

Colonial Colony, Inc.
Providing Quality Lifestyles and Environments Since 1964
Colonial Colony South Vacation Form

Today's Date: _____ Name _____ Address _____

Phone Number _____ Dates you plan to be away: From _____ To _____

I / We plan to be away from our home at Colonial Colony South for 30 days or longer.

As a courtesy to our residents, if you fill out this vacation form and leave it in the office before you leave, we will edge and trim your yard when our schedule permits. This does not make Colonial Colony Inc responsible for your yard. It is a courtesy we'd like to extend to those who will be gone for over 30 days.

According to The Prospectus,

Rule #7:

"Homeowners are responsible for keeping the exterior of their homes in good repair and their homesites orderly, neat, clean and free of litter and clutter." This especially important during hurricane season.

Rule #8:

"Homeowners are responsible for all watering and trimming necessary to maintain the lawn, shrubs and planters on their homesite. All residents are responsible for keeping the grass neatly edged at their street edge, their sidewalk and along their own carport. If they are unable to do this routine maintenance, the community office will have it done for a reasonable fee. Homeowners are responsible for maintaining a reasonable amount of shrubbery, flowers or approved decorations on their homesite. Homeowners will be responsible for the expense of grass replacement if such replacement is the result of their neglect. The grass should be replaced within a reasonable time."

Rule #12:

"Sprinkler systems, if installed, must be such that lawn mowers will not damage them. Sprinkler heads must be low enough for mowers to pass over them and strong enough to support the mower's weight. Homeowners will be responsible for the expense to repair improperly installed sprinkler systems damaged by the mowers."

Rule #23:

"Residents planning to leave the community for a period exceeding one week in length should notify the office staff. Arrangements must be made to water and trim lawns, shrubs, trees, and planters as necessary in the resident's absence. It is suggested that neighbors be informed of trip plans to prevent undue concern when an absence is noticed. Residents who plan to leave their homes for 30 days or longer shall complete a "vacation form" available at the community office prior to their departure. The vacation form will list who is responsible for the maintenance of the home, lawns, trees, planters and shrubbery during the homeowner's absence. The form will list emergency contact information." This emergency information is for lawn care only.

We made arrangements with the following person(s) to "water and trim the lawn, shrubs, trees, and planters as necessary in my absence." If necessary, they also have my permission to call the office for a work order while we are away.

Name or Business _____

Address _____ Phone Number _____

I/We understand that if we have failed to list anyone in charge of our homesite or if the above person does not adequately maintain our homesite during our absence, unless it is an emergency, we will be called about the maintenance needed first, at the following phone number _____. If Colonial Colony receives no response to our call, the work needed will be done by Colonial Colony personnel and I will be charged a reasonable rate.

Please answer the 2 questions below so we can help. Remember, the care of your home and yard are always your responsibility, regardless of whether you are in the community or not.

I / We **DO / DO NOT** (circle one) wish to have the trimming service (“weed-eating”) and edging of grass provided by the community during our absence at no charge. Colonial Colony will provide the trimming service to the best of their ability. Community maintenance is our priority.

Do you wish to receive email updates while you are away? **Yes / No**

If you wish to receive updates and the newsletter by email, there is a sign up sheet in the office. Please write your name, address, and email so we can add you to our email distribution list.

Homeowner’s Signature of Responsibility

Colonial Colony, Inc. will be happy to maintain one permanent address for you in our billing system. As a default, we will use your Colonial Colony address in our billing system unless you request we use another address of your choice. Remember, we can only maintain one address in our system.

Therefore, we are asking you to maintain a “forwarding order” with the United States Post Office when you want bills mailed to the other address. This order only needs to be updated once every six months and allows the United States Post Office to forward your mail as you travel.

Thank you.

Management
Colonial Colony South
1275 Beville Road
Daytona Beach, FL 32119
386-767-8521

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