KINGSTON PLANTATION MASTER ASSOCIATION, INC.

CONTRACTOR RULES AND REGULATIONS

Kingston Plantation is a private gated Community, Please be aware that we have Plantation Rules that pertain to you while conducting your job on our property. These rules apply to ALL Kingston Plantation Master Association and Property Management Contractors. They are to be enforced by Kingston Plantation Security Staff and Plantation Building Managers.

BELOW ARE THE RULES YOU ARE REQUIRED TO ABIDE BY

- All Contractors **MUST** obtain a current year Contractor Decal that must be affixed to the outside of the **DRIVERS' SIDE** windshield and positioned on the **TOP** corner where any Security Staff Member can identify you and where you are conducting work. The decals becomes VOID if it's not affixed to the windshield. It can **NOT** be on a piece of plastic/paper or lying on your dashboard of the vehicle. Decals can **NOT** be taped to the windshield or shared with/on other Contractor vehicles. Decals are vehicle and driver specific.
- Upon entry with a current decal Security **WILL** stop you at the Main Gate and ask you where you are going and what service you are providing at the designated location. The fact that you have a current decal does **NOT** allow you to enter the Plantation without you being questioned by Security.
- **ALL** debris is to be disposed of on a **DAILY** basis by the Contractor. **NO** debris may be left in the common areas of the Plantation and **NO** Plantation garbage container may be utilized by the Contractor.
- **ALL** Contractors **MUST** clean up their work area, remove **ALL** trash and debris, and take **ALL** tools and equipment off the Plantation by 5:00 p.m. **DAILY**.
- Contractor work hours for Kingston Plantation are 9:00 am – 5:00 pm; Monday – Saturday. **NO** Contractor work is permitted on Sunday's or Holidays.
- To accommodate the number of units that are on offsite rental programs, cleaners may be granted access to the Plantation on Sunday between 9:00 am – 5:00 pm (General cleaning may not be started after 5:00 pm on **ANY** day).
- Contractors responding **ONLY** to Emergencies (active water leaks, fire, etc.) will be permitted entry after hours and on Sunday. Please advise Security when approaching the Security Guard House. Take note that Emergency calls are subject to verification and follow-up.
- Decals are vehicle and driver specific. Decals can **NOT** at any time be switched between Contractor vehicles or Employees. They will become **VOID** immediately.
- You **MUST** have a **VALID** Drivers' License (**NO PERMITS**), **VALID** Registration & **VALID** Insurance at **ALL** times to be able to conduct work on Kingston Plantation Property.

FAILURE TO ADHERE TO THESE RULES WILL RESULT IN REVOCATION OF YOUR DECAL AND DENIED ACCESS TO KINGSTON PLANTATION

NO EXCEPTIONS