

**RESOLUTION
OF
HAMPTON HALL CLUB**

**REGARDING POLICIES AND PROCEDURES FOR
COVENANT AND RULE ENFORCEMENT**

WHEREAS, pursuant to the Declaration of Covenants, Condition, and Restrictions for Hampton Hall Club (hereafter "Declaration"), Board of Directors (the "Board") of Hampton Hall Club, Inc. (the "Club") is authorized to impose sanctions for violations of the Declaration, the Bylaws or the Rules and Regulations adopted by the Club, and

WHEREAS, the Club wishes to adopt a uniform procedure to be followed when enforcing the Club documents and all covenants, rules and regulations contained therein (the "Rules") in order to facilitate the efficient operation of the Club, promote the health, safety and general welfare of all residents of the Club and to enhance and protect the value, desirability, and attractiveness of the Club,

NOW, WHEREFORE, IT IS HEREBY RESOLVED that the following enforcement procedures shall be adopted:

RESOLUTION:

The Association hereby adopts the following procedures to be followed when enforcing the covenants and rules of the Club:

1. Violations: Violations of Rules may be observed directly by the Board. Complaints regarding alleged violations may also be reported by an owner or resident within the community, a group of owners or residents, the Association's management company, Board member(s) or committee member(s) by submission of a written complaint.
2. Complaints: (a) Complaints by owners or residents shall be in writing and submitted to the Board of Directors through the management company. The reporting owner or resident shall have observed the alleged violation and shall identify the complainant ("Complainant"), the alleged violator ("Violator"), if known, and set forth a statement describing the alleged violation, referencing the specific provisions which are alleged to have been violated, when the violation was observed and any other pertinent information. Non-written complaints or written complaints failing to include any information required by this provision may not be investigated or prosecuted at the discretion of the Association. (b) Complaints by a member of the Board of Directors, a committee member, or the manager, if any, may be made in writing or by any other means deemed appropriate by the Board if such violation was observed by the Director or manager.
3. Investigation. Upon receipt of a complaint by the Association, if additional information is needed, the complaint may be returned to the Complainant or may be investigated

further by a Board designated individual or committee. The Board shall have sole discretion in appointing an individual or committee to investigate the matter.

4. Initial Warning Letter. If a violation of the Club rules occurs, a warning letter shall be sent by the Board to the Violator explaining the nature of the violation. The Violator shall have 30 days from the date of the letter to come into compliance as set forth in the warning letter.
5. Continued Violation After Initial Warning Letter. If the alleged Violator fails to come into compliance within 30 days of the first warning letter, such failure shall be considered a second violation for which a fine may be imposed following notice and opportunity for a hearing. A second letter shall then be sent by the Board to the alleged Violator imposing a fine (as further described below) and advising of an opportunity for a hearing. The letter shall further state that the alleged Violator is entitled to a hearing on the merits of the matter provided that such hearing is requested in writing within 30 days of the date on the second violation letter.
6. Notice of Hearing. If a hearing is requested by the alleged Violator, the Board, committee or other person conducting such hearing as may be determined in the sole discretion of the Board, may serve a written notice of the hearing to all parties involved at least 30 days prior to the hearing date.
7. Hearing. At the beginning of each hearing, the presiding officer, shall introduce the case by describing the alleged violation and the procedure to be followed during the hearing. Each party or designated representative, may, but is not required to, make an opening statement, present evidence and testimony, present witnesses, and make a closing statement. The presiding officer may also impose such other rules of conduct as may be appropriate under the given circumstances. Neither the Complainant nor the alleged Violator is required to be in attendance at the hearing. The Board shall base its decision solely on the matters set forth in the Complaint, results of the investigation and such other credible evidence as may be presented at the hearing. All hearings shall be held in executive session and closed to attendance by Owners. After all testimony and other evidence has been presented at a hearing, the Board shall, within a reasonable time, not to exceed 14 days, render its written findings and decision, and impose a fine, if applicable. A decision, either a finding for or against the Owner, shall be by a majority of the Board members present at the hearing. Failure to strictly follow the hearing procedures set forth above shall not constitute grounds for appeal of the hearing committee's decision absent a showing of denial of due process.
8. Failure to Timely Request Hearing. If the alleged Violator fails to request a hearing within 30 days of the second letter, or fails to appear at the hearing, the Board may make a decision with respect to the alleged violation based on the Complaint, results of the investigation, and any other available information without the necessity of holding a formal hearing. If a violation is found to exist, the alleged Violator may be assessed a fine pursuant to these policies and procedures.

9. Notification of Decision. The decision of the Board, committee or other person, shall be in writing and provided to the Violator and Complainant (if applicable) within 14 days of the hearing, or if no hearing is requested, within 14 days of the final decision.
10. Fine Schedule. The following fine schedule has been adopted for all recurring covenant violations within a 12 month time period:

First violation	Warning letter
Second violation (of same covenant or rule)	\$50.00 fine
Third violations (of same covenant or rule)	\$100.00 fine
Subsequent Violation	\$25.00 a day retroactive to the date of the second warning letter

The second and subsequent covenant violations and may be turned over to the Association's attorney to take appropriate legal action.

11. Continuous Violations. Continuous violations are defined as violations of Rules that are repeated within a 12 month period. After 30 days from the date on the initial warning letter, each day of non compliance constitutes a separate violation. For example: the failure to remove an unapproved exterior improvement or the continuous overnight parking in the development. If an Owner is determined as having a continuous violation, in accordance with the terms of this Policy, such Owner may be subject to a daily fine of \$25.00 per day per each covenant violation if not corrected, following a notice and opportunity for a hearing as set forth above.
12. Waiver of Fines. The Board may waive all or any portion of the fines if, in its sole discretion, such waiver is deemed appropriate under the circumstances. Additionally, the Board may condition waiver of the entire fine or any portion thereof, upon the Violator coming into and staying in compliance with the Rules.
13. Other Enforcement Means. This fine schedule and enforcement process is adopted in addition to all other enforcement means which are available to the Club through its Declaration, Bylaws, Articles of Incorporation and South Carolina law. The use of this process does not preclude the Club from using any other enforcement means.
14. Definitions. Unless otherwise defined in this Resolution, initially capitalized or terms defined in the Declaration shall have the same meaning herein.
15. Supplement to Law. The provisions of this Resolution shall be in addition to and in supplement of the terms and provisions of the Declaration and the law of the State of South Carolina governing the Development.

16. Deviations. The Board may deviate from the procedures set forth in this Resolution if, in its sole discretion, such deviation is reasonable under the circumstances.

17. Amendment. This policy may be amended from time to time by the Board.

BOARD OF DIRECTOR CERTIFICATION:

The undersigned, being the President of Hampton Hall Club Inc., a South Carolina nonprofit corporation, certifies that the foregoing Resolution was adopted by the Board of Directors.

Adopted June 10, 2015