

**STILLWATER UNIT THREE HOMEOWNERS ASSOCIATION, INC.
C/O SUNVAST MANAGEMENT 321 INTERSTATE BLVD.
SARASOTA, FL 34240**

HURRICANE SHUTTERS SPECIFICATIONS AND INSTALLATION REQUEST FORM

Article VI of the Declaration of Covenants, Conditions, Restrictions and Easements of Stillwater Unit Three provides the Stillwater Unit Three Homeowners Association with the right to adopt standards for any exterior change to the appearance of a home within the community, including the installation of Hurricane shutters or other types of storm or severe weather protection.

The Stillwater Unit Three Homeowners Association requires all owners wishing to install hurricane shutters and/or storm panels to obtain written approval from the Association prior to installation. This policy is necessary to ensure the uniformity of installation and use of the shutters, to promote the safety and aesthetics of the community.

All installations must meet or exceed any legal requirements and conform to the appearance standards on page 2. Contact the Property Manager with any questions.

Owner Name (Please Print): _____ Lot #: _____

Address: _____

Daytime Phone #: (____) _____

Hurricane Shutter or Panel Vendor:

Name: _____ Phone #: (____) _____

Address: _____

Contact Name: _____

Brief description of Installation:

Approximate Installation date: _____

The undersigned owner requests approval for the installation of hurricane shutters and/or storm panels, and certifies to the Association that such installation will comply with building codes and other legal requirements that may be in place.

Signed: _____
(Owner)

Date: _____

STILLWATER UNIT THREE HOMEOWNERS ASSOCIATION

HURRICANE SHUTTER SPECIFICATIONS

A. Clear Polycarbonate Hurricane Shutters will be installed by custom measurements to fit properly inside frame of exterior windows. If your rear bedroom window does not have an inset the shutter will be mounted flush with the wall. FL17733 Product Code

Vertical Accordion Shutters will be white aluminum frame and the shutter will be white. FL 13987-R5 Product Code. Lanai shutters will be the color of your house.

All mounting hardware must be non-corrosive and white All penetrations of the building must be sealed.

Sample pictures of shutters and storm panels must accompany this Request Form to ensure uniformity of appearance. **You must have all clear shutters or all Vertical Accordion shutters. You cannot have two different types of shutters on your residence.**

B. All work must comply in all respects with the building codes of the State of Florida, Sarasota County and City of Englewood in effect on the day of installation.

C. Installation company must be licensed, bonded and insured, and must provide written evidence with this Request Form.

Address: _____

APPROVAL / DISAPPROVAL OF REQUEST

The above request is;

APPROVED: _____ **or DISAPPROVED:** _____ **Stillwater**

Unit Three Homeowners Association:

By: _____ Date: _____

Name / Title

STILLWATER UNIT THREE HOMEOWNERS ASSOCIATION

HURRICANE SHUTTERS Supplemental Agreement

The Stillwater Unit Three Homeowners Association requires all owners wishing to install hurricane shutters and/or storm panels to existing exterior windows agree to the following regulations governing the use of hurricane shutters and/or storm panels to ensure the uniformity of installations for the safety and aesthetics of the community.

1. **Clear Hurricane Shutters** may be mounted when resident leaves for the season and must be removed upon your return. They may not remain on your windows while you are in residence. **Vertical Accordion Hurricane shutters** must remain open until a Hurricane/Tornado warning alert of projected landfall is announced. **Galvanized Steel Hurricane Panel** rules are not changed. They remain the same.

2. **Vertical Accordion Shutters** may NOT remain in place covering any windows or doors longer than 7 days after the "All Clear" announcement by the Sarasota County Emergency Management Office.

It is the Board's intention that shutters and / or panels NOT be left in position for unnecessary periods in advance of or after the storm threat has passed. In the event successive hurricane warnings are issued by governmental authorities, there is no need to remove the shutters or panels between projected hurricane landfalls in the area.

3. Owners and residents who choose to install hurricane panels do so at their own risk and expense. If they become unsightly and in need of repair it is the homeowner's responsibility to repair or replace them.

4. Owners and residents are responsible for the storage and maintenance of their hurricane shutters and / or panels on their own property. Hurricane panels may not be stored on association property.

The undersigned owner agrees to comply with regulations passed by the Board of Directors regarding the use and storage of hurricane shutters and / or panels

Lot#/address: _____ / _____

Signed: _____
(Owner)

Date: _____