

DOCK STORAGE RACK ASSIGNMENT PROCESS, RULES, AND APPLICATION FORM

The Crystal Shores Owners Association, Inc. ("CSOA") amenities include a limited number of kayak/paddleboard storage racks on our community dock. Assignment of racks to lot owners or renters will be by lottery on an annual basis as described below, and use of the racks will be subject to the rules listed below.

Assignment of Racks

- 1) **Annual Use:** Use of racks will be on an annual basis starting and ending at an Annual Members Meeting (generally 1st Saturday in February). For the first year or if at any time racks are added or re-assigned during a year, use will end at the next Annual Meeting.
- 2) **Application:**
 - a) To apply, fill out this document (see below) and submit to secretary@crystalshoreshoa.com.
 - b) Normally, properly completed applications must be submitted to the Board before the Annual Meeting is called to order. All applications will be drawn in a lottery to create an ordered list, maintained by the Board, that will be used to offer racks both at the beginning of the year and later in the year if previously assigned racks become available. If at any time new racks become available mid-year, the Board will publicize the application due date and lottery drawing date.
 - c) For an application to be considered complete, the member owning the lot must be in good standing with the CSOA.
 - d) Depending on the number of applications and the number of racks available, the CSOA may limit rack assignment to one rack per lot.
- 3) **Fee and Rack Assignment:** The annual fee for dock rack use will be \$48, except when a rack is assigned mid-year the fee will be pro-rated on a monthly basis. The Board will notify successful applicants when a rack is available to them, and the fee must be paid to the CSOA within 30 days of notification. Upon receipt of payment a numbered dock rack will be assigned. If the fee is not received within 30 days, the dock rack will be offered to the next person on the lottery list. The fees will be deposited in the CSOA Reserve Fund. There are no refunds of the fees.
- 4) **Re-assignment of Racks:** If a renter with an assigned rack moves, or an owner with an assigned rack sells the lot, or if whoever has the rack assignment notifies the Board in writing they no longer want the assignment, then that rack assignment cannot be transferred. If a lot owner with a rack assignment (including if assigned to a renter) is not in good standing with the CSOA, after 30 days of notification of such, the rack assignment will be withdrawn. In these cases, racks will be offered to the next person on the lottery list.

CRYSTAL SHORES OWNERS ASSOCIATION, INC.

PO. BOX 711

SWANSBORO, NC 28584

Dock Rack Rules

- 1) Dock racks may only be used by the renter or owner who has been assigned that specific numbered rack. Empty racks may not be used by anyone else, even on a temporary basis.
- 2) Vessels may be stored year round.
- 3) Racks are intended to be for kayaks and paddleboards; other vessels may be allowed with written permission from the Board.
- 4) Only one vessel per rack is allowed.
- 5) Vessels must be stored upside down so retained water will not overload the racks and/or breed mosquitos.
- 6) Renters/owners are responsible for providing their own securing gear and for securing their vessel to the rack.
- 7) Renters/owners use the racks solely at their own risk. CSOA is not liable for any damage to a vessel or any gear that is stored on the dock racks.
- 8) Renters/owners are responsible for any damage caused by their vessel or gear.
- 9) Renters/owners are responsible for removing vessels in advance of inclement weather events such as, but not limited to: hurricanes, tropical storms, wind warnings, or other such events where you could reasonably expect potential damage to occur.
- 10) If at any time the Board determines that a vessel and/or gear stored on a dock rack is a hazard or nuisance, the Board will notify the renter/owner, and if the situation isn't remedied in a timely manner, may remove the vessel and/or gear, and may also rescind the dock assignment.
- 11) If a vessel and/or gear has not been removed within 14 days after the dock rack assignment has ended, the Board may remove the vessel and/or gear.

APPLICATION

Date: _____

Name: _____

Lot Number or Crystal Shores Address: _____

Cell Phone #: _____

I have read the Crystal Shores Owners Association *Dock Storage Rack Assignment Process, Rules, And Application Form* and agree to abide by the rules in that document if assigned a dock storage rack.

Signature: _____