



Sea-Vu
West

Handbook of Rules and Regulation

Sea-Vu West was developed in 2005. It is now managed and operated by Kingsley Management Corporation. At the direction of the management these rules and regulations are put forth for your safety and security. Our success is directly contributed to our many campers. In our effort to provide the best seasonal resort environment we have put together the Sea-Vu West Handbook. Please take the time to read and understand the following rules and guidelines and help make our resort community one we can all be proud of! Sea-Vu West is a seasonal resort. When renting a site for the season you agree to abide by the park's rules. If the rules are not followed, you will be removed without refund at your expense. Our rules are fair and meant to protect the park and its residents.

Welcome to Sea-Vu West Resort!

Sea-Vu West is a seasonal resort. A seasonal site rental gives your family the use of a site from May 1st - October 30th.

Payments

KMC does all billing electronically through a resident portal. Your Resident Manager will provide you with account information to create your portal. Seasonal fee payments can be made following the payment schedule from January 1st - April 24th. Payment in full must be received by April 24th. If final and full payment is not received by the due date, Sea-Vu West reserves the right to charge a late fee. Also, if any payments are still due by opening day, you will not be able to use your site and will incur a utility suspension fee of \$150/mo. until paid in full.

* Outstanding balances must be paid in full in order to process your registration for the coming year.

No refunds for early departures.

General Rules

Security Card: Each Seasonal Site will be assigned 2 security cards. Your security card is for security reasons...the more you lend your card out the less secure your campground is! As an added measure of safety please have all guests and visitors check in at the office when arriving.

Family and Visitors: The seasonal rate covers use by you and your immediate family (your parents and your children). Extended family, nonfamily members, cousins, co-workers, in-laws, your boss and all others are considered guests and may only visit while you are there.

Each camper is responsible for his or her family and guests. Children under 18 can not be left unattended at the site overnight.

When having extended family and guests visit your site, please be respectful of your neighbors. Extended overnight stays by large groups are not allowed.

****Subletting, renting, or sharing of your seasonal site with another party is not tolerated and will result in your being asked to leave the park!**

Vehicles: Seasonal campers are allowed two cars on their site. Guest parking is permitted where designated.

Motorcycles are allowed when entering the grounds. Please do not drive motorcycles around the resort. Dirt-bikes, ATV's, electric scooters, golf carts, or other motorized transports are not allowed to operate on the resort grounds.

Storage of large vehicles (boats, motor homes, trailers etc.) is not permitted on your site or the resort grounds. The office can help you find a local resource if needed.

For everyone's safety please observe our resort speed limit of 5mph!

Washing of cars is not permitted! Trailers may be *pressure washed* at the beginning and end of the season.

Pets: Sea-Vu West allows pets because we realize that pets are a part of many camping families. All pets must be kept on a leash. Owners are responsible for cleaning up after their pets, this includes all wooded walking trails and common areas. Please do not leave your pet unattended if you are leaving for the day. Owners will be required to remove pets that make excessive

noise. Vicious breeds, at the sole discretion of management, are not allowed on the premises at any time.

Social Gatherings: Please be considerate of your neighbors when hosting a social event. All teenagers and children must be on their sites by 10pm.

Campfires must be attended at all times and kept under control, please extinguish completely when retiring for the night.

When in doubt please ask the office!

Common Areas

All our amenities, green spaces, walking trails, and wooded areas make Sea-Vu West the perfect place to spend the season. We really count on all of our campers and guests to help us keep them beautiful!

Trees and Property: Please do not disfigure trees by cutting or nailing into a tree. Do not cut live or dead trees, branches, or bushes.

There is no building, landscaping, or planting allowed in the common areas. This includes boundary areas between abutting sites and along the perimeter of our property line. If you are unsure of where your site ends and common property starts, please visit the office for answers.

Clotheslines are not allowed in the resort.

Laundry and Restrooms: Restrooms will be closed daily for cleaning, please do not enter the building at that time.

Coin operated washers and dryers are available 24 hours. Please look after your wash so that others are not kept waiting. No sneakers, sleeping bags or comforters in the machines.

Pool: Hours are posted. There are no lifeguards on duty. All children under the age of 12 must be accompanied by an adult. Children under 5 are not allowed in the Spa.

A child play pool is provided for our younger campers, please do not let them use the hot tub as a play area. All toddlers must use a swim diaper.

Grand Lodge: The recreation room is for everyone's use. If you would like to use the space for a special event, please see the office about scheduling a time.

We do not provide a mail delivery service. You can secure a PO Box at the post office. We do provide an outgoing mailbox for your convenience at the office.

Utilities and Rubbish

Water: In an effort to keep our water service free please be responsible with water usage. Lawn watering is restricted to early morning or evening hours no more than twice a week! See the office for current schedules.

Cable TV: Your site comes equipped with basic cable TV. Extended channels, broadband internet and other options are available through our service provider. See the office for contact information.

Electric: Electric usage is metered on your site. The office will read your meter and bill you twice seasonally. Locking your utility box is prohibited.

Propane: Propane tanks are provided and filled by a contracted vendor. The office will bill you based on your usage.

Rubbish: Dumpsters are provided for the disposal of household trash and limited yard waste. Please place trash bags inside the dumpsters by opening the lids. There is a separate receptacle for cardboard and paper waste. Please break down large boxes to conserve space in the dumpster. Propane tanks or other hazardous materials are never allowed in the dumpsters and can pose a severe risk if placed there. There is a charge for disposal of large items (mattresses, bikes, couches, gas grills, etc.) Please see the office for a price list and to pay for disposal of these items. You can also leave payment after hours in the drop box located outside of the office.

Your Seasonal Site

A seasonal rental gives your family the use of a site from May 1st - October 30th. The maintenance and upkeep of your site is your responsibility. We do require that you check with the office before starting any sitework.

There is a set back of 5 feet from the edge of the roadway for emergency vehicle purposes. This area is to be grass only, plantings or structures of any kind are prohibited.

Landscaping: Shrubs, trees, flowering bushes, and flowers are encouraged and may be located anywhere outside the setback area.

Fireplaces are allowed anywhere on the site provided there is a 12-foot diameter free zone around it. This means trees, overhanging branches, trailers, or automobiles cannot be located within this circle.

The Maine legislature has *banned* all out of state firewood! Wood can be purchased at the office or many local vendors.

Walls, fences, hedges, or other elements are not allowed to identify or define your site boundary.

Storage Boxes: Sites are allowed one storage box with a maximum width of 6 feet and depth of 3 feet. Height may vary but not exceed 6'5" feet. Storage boxes need to be located directly behind and abutting your unit. Storage boxes are not allowed to be located in any other area of your site, or the common areas separating sites.

Tents, Gazebos, and Decks: Not allowed! The deck and Silver Top room packaged with your trailer are the maximum allowable coverage according to town code. No exceptions!

Common areas, wooded buffers, and utility corridors: All sites about some kind of common area be it a wooded perimeter or the utility corridor that runs down the back of most trailers. Unrestricted access to these areas is essential should a utility or maintenance problem ever occur. As a result, placement of any structure, storage box, hardscape, or large planting is prohibited. Flowers and small plants are acceptable.

Clean and Green Inspection Policy:

We here at Sea-Vu West take great pride in our community and its high standards that are maintained by both the residents and the park. The community's goal is to maintain a "Clean, Green and Safe" environment that we can all be proud of. Sites will be inspected monthly and inspections will include but are not limited to the following: Do weeds need to be removed? Is the lawn trimmed? Is there any trash or items around the home that need to be removed? Does skirting need to be installed or repaired? Does the exterior of the home need to be cleaned or repaired? Are any windows cracked, screens or blinds damaged or in need of replacement? Are there community rules that are not being

followed? Residents will be notified via email if there are potential improvements that can be made to your home and site and asked to resolve these issues within 14 days. If you are unable to act on these items please speak with your Resident Manager to discuss and work out a solution together. We are happy to help in any way that we are able, so that we can improve and better the community.

Travel Trailer or Motor Home

Seasonal Site Rules and Regulations addendum:

In addition to the rules above, travel trailers and motor home sites need to abide by these other restrictions.

No earthwork, hardscape or permanent structures allowed. This includes driveways, patios, large planters, walkways, etc.

You may use your own awning and soft side screen room. Wood decks, hard roofs, hard side screen rooms, and skirting need to be contracted through an insured vendor to comply with town building codes and park restrictions. All units are required to be skirted. Travel Trailers must inform the office prior to the end of the season if they plan to return for the next season.

When in doubt please ask the office!

Off Season

Much of the work we do to keep our resort looking beautiful and running flawlessly happens after the park closes. Late fall and early spring are essential times for us to complete necessary maintenance and repair on our utilities and facilities. As a result, you may not stay in your unit when the park is closed.

Winterizing

All utilities will be terminated at the close of the season. Please disconnect your water hose from the spigot and unplug or shut off the circuit breaker at the electrical pedestal. Don't forget to winterize your unit or make arrangements to have it done.

Winterizing is *not* included in the seasonal fee. -Inside your home, turn off the breaker for the hot water heater and the main (you can leave all other breakers on). -Turn off your water at the outside post. -Empty your fridge & freezer and leave the door propped open. Remove all food from the cabinets. -Remove all liquids including cleaners, soaps, shampoo, etc. Anything liquid will freeze, and food items will attract animals. The resort will not be responsible for units that are not properly winterized.

Selling your Home

We realize that a Park Home on a beautiful site is very attractive to a potential buyer! Selling your park model on site is a privilege extended by the park management and is not a right. Please remember the trailer sale and site rental are separate transactions. ***Only Park model units purchased through Sea-Vu Park Homes are eligible for on-site sales.***

Before you can list or advertise your home for sale you must notify the office and fill out a sales form to get approval. Sellers will be charged an administrative fee of \$5000.00. Any outstanding debts must be paid prior to sale approval. Buyers need to be interviewed and approved by the office. **The sales fee must be paid before buyers can use or take possession of the unit.**

All sales involving Sea-Vu West must be approved by the camp manager. Sea-Vu West reserves the right to regulate and approve all sales, including price. If there are any problems regarding sales transactions Sea-Vu West reserves the right to terminate the transaction and remove the home from the park. Sea-Vu West MHC Holdings, LLC reserves the right to purchase any home that may be bought to be removed from the property. This Right of First Refusal (ROFR) will only be used in the event a home of value to Sea-Vu West MHC Holdings, LLC is intended to be removed from the community.

Switching Sites or Leaving the Park:

If you are leaving the park or just switching your site, you are responsible for any site cleanup and or removal of old decks, mowers, grills, etc.

Sea-Vu West

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This handbook is intended as an overview of the rules and regulations pertaining to your seasonal RV site and its use. These rules and regulations are subject to change at any time with or without notification. Sea-Vu West residents are utilizing the campground and its related facilities and equipment (including but not limited to the pools, playground, lawnmowers and landscaping equipment, lodge, bath house and common areas) at their own risk, and agree to save, indemnify, and hold Sea-Vu West MHC Holdings LLC and Kingsley Management Corporation harmless of, from, and against any and all action, causes of action, costs (including attorneys' fees) and liabilities which may arise out of their stay (and their visitors' stays) at Sea-Vu West and/or use of the equipment and facilities provided for such use. Residents also understand that the owners and managers are not responsible for any damage to persons or property arising from fire or other natural cause, theft, accident or otherwise and are advised to obtain their own insurance for such purposes. The management reserves the right to terminate a tenancy for violation of these rules and regulations without refund.