



Email Addresses are required for important announcements, newsletters and parcel notifications, etc. We will not, in any circumstances, share your personal information. To OPT-OUT, please visit the management office.

REGISTRATION FORM

Unit #: _____ Parking Stall #: _____ Fob #: _____
Storage Locker #: _____ Storage Room #: _____

Resident Information: (Check One) [] Non-Resident Owner(s) [] Resident Owner(s) [] Renter(s)

If more space is needed, please use back of page. Be advised that all registered residents will have the ability to make amenity reservations, loading dock reservations, request lockout services and pick up parcels for the unit.

Name: _____ Phone: _____ Email: _____
First Last

Name: _____ Phone: _____ Email: _____
First Last

Name: _____ Phone: _____ Email: _____
First Last

Name: _____ Phone: _____ Email: _____
First Last

Mailing Address: _____ City, State: _____ Zip Code: _____

*If Renter: Lease Dates (Start/End): _____ *The Collection requires a copy of the signed Rental Agreement.

Agent or Property Manager (If Applicable):

Name: _____ Company: _____
First Last

Phone: _____ Email: _____

Mailing Address: _____ City, State: _____ Zip Code: _____

Emergency Contact/Nearest Relative:

Name: _____ Relationship: _____ Phone: _____

In case of an Emergency, are there any residents that need assistance with descending the stairs? [] Yes [] No

If yes, please state their name, age and description of disability/handicap to assist Emergency Services:

By signing this registration form, I acknowledge on behalf of all occupants in the unit that we must adhere to The Collection's Governing Documents, Association Rules, Building Policies and Procedures. I understand that failure to observe and follow these documents may result in progressive enforcement by the Association, including penalties, fines and reasonable attorney's fees incurred by or on behalf of the Association. In addition, I understand that it is my responsibility to update the Management Office immediately of any changes within my registration.

[] Please email me a copy of The Collection's Association Rules.

Resident Signature: _____ Date: _____ Resident Signature: _____ Date: _____



VEHICLE REGISTRATION

Date: _____ Unit: _____ Parking Stall(s): _____

Name: _____ Phone: _____ Email: _____
 First Last

Name: _____ Phone: _____ Email: _____
 First Last

Please refer to the **Association Rules** for a full list of parking regulations.

<p>Vehicle #1</p> <p>Decal #:</p>	Year: _____ Make: _____ Model: _____ Color: _____ License Plate: _____ STATE: _____
<p>Vehicle #2</p> <p>Decal #:</p>	Year: _____ Make: _____ Model: _____ Color: _____ License Plate: _____ STATE: _____
<p>Vehicle #3</p> <p>Decal #:</p>	Year: _____ Make: _____ Model: _____ Color: _____ License Plate: _____ STATE: _____

Association Rules Section 5: **Parking**

- 5.12 Occupants shall register their Motor Vehicles with the office of the General Manager.
- 5.13 Occupants shall at all time while in the parking garage maintain safe and proper speeds and use headlights.

By signing this form, I understand that the parking decal appurtenant to my vehicle(s) must be visible at all times on the front windshield (driver side, bottom corner) and is part of the registration process. Failure to observe the rules stated above may result in progressive enforcement by the Association, including penalties and fines. In Addition, I understand that The Collection AOOU and Management cannot accept responsibility or liability for any loss, damage or claims of property that arise from The Collection's parking facilities, including but not limited to, theft, collision, fire, acts of god, weather or construction, etc. I hereby indemnify The Collection AOOU, its employees, members, and agents against any loss, cost or damage incurred as a result of driving and/or parking in The Collection parking structures. I confirm that I have liability insurance on my vehicle that is current and in effect.

Resident Signature: _____ Date: _____ Resident Signature: _____ Date: _____



UNIT ENTRY AND INDEMNIFICATION ACKNOWLEDGMENT

With condominium living, there may be times, both scheduled and during emergencies, where entry into a residence is necessary.

The Declaration of Condominium Property Regime of The Collection States;

6.4 Easement for Access Through Units to Common Elements for Emergency Repairs.

The Association shall have the right, to be exercised by its Board or the Managing Agent, without liability to any Owner for trespass or other consequential damage, to enter each Unit or Limited Common Element from time to time during reasonable hours as may be appropriate for the operation of the Project or, at any time, for making emergency repairs therein which may be necessary to prevent damages to any Unit, Common Element, or Limited Common Element.

It is Management's directive that phone authorization be verified at all times including emergencies (where/when possible). The building has a key system in place where key control is paramount and access is both physically and electronically guarded. The only times there would be an entry would be:

- 1. Emergency entry (i.e. fire, flood, medical, etc.)
- 2. Scheduled building maintenance (i.e. annual fire alarm testing, etc.)
- 3. Resident Lockout Service (\$50.00 charge. Resident Must be present with a valid form of identification)

NOTE: In order to maintain the building's key structure, any homeowner desiring to change their locks must work with Management to discuss the process and options.

I acknowledge the above and agree to indemnify, defend, save and hold harmless the AOOU of The Collection, its Board of Directors, Hawaiiana Management Company, and their respective agents, successors and employees from any and all liability, loss, damage, claims, cost, and expense that may arise from the above described access.

Unit #

Print Name of Owner/Resident

Date

Signature



PARCEL DELIVERY ACCEPTANCE RELEASE

The Collection offers storage for your parcel deliveries from courier services in the event of your absence. To allow The Collection Staff to accept these deliveries (i.e. Reasonable sized parcels from FedEx, USPS, DHL, etc.) you must agree to the terms below.

The undersigned Owner/Resident fully understands, acknowledges, and agrees that:

1. Any delivery received pursuant to this Authorization shall be duly logged in upon its receipt by the staff member on duty and shall be kept in The Collection Parcel Room and will be available for pick-up only to the undersigned and/or registered residents to the unit listed below.
2. The Association of Unit Owners of The Collection provides this service only as a courtesy to The Collection residents and the Association and its employees have no liability for lost or damaged deliveries which have been received pursuant to this Authorization.
3. The Association reserves the right to discontinue this service at any time upon written notification to the undersigned.
4. The Collection WILL NOT accept certified mail from the USPS.

I, the undersigned Owner/Resident, agree to allow The Collection Management or front desk/Residential Specialists staff to receive deliveries on my behalf. In consideration of the service being provided, I hereby agree to release, hold harmless and indemnify the Association and its employees from and against any and all liability claims, causes of actions, costs and/or judgments arising out of, directly or indirectly concerning, or resulting from the Association's Manager's Office or Agent's acceptance of restricted deliveries pursuant to the Authorization given by the undersigned.

Unit Number: _____

Print Name of Owner/Resident

Date

Signature

Person(s), other than signee, authorized to receive deliveries on your behalf (may need ID):

Print Name of Authorized Person(s)

Print Name of Authorized Person(s)



FUNCTION RESERVATION AGREEMENT

1. Maximum capacity for each facility: (Per Unit)

Pool – 3 Guests

Tower Clubroom – 25 Guests

Cabana #1 – 10 Guests

Cabana #2 – 10 Guests

Cabana #3 – 10 Guests

Lofts Multipurpose Room – 25 Guests

Fitness Centers – 1 Guest

2. Function Request Rules:

- A reservation shall be required for all functions. To reserve an amenity, the Resident must sign/acknowledge the Function Request Form located at the lobby desk or at the Management Office. Management will not unreasonably withhold authorization and may make recommendations, propose alternatives, or deny certain activities or proposals prior to authorization being granted.
- Reservation time limit: one (4) hour slot between 8AM-10PM.
- Residents are allowed to book an amenity no more than (60) days prior to the function date.
- Residents are allowed to hold no more than (5) active scheduled reservations at one time.
- All amenity reservations will be released after a 30-minute grace period if a resident does not check in for the reserved amenity.
- Any owner who cancels a reservation with less than 72 hours' notice shall be issued a violation letter. Reoccurrence of this behavior will result in progressive fining as stated in Section 14 of The Collection's Association Rules.

3. Amenity Rules:

- No animals (except for service animals for persons with disabilities) are allowed in the facilities.
- Other than the gas barbeque grills provided in the community barbeque areas, the use of hibachis, barbeque grills, and other open-fire cooking equipment is strictly prohibited in all areas.
- No food or beverage of any kind is permitted past the gate that leads to the pool and spa area (except water in an unbreakable container).
- GLASSWARE: The use of glassware, bottles, ceramics, chinaware, or other breakables in the BBQ area is not recommended. Used paper cups, plates and plastic tableware shall be deposited in the trash receptacles provided.
- Guest parking stalls are available on a first come, first served basis. Time limit for guest parking is (4) hours, between 7:00 am and 1:00 am. Owners are responsible for informing their guests and tenants of the parking rules. Violators will be towed at the owners' expense.
- Noise levels are to be kept moderate to be respectful of others. Music may only be enjoyed with portable music players with personal earphones.
- Residents are responsible for the safety of their family members, tenants, guests, licenses, and invitees in the pool area. Only competent swimmers or those supervised by competent swimmers are allowed use of the pool and spa.
- Anyone who may be adversely affected by the heat or humidity of the Spa, and those suffering from heart disease, diabetes, high or low blood pressure, or any chronic health problems, should not use the Spa or should be accompanied by someone who can reasonably assure their safety when using it.
- All pool & spa users must dry off before re-entering the building.
- Management reserves the right to terminate the function at any time due to non-compliance with the above rules and regulations or non-compliance with The Collection Association Rules.

NOTE: Only (3) guests per unit may enter the pool area at one time.

If you damage the premises in any way or leave the facility without cleaning up after your function, you will be charged a \$150.00 cleaning charge and appropriate fees for damages. It is the responsibility and obligation of the resident host to leave the premises in a clean and undamaged condition.

For a full list of rules, please refer to The Collection's Association Rules.

(See reverse for agreement)



Except to the extent expressly proscribed or limited by the Declaration, the Bylaws or the Association Rules, the Board reserves the right to make other rules or to amend these Association Rules from time to time, by action of the Board, as it deems appropriate to promote the safety, care, and cleanliness of the Project and to ensure the comfort and convenience of all Residents, so long as such rules are not inconsistent with any applicable laws, ordinances, codes, rules or regulations applicable to The Collection and/or its management or operation.

All persons using the Recreation Facilities do so at their own risk. Your signature indicates that you have read and understand the information provided in The Collection's Association Rules and that you agree to hold harmless The Collection AOUC and Management for any loss, damage and claims that may relate to or arise from use of the amenities, pool, barbeque grills and fitness center. In addition, you agree to pay for any damages to the facilities by or because of its use of such facilities by the Resident or Resident's guest.

Print Name of Owner/Resident

Date

Signature