list as a result of this decision.

Section 8. Short-Term Rental Renewal

Existing renters in good standing must pay their renewal fee and submit a new application by December 15. In the event the short-term rental is not renewed by January 1 rental status will be lost and the slot goes to the next person on the list.

Section 9. Pool Policy for Short Term Rental Property

There is a mandatory purchase of Indian Rocks wrist bands to coincide with the maximum number of overnight occupants. This number of wrist bands will match the number of allowable renters listed on the yearly application form. If there are additional day guest visiting the rental and wish to go to the pool, they must pay the daily fee for entering the pool facility.

If a renter or their guest do not follow the posted rules at the pool or do not listen to the pool attendants, they will be asked to leave the pool and will not be permitted to return to the pool for the duration of their stay in Indian Rocks.

The homeowner will be notified of the behavior of their unruly guests and a violation and fine may be imposed if Safety personnel deem it warranted.

Section 10. Marketing

False advertising of any kind that exceeds the maximum occupancy of the rental home as stated on the rental application will be a violation and subject to a fine as outlined in Section 2 of this document.

1. **Violations/Fines** - a fine of \$500.00 (first offense), a fine of \$1,000.00 (second offense) will be attached to the Property Owners' account for failure to submit all required information as per this policy. If there is a third offense the rental privilege will be revoked in the following calendar year.
2. **Lease Rental** is defined as the occupancy of a home in Indian Rocks by a person or persons other than the registered Property Owner(s) and their immediate family.
3. **Long Term Lease** is defined as over a month. **If any changes to the term of the lease or tenants are made to the existing lease it is the responsibility of the property owner to notify the Association.**

Anyone renting their property must provide the renters with car stickers and/or guest passes which are required to be displayed on all vehicles. The Property Owner must complete the required paperwork for the association two days prior to the rental start date. All trash is to be removed by the renter or is to be secured in a proper trash container and then must be removed by the property owner. Failure to comply with the rental policy will result in current year fines and fees applied to the homeowner's account.

Long Term Rentals

Property Owners who rent their house(s) out for long term rentals as defined below are required to pay a non-refundable rental application fee of \$500.00 per rental. The completed Renters Policy & Agreement form, along with the \$500.00 application fee must be submitted prior to the start of the rental period. The owners are required to make the tenant aware and provide them with copies of all the rules and regulations of Indian Rocks. The owner shall provide the office with the name of the trash company being used at the property. The renters are to be notified that trash shall not be left or stored on the exterior of the property except in containers.

INDIAN ROCKS POA POLICY

DATED 12/17/22

BOAT SLIP, PERSONAL WATERCRAFT SLIP AND LAUNCH RAMP POLICY

To ensure that all members have an equal opportunity to lease a boat slip from the Association and utilize the Association's launch ramp, the Association has instituted the following policies and procedures for leasing and using boat slips and utilizing the launch ramp.

The Association owns and maintains boat slips and for which it pays current lake owner each year for permits to moor them on Lake Wallenpaupack. These boat slips are leased on a yearly fee basis to members of the Association. The Board of Directors will determine the fee for leasing a boat slip each year during the budget process. Boat docks and slips are use at your own risk.

Notification of when boat owners can dock their boats and when they must remove their boats from the docks will be published on the Association's website, and bulletin boards. Members are solely responsible for removal of their boats by the due date. The Association, Board of Directors and the employees are not responsible for, nor will they incur any responsibility or liability for member's vehicles or boats utilizing the Association's docks or ramp. This includes responsibility or liability for fire, theft, vandalism, or damage due to weather.

Any member in good standing may lease a boat slip for a boat owned by him or herself or an immediate relative after showing proof of their relationship to the boat owner. Members may request to be placed on the boat slip waiting list or to change slips at any time during the year. If you request to change your slip, once the exchange is made it is final for the remainder of the season.

The previous year's lessee is automatically renewed as long as the lessee pays for their boat slip, yearly assessment(s), and any other amounts due on the account by January 31st. If an account is not paid in full by January 31st, the boat slip will be offered in writing to the next member in good standing on the waiting list. The member must pay for the boat slip lease within 10 days of written notification, or the boat slip will be offered to the next member on the waiting list until a member accepts the lease.

Any boat to be placed in a boat slip must have a current Association sticker displayed. The boat slip lessee must have on file in the office a copy of the boat's current registration, insurance and signed dock rules to obtain a current Association sticker for their boat. The Association sticker must be placed on the shore side of the boat when it is moored in a slip and must be visible when the boat has a cover in place. Any boat in a slip without the current year Association sticker will receive a violation and fine in accordance with the current year's Fines and Fees.

Boat docks are not attached to a member's property and if a property is sold, the member's slip lease is terminated and is non-transferable to the new property owner.

Members are only allowed to lease one boat slip per year unless there are boat slips available after all members on the waiting list have been offered a slip. Second slips will be given to members for one

INDIAN ROCKS POA POLICY

season only and will not be renewed. The members name will need to be put on the second slip waiting list for the following year if they so desire one.

Indian Rocks offers three types of Association boat slip: (1) double, (2) single and (3) oversized. The type of slip is determined by the total length of the boat as indicated on the boat's registration and availability.

No boat over twenty-four (24) feet in length shall be docked in any regular sized Association boat slip. Failure to comply with this rule will result in a fifty dollar (\$50) per day fine to the member and possible loss of their boat slip if the boat is not removed.

Boats over twenty-four (24) feet will be assigned to an oversized Association boat slip, as available. Boats over twenty-four (24) feet in length are only permitted in oversized slips.

Single slip boat slips are available to be leased by member who have boats under twenty-four (24) feet in length.

Boat slip lessees trading or buying new boats must notify the office prior to docking the boat to ensure that the new boat will fit in the lessee's slip.

Boat slips shall not be permanently altered. Rugs, rubber strips, hooks, and bumpers of any kind are not to be permanently attached to Association docks and must be removed prior to dock removal in the fall. Members who damage docks will be responsible for the cost of damages.

A limited number of personal watercraft slips are available for Association members. Members are only allowed to lease two personal watercraft slips per year unless there are personal watercraft slips available after all members on the waiting list have been offered a slip. Third slips will be given to members for one season only and will not be renewed. The members name will need to be put on the third slip waiting list for the following year if they so desire one.

BOAT DOCK RULES

A boat slip lessee who does not obtain a current Association sticker for the current year (in other words, the lessee does not put a boat in their leased boat slip) is granted a one-season grace period. After the one-season grace period, the boat slip lessee must provide necessary documentation (i.e., boat registration and insurance) by March 31st to retain their boat slip lease for the current year's season. If a boat slip lessee does not provide necessary documentation by March 31st following a one-season grace period, the boat slip will be offered in writing to the next member in good standing on the waiting list. This grace period is only available one time per property owner.

If a property owner wants to relinquish a currently leased slip, the office must be notified in writing, and it must be signed by the property owner and manager. A copy goes into the property owner's file.

INDIAN ROCKS POA POLICY

The Association also maintains a boat launch ramp for the use of its membership and their guests. Use of boat launch ramp is strictly for members or their guests. **The boat ramp is used at your own risk.** All vehicles must have an Indian Rocks hang tag, guest tag or sticker and the boat or water recreational vehicle being launched must have the current registration and insurance on file with the Association office. No alcohol permitted in the area. No cars or other types of vehicles shall be parked at the launch area or the driveway leading to the ramp. They are to be removed immediately after the boat is launched in the water. Please be considerate of other members waiting to launch.

The boat docks on Lake Wallenpaupack are owned by Indian Rocks POA and are an asset to Indian Rocks. However, they have the potential of being a liability. The following rules must be observed:

1. No fishing, diving, swimming, skiing, or sunbathing on any of the boat docks.
2. Skiing from, or the operation of, wet bikes, personal watercrafts, etc. within 50' in or around the dock area is prohibited. (Refer to the lake rules and regulations for skiing in coves, high traffic areas and areas that are prohibited on holidays and weekends).
3. Children 12 years of age and under must be accompanied by an adult and are not permitted to be left unattended on or around the docks.
4. Alcoholic beverages are not permitted.
5. Remove all trash and place in a proper receptacle.
6. Rugs, rubber strips, hooks and bumpers of any kind are not to be permanently attached to Association docks and must be removed prior to dock removal in fall.
7. If rings need to be replaced, contact the Association office.
8. All walkways are to be kept clear at all times.

No personal docks are to be placed on Lake Wallenpaupack: there is a \$1,000.00 per day fine until removed.

By signing below, the Indian Rocks boat dock lessee acknowledges receipt and review of all boat and personal watercraft policies and rules.

Indian Rocks Boat Dock Lessee

Printed Name: _____

Signature: _____

Date: _____

Boat Information:

Year/Make: _____ Length: _____ Width: _____

