



The
COLLECTION

THE LOFTS
HOMEOWNER
MANUAL



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House Rules



Introduction and Welcome

Dear Homeowner,

Welcome to The Lofts at The Collection!

The purchase of a new home is a momentous occasion and a huge investment. With this in mind, we have designed this Homeowner Manual especially for you. This manual includes information that will assist you before, during, and after your move in, helping make your residence as comfortable and enjoyable as possible. It also includes recommendations on how to care for your new home. As you know, much like a car, a home requires regular care and maintenance. This manual will help you to maintain the value and appearance of your Collection home.

In addition, the manual's warranty section will help you understand The Collection's Limited Warranty Program, its limitations, as well as the easy claims submission process. Our Customer Service Department is dedicated to serving you and responding to warranty claims. Our relationship with you, our customer, continues after the purchase of your new home — a reassurance that your investment is well protected.

Thank you for being a part of this incredible community. With its convenient location minutes from world-class shopping, dining, and urban outdoor recreation, The Lofts at The Collection is truly a wonderful place to call "home."

We share in your excitement and we thank you for choosing us.

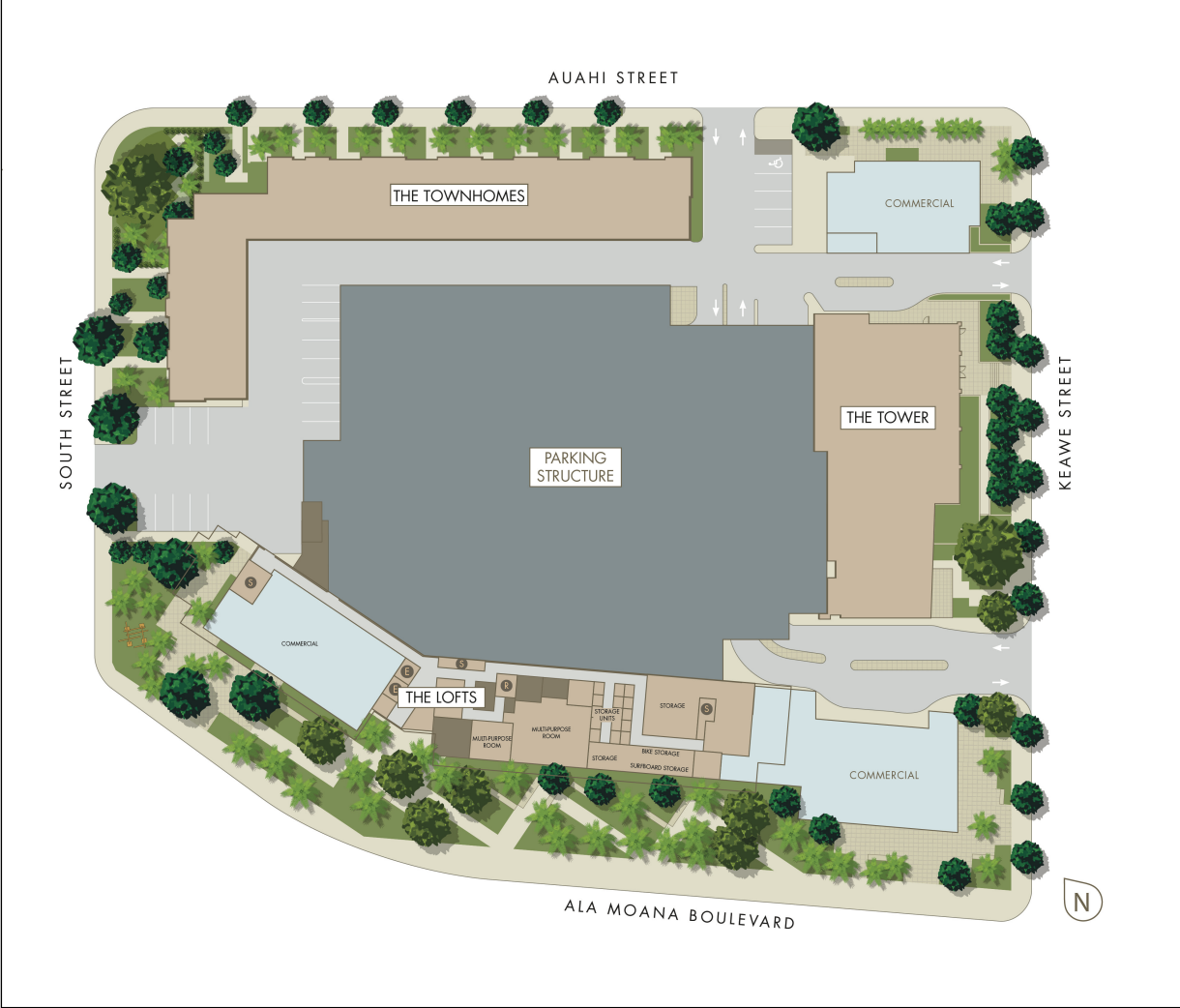
With aloha,

Richard B. Stack, Jr.
Senior Vice President
A & B Properties, Inc., for
The Collection LLC

BUILDING INFORMATION

Name	The Lofts at The Collection
Address	610 Ala Moana Boulevard, Honolulu, Hawai'i 96813
Tax Map Key	(1) 2-1-55-041
Land Tenure	Fee Simple
Building Height	57 feet
Residential Condominiums	54
Commercial Condominium	1
Amenities	Storage Area Trash Chute/Enclosure Exercise Room Multipurpose Room Common Laundry Room Bike & Surfboard Storage
Residential Parking Stalls	60 Stalls Total Including 3 Visitor Stalls
Loading Stalls	2 Stalls
Developer	The Collection LLC
Construction Manager	Griffith Consulting Group
Architect	Pappageorge Haymes Partners Design Partners, Inc.
General Contractor	Hawaiian Dredging Construction Company, Inc.
Developer's Sales Agent	Heyer & Associates LLC
Condominium Managing Agent	Hawaiiana Management Company, Ltd.

SITE PLAN



Artist rendering. Image is not to scale.

ABOUT THIS MANUAL

This manual only contains general information about certain aspects of The Collection and your residence. It is not exhaustive or comprehensive. You should always refer to your condominium documents (the Declaration, the Bylaws, and the House Rules) for any questions or issues. If there is a conflict between the information provided in this manual and the information in a condominium document, the information in the condominium document will control. In addition, if there is a conflict between the information in this manual and information provided by manufacturers, contractors, warranties, and appliance owners' manuals, those information sources and documents should be followed instead.

The developer and the Board of Directors reserve the right to revise, update, and restate this manual from time to time. You will be given copies of any revisions, updates, or restatements, and it is your responsibility to make sure you keep your manual up to date. If you rent your residence, please ensure a copy of this manual remains in the home for your tenant's use and reference, along with copies of the condominium documents.

A copy of this manual can also be found at www.thecollectionhonolulu.com/documents.



General Resident Information

IMPORTANT PHONE NUMBERS

Tower Lobby Desk, Residential Specialists	808-548-4555
Emergency, Police, Fire, Ambulance	911
Management Office	808-548-4555
Hawaiiana Management Company, Ltd.	808-593-9100

BUILDING MANAGEMENT

Hawaiiana Management Company, Ltd. is the condominium managing agent for the building and operates under the direction of the Board of Directors for the Association of Unit Owners (AOUO) of The Collection.

The Collection has an on-site general manager who is responsible for all matters concerning the day-to-day operation of the building and grounds.

All questions relating to building operations should be directed to Building Management. The Management Office is located on the lobby level of the Tower and is open Monday through Friday, from 8:00 a.m. to 5:00 p.m. After hours, The Collection's Residential Specialists will handle all matters.

SECURITY

Security personnel will be on duty 24 hours a day at the Tower Lobby Desk. In an emergency, always call "911" then notify the Tower Lobby Desk.

CCTV cameras with digital recording capabilities simultaneously monitor multiple access points of the building, grounds, and activity in all elevators.

Homeowners will receive personal access devices that are individually programmed to provide access to the property, including the parking garage and amenities.

GIFTS AND GRATUITIES TO STAFF

The Collection maintains a “no tipping” policy. In lieu of tipping The Collection staff, residents may contribute to The Collection Associate Appreciation/Holiday Fund, which will be established by the Board of Directors for the purpose of receiving contributions to be disbursed among the staff.

PERSONAL ACCESS DEVICES

Each residence will receive a certain number of personal access devices for access throughout the property, free of charge.

Additional devices, if required, can be obtained for \$150 per device. For security reasons, we ask your help in keeping the number of access devices issued to a minimum. All access devices issued to tenants and/or guests by homeowners must be returned to Building Management immediately upon their permanent departure from the building for decommissioning or reprogramming in the security system. Access devices will be deactivated by security if not returned immediately after move out or after a certain period of inactivity.

Temporary access devices are available for a deposit of \$150 and will be refundable only up to 30 days after being issued.

Replacements for lost access devices can be purchased for \$150 each. Please report all lost, stolen, or defective devices to Building Management immediately.

VISITOR INFORMATION

► VISITOR PARKING

Visitor parking stalls can be accessed from the main entry driveway off South Street and are marked with “VISITOR” signs. There are three visitor parking stalls, with one stall designated as wheelchair accessible. Visitor parking is available between 7:00 a.m. and 1:00 a.m. daily, for a maximum of six hours per vehicle. If a guest violates the visitor parking restrictions, the homeowner will be responsible for any towing charges and fines, so please be sure to inform guests of parking policies.

► VISITOR ACCESS INTO BUILDING

An enterphone is located at the Ala Moana Boulevard-side of the building, at the main doorway. Visitors should use the enterphone to directly reach the resident to request access into the building.

LOCKOUTS

Residents may call the Lobby Desk if they have locked themselves out of their residence. The Residential Specialists will admit only registered Collection residents. The cost for this service is \$50.

TRASH CHUTE

All trash deposited in the chute must be wrapped or secured in a plastic bag. No bulk or flammable objects or materials should be placed in the trash chute. Bulky items and boxes must be taken to the designated bulky item and/or recycling area, as these items can interfere with the proper function of the trash chute system.

Trash chute hours are from 8:00 a.m. to 10:00 p.m. Use of the trash chute outside of these hours is strictly prohibited.

Care should be taken when disposing of heavy bags.

Do not lean into the chute.

RECYCLING

The Collection is committed to providing a recycling program on property. The recycling bins for resident use are located at the mezzanine parking lobby entrance.

MAIL AND DELIVERIES

Individual mailboxes, assigned by residence number, are located at the ground level, on the Diamond Head side of the Lobby. Parcel mailboxes are also available for larger parcel deliveries.

USPS and other private couriers must use the enterphone to contact residents regarding package deliveries.

SUBMETERING

Multifamily Utility Company Inc.

Phone: (808) 664-0444

Email: hawaii@multifamilyutility.com

Website: www.multifamily.com

Multifamily Utility Company Inc. is excited to be a part of your community and will assist you with your utility needs in any way possible. Please feel free to contact them with any questions you may have.

What is submetering?

Submetering is the installation of individual electric metering devices (electric meters) to measure the actual energy consumption after the primary utility energy meter provided by Hawaiian Electric Company (HECO). Submetering allows the AOOU to monitor energy usage for individual condos, departments, certain equipment and/or other loads individually to account for their actual energy usage.

Why is The Collection electric submetered?

In the state of Hawaii individual electric meters are required in all new residential buildings over a certain size. Units can either be individually metered by the utility provider (HECO) or submetered by the developer during construction as is the case for The Collection. Developers often choose submeters in order to qualify for reduced rates from HECO and to provide better usage data for their residents.

What are the benefits of submetering?

There are a variety of benefits including accurate energy monitoring and providing actual usage data eliminating the need for square foot allocations in maintenance fees. Submeters are accurate and certified to meet/exceed national accuracy standards.

Submeters promote energy savings. You cannot manage what you do not monitor, and it is impossible to effectively manage energy without first knowing exactly how, when and where it is used. Accurate knowledge of where energy is being used is the first step to create a savings program while constant monitoring allows the user to gauge the ongoing effectiveness of their energy savings efforts. If users are billed for their actual energy consumption, an average decrease of 10-25% can be achieved.

Automatic Meter Reading Systems (AMR) allows reading of the meters at any time, day or night, and in any weather condition, from anywhere in the world by the submetering company. The system installed at The Collection allows HOURLY meter reads.

Is my electric meter accurate?

Yes, each electric meter at The Collection is certified revenue-grade meter which means it is accurate to better than 0.05%. All meters also meet or exceed the national ANSI C12.20 standard for accuracy.

How do I know that my electric charge is based on my electric meter?

The developer of The Collection ensured each electric meter was installed correctly and connected to the appropriate unit. There were three independent verifications of the meter installation, first by the contracted electrical company, second by the meter manufacturer and third by the submetering company (Multifamily Utility Company) that will be reading the meters.

How are utility amounts calculated?

Each unit has its own individual electric submeter that tracks the exact amount of electricity used. This meter is read on a monthly basis by the submetering company on the same day that HECO reads the primary electric meter for the building. The rate that is charged each month to each owner is the same rate that HECO charges the building for the same time period. This rate is calculated by dividing the total kWh (kilo-watt hours) by the total HECO charge for the given period. This rate does vary slightly from month to month and is subject to rate changes issued by HECO.

How does the electric charge get on my monthly statement from Hawaiiiana Management?

The submetering company provides Hawaiiiana with a monthly report which has the begin meter read, the end meter read, the total consumption and the per kWh rate for this period derived from the HECO bill. Hawaiiiana then prints these figures and associated charges on your monthly statement.

If I have a question about the electric charges on my bill who do I contact?

Customer service is an ongoing priority with Multifamily Utility Company. Customer service representatives can be reached by phone at 1-800-501-6820. For support from a Honolulu-based customer service agent, call 808-664-0444.

For specific account questions regarding meter reads, electric usage or electric charges we recommend contacting us via e-mail at hawaii@multifamilyutility.com. Please make sure to list your building, unit number, and the period you are inquiring about in your email.

ABSENTEE HOMEOWNERS & EXTENDED UNIT VACANCIES

Before you leave your unit for an extended period, here are a few basic tips to consider:

► AIR CONDITIONER

Dry Out and Turn Off Instructions

1. Set to the highest temperature in manual COOL mode and operate for 3 to 4 hours. This dries the inside of the unit as moisture in the air conditioner contributes to favorable conditions for growth of fungi such as mold.
2. Press the [ON/OFF] button on the remote controller to stop the operation.
3. Turn off the power supply at the circuit breaker and remove the batteries from the remote controller.

When using the air conditioner again, clean the air filters. Check that the air inlet of the indoor unit is not blocked. Reinsert the batteries into the remote controller and turn on the power supply at the circuit breaker. The indoor unit may take around 3 minutes to restart; please be patient.

► ICE MAKER

Empty Ice Bin and Turn Off Ice Maker

If you intend to turn off your refrigerator due to an extended absence, please remember to empty out your ice bin and turn off your ice cube maker to prevent accidental leaks and water damage due to the ice melting. Any damage to your appliance, cabinets, or floor due to this situation is non-warrantable. When you return home and restart your ice maker, follow instructions in the "APPLIANCE" section on flushing out the water line and disposing of the first batch of ice.

► WATER

Turn Off Main Unit Water Shut-off valve

Locate your main unit water shut-off valve near your water heater. Rotate the valve $\frac{1}{4}$ turn according to the instructions on the handle to shut off water supply to your unit. Drain the water in your pipes by turning on your faucets and shower. Shut off the water supply valves at your toilet(s).

When you return to your unit and turn the water back on, please run all your plumbing fixtures (faucets, showers, refrigerator, etc.) for a few minutes to flush out the air in the lines.

▶ HOT WATER HEATER

If you will be away from home for a period of time, you may want to turn off the main power to your water heater, located in your circuit breaker, after you turn off the water supply. Upon your return, turn the circuit breaker back on, then turn on the water supply.

▶ ELECTRICITY

Be sure to unplug all non-essential electronics (stereos, televisions, and computers) and appliances (coffee maker, toaster ovens, and microwaves) as they will continue to consume energy even when not in use. Clean out the refrigerator and freezer. If you choose to turn off the main power at the circuit breaker, prop the doors open to prevent mildew.

▶ NOTIFY BUILDING MANAGEMENT

It is recommended that you notify the Building Management prior to your departure regarding any emergency access to your unit.

Move-In/Out Information

GENERAL INFORMATION

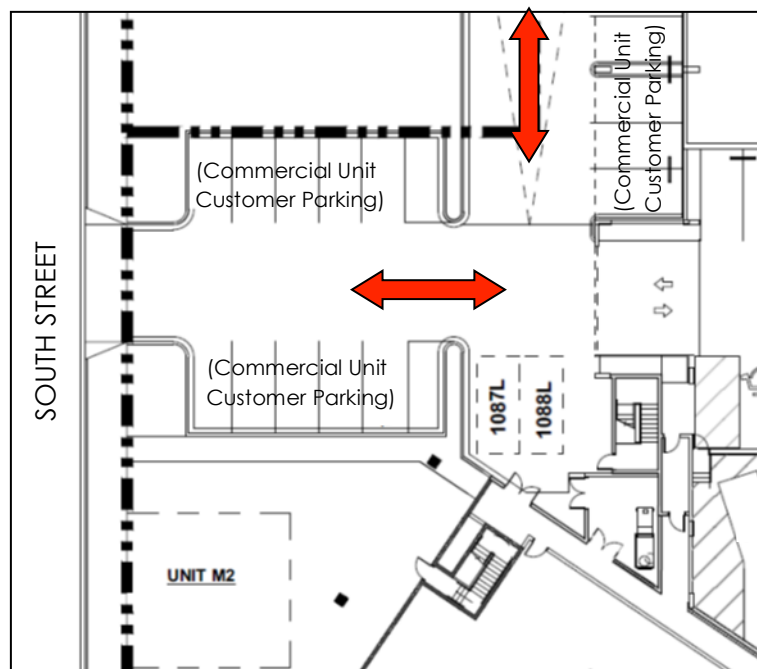
Please note that residents must schedule all incoming and outgoing moves with Building Management and reserve an elevator and use of the loading dock with a Residential Specialist. A Residential Specialist will also accompany residents prior to and after their move to inspect any common areas that may be affected during the moving process.

Moving hours are between 8:00 a.m. and 4:30 p.m. Monday through Saturday. The Building Management will arrange specific time slots. It is important that residents make every effort to stay within their allotted moving time. Please alert a Residential Specialist to any changes in the moving schedule.

Also, please make sure that personal items, furniture, or boxes are not left in the corridors or in front of fire exits. All corridors and fire exits must remain clear at all times in case of emergency.

LOADING STALLS

The entrance to the loading stalls (1087L and 1088L) and the parking garage is located off of South Street. See map below.



Maximum Garage Ceiling Height: 6' 8"

Due to limited number of loading stalls, only two moving trucks will be allowed at any given time. Unscheduled use of loading stalls is not permitted.

FREIGHT ELEVATORS

The use of any elevator for freight service, including move-in, move-out, deliveries, and contractor use must be scheduled in advance with Building Management.

Loading Area Height:	N/A (No Overhang)
Loading Area Stall:	Width 8' 6", Length 19'
Secondary Door to Lobby:	Width 3' 4", Height 7'
Elevator Door:	Width 3' 6", Height 6' 10"
Elevator Interior:	Width 6' 9", Height 7' 0", Depth 5' 6"
Max Elevator Weight:	3,500 lbs.
Hallway Dimensions:	Width 4' 10", Height 7' 6"

Residents may move hand-carried items such as clothing, personal items, and small boxes via the regular passenger elevator. However, all other larger items must be transported with a reserved freight elevator.

CLEAN UP AND POST MOVE IN/OUT

To ensure that The Collection remains a beautiful place to call home, each resident is responsible for any damage that may occur during move in and out.

It is important that residents make arrangements with their moving company to pick up and remove all boxes and moving materials. The Collection's trash receptacles cannot accommodate large materials (e.g. corrugated boxes, pallets, packing crates, etc.).

Note: Damage to the residence that results during the moving process is not covered under the Limited Warranty Program. Please visit the "LIMITED WARRANTY PROGRAM" section of this manual for more information.

RESIDENT REGISTRATION

For security purposes we ask that all residents of The Collection complete and submit a Resident Registration Form to Building Management. Building Management will also take a photo of each resident. Personal information and photos will be kept private and only used by management for security purposes.

The Collection restricts the type and number of pets living in the building. If you have a pet, you may also be required to register your pet and if you have a dog, also pay an annual fee. Please carefully review Section 5.7 of The Collection Bylaws and Section VI of the House Rules for more information and rules relating to pets.

Emergency Information and Procedures

RESIDENCE FIRE PROTECTION SYSTEMS



Concealed fire sprinkler in ceiling Standard fire sprinkler

Each unit at The Collection has an automatic fire sprinkler system that is designed to minimize fire damage and help protect occupants in the event of a fire in the building. However, extensive water damage may occur if a sprinkler head is inadvertently activated. If this happens, call the Tower Lobby Desk immediately, as severe water damage will occur. DO NOT hang items on the sprinkler heads or place items within 20 inches of it. Some fire sprinkler heads are recessed with cover plates. Do not paint over or seal these covers.

SMOKE DETECTORS

Manufacturer: GENTEX Corporation

Model Number: GN-303

Part Number: 917-0050-002

Voltage: 120 VAC

Battery Back Up: Duracell MN 1604 9VDC Alkaline (recommended)

Smoke detectors can quickly alert you to the presence of smoke; they cannot prevent fire. The ultimate

responsibility for fire protection rests solely on you.

Never ignore a smoke detector if the alarm goes off.

Failure to do so can result in serious injury or death. The

homeowner should test the smoke alarm and its batteries periodically and replace batteries as needed.



Do not cover, tape, or otherwise block the openings of your smoke alarm. These openings are designed to allow air to pass through your smoke alarm to continuously monitoring the air around the smoke alarm.

► HOW TO TELL IF YOUR SMOKE ALARM IS WORKING PROPERLY

- Your smoke alarm is provided with an alarm horn, a red light emitting diode (LED) indicator that slowly pulses every 15 to 30 seconds under normal operation, and a green LED indicator for the AC (or alternating current) power.
- Test button function: Push the test button for 5 seconds, which will cause the smoke alarm to sound. If the device ever fails to test correctly, replace it immediately. Smoke alarms that don't work can't protect you.
- If the battery is low or missing, every 30 seconds a chirp will emit and the red LED will flash. If the smoke alarm is malfunctioning, the chirp will sound between the red LED flashes. If AC power fails, the green LED will turn off; check if the circuit did not trip at the breaker.

► BATTERY INSTALLATION

Use only a Duracell MN 1604 alkaline 9VDC battery with your GN-303 series smoke alarm.

1. Locate the side-mounted battery drawer.
2. Open the battery drawer by firmly pulling on the side lip, then sliding the battery drawer open.
3. Insert the battery into the drawer, terminal side first. Take care to make sure the appropriate terminal is aligned correctly. (+) terminal on battery to (+) terminal on alarm metal contact and (-) terminal on battery to (-) terminal on the alarm metal contact.
4. Rotate the battery into the drawer and slide the drawer until it snaps into place to securely close. If the battery is not installed correctly, the battery drawer will not close.

CAUTION: Units with battery backup will not provide power or transmit an alarm to other AC-only units in the event of an AC power failure. All battery backup units in tandem with good batteries will operate normally during an AC power failure for a minimum of 24 hours.

For further information on smoke detectors, please go to www.gentex.com or see Building Management.

Note: Your smoke detectors operate independently from the building's Fire Protection System. However, if one is activated within your unit, all smoke detectors in your unit will activate.

► VENTILATION

Your photoelectric smoke alarm is designed to detect smoke that results from an actual fire condition. Consequently, it is rare – but may happen – that household smoke such as tobacco product smoke or normal cooking smoke can cause an alarm. Be sure to provide good ventilation to avoid a false alarm.

Your daily habits can help keep your home well ventilated:

- Run the cooktop exhaust fan when you are cooking.
- Turn on the exhaust fans when bathrooms are in use.

► NUISANCE ALARM

In the event your smoke alarm is triggered by stimulus other than fire smoke, never disconnect an AC-powered smoke alarm to silence the nuisance alarm. Open a window, fan the air around the smoke detector, and turn on your bathroom exhaust fans to remove the smoke from your unit. The alarm will automatically turn off when the smoke in the air is completely gone. Do not open your front door to air out the nuisance smoke as this may trigger the building smoke alarms in the hallway.

BUILDING FIRE PROTECTION SYSTEMS

Every resident should take time to walk through the building and grounds to become familiar with the location of fire exits and alarm pull stations.

Dial “911” in the event of a fire, or other emergency requiring the fire department, police, or ambulance.

If there is an emergency in your residence call “911” first and then call the Tower Lobby Desk at 808-548-4555.

Every corridor has alarm pull stations, fire extinguishers, sprinklers, smoke detectors, emergency loudspeakers, and strobe lighting.

EMERGENCY COMMUNICATIONS SPEAKERS



Genesis G4 Series audible emergency speakers have been installed throughout your residence. In the event of an emergency, the building management will provide further instructions via these speakers. Periodic building evacuation drills may also be held and will be announced over these speakers.

While no maintenance is required for these speakers, please refrain from covering or hanging clothing, towels or other objects from these speaker boxes.

Tampering with these devices is prohibited.

FIRE DOORS

In the event of a fire and/or fire alarm, automatic fire doors will close off each elevator from the individual elevator lobbies. In the event of a fire, please use the stairwells located near the end of each hallway.

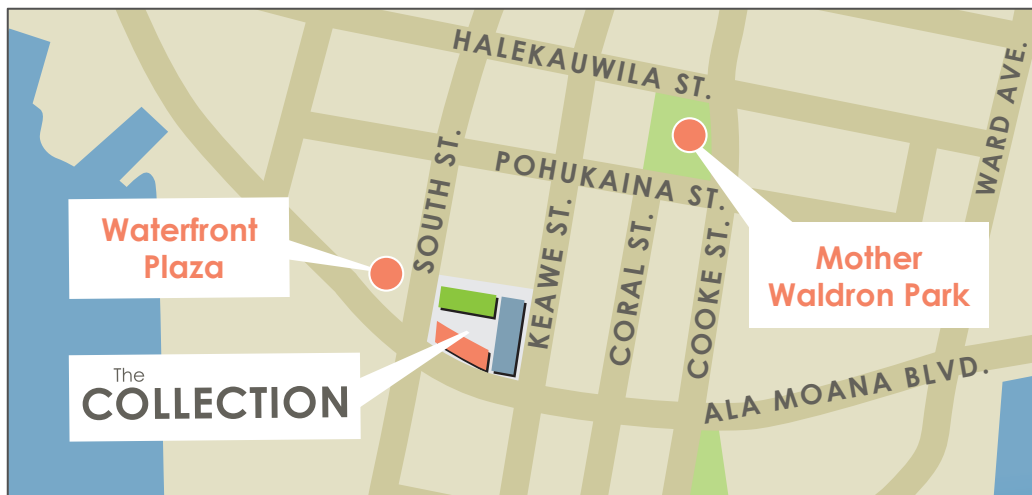
Do not use elevators during emergency fire evacuations.

FIRE & EMERGENCY EVACUATION PLAN

In the event of a fire, all residents should follow the procedures below:

1. REMAIN CALM. Upon hearing the fire alarm signal, do not panic. Go immediately to your residence entrance and feel the door with your hand before opening it.
2. DO NOT OPEN THE DOOR IF IT IS HOT TO THE TOUCH. If your door is hot or if you see smoke seeping into your home, seal off all cracks around the door with damp towels to keep the smoke out. If you are unable to safely exit your residence, first call "911", then call a Residential Specialist at 808-548-4555.

3. If your residence door is cool to the touch and there is no evidence of smoke, open the door just a crack at first, and then slowly open it all the way if you feel it is safe.
4. **DO NOT USE THE ELEVATORS.** The fire alarm system will automatically activate smoke doors on each floor to seal off the lobby elevator areas. The elevators will descend or ascend to a designated floor and open up for fire department use only. If conditions permit, leave your residence immediately and proceed to the nearest fire exit stairway.
5. Locate the fire exit stairwell closest to you (there is at least one on each floor). After exiting the building, proceed out to the nearest Evacuation Assembly Area (EAA) located at Mother Waldron Park or Waterfront Plaza, shown on the maps below. Your EAA will depend on where you are on property at the time of evacuation.



6. If there is a fire, **DO NOT** wait for instructions or an evacuation order. Please use your common sense and judgment, and exit the building as quickly and safely as possible or, if that is not possible, take the safety precautions described above.

SPECIAL NEEDS

Residents requiring assistance or those who are wheelchair-bound should provide their special needs or requirements to Building Management to ensure that their needs have been noted in the event of an emergency. This information will be kept strictly confidential.

In the event of an emergency, Building Management will advise the Honolulu Fire Department of these individuals and their residence numbers, and a firefighter or Residential Specialist will provide assistance.

If you are unable to safely exit your residence, first call “911”, then call a Residential Specialist at 808-548-4555.



Television and Internet

The Collection has selected Hawaiian Telcom as the telecommunications provider for digital TV and high-speed internet services for the building. Here is some basic information to allow Hawaiian Telcom to best assist you with your move-in experience.

Hawaiian Telcom TV is a 100% digital service and requires set-up by a technician trained to handle your “fiber to the home” installation.

The basic services listed below will be available for use upon arriving at your unit. These services are included in your monthly association dues.

The basic package includes the following services and features:

- Advantage TV package
- High-speed internet (up to 50Mbps) with Wi-Fi
- Whole Home DVR service
- High-Definition service
- Starz! movie channels

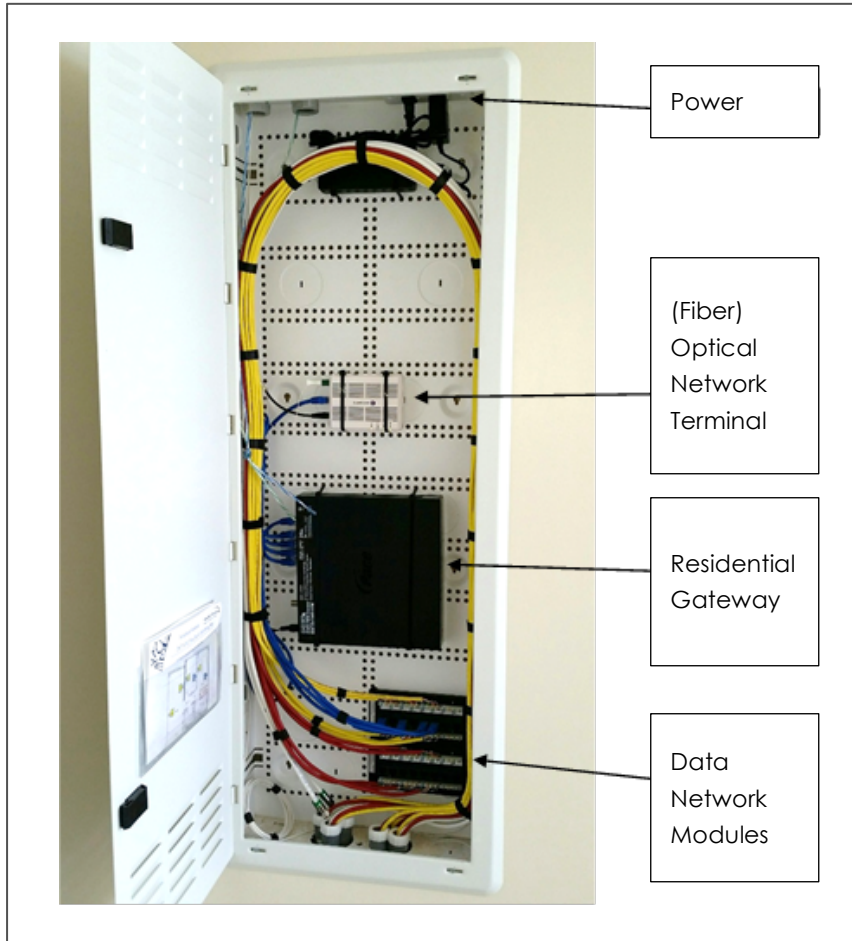
Equipment pre-installed:

- One (1) Residential Gateway
- One (1) Optical Network Terminal
- Data modules

These items will be located inside of your media cabinet. See photo on the following page.

HAWAIIAN TELCOM MEDIA CABINET

The equipment shown here will be installed in your media cabinet.



Actual layout may vary.

INFORMATION FOR ORIGINAL BUYERS

One (1) primary set top box and one (1) remote control will be provided in your residence. Additional set top boxes can be purchased through Hawaiian Telcom. Instructions on how to connect the set top box to your TV will also be provided, along with a Hawaiian Telcom TV User Guide. Your wi-fi service will be enabled with a temporary SSID (Network Name / Service Set Identifier) and password.

Account registration is required for all owner-occupants. An installation appointment must be scheduled with Hawaiian Telcom to add additional services and features. (e.g. additional set top boxes, home phone, and long distance services).

If you move or sell your residence, please be sure to contact Hawaiian Telcom at 808-643-0878 for instructions on transferring or closing your account.

INFORMATION FOR NEW HOMEOWNERS

The equipment listed above, which is located in the media cabinet, should be left in place in the event of a transfer of ownership. Please contact Hawaiian Telcom to set up or activate a new account, or to add additional services and features.

ACTION NEEDED TO COMPLETE THE SETUP OF YOUR HAWAIIAN TELCOM ACCOUNT

While the basic services outlined earlier in this document will be available upon your initial move-in, Hawaiian Telcom will still need to create an individual account for you. This account gives them the ability to properly identify you with your corresponding residence number and provide 24/7 technical support, including trouble-shooting assistance remotely. The account is also needed to install and activate additional set top box(es), optional features, services and channels, Video On Demand, and Pay Per View.

Note: It is also important to advise Hawaiian Telcom if you wish to move existing service(s) over to your new Collection account (e.g. a current telephone number or Hawaiian Telcom email address).

HOW DO I COMPLETE MY ACCOUNT SET UP?

1. Set up your account by calling 808-643-0878, a dedicated phone number exclusive to The Collection residents. Hours of operation are Monday through Saturday, 8:00 a.m. to 8:00 p.m.
2. For the first few months of the building's initial opening (late 2016/early 2017), Hawaiian Telcom representatives may be on-site periodically to assist homeowners with account set up and installations. Please call Hawaiian Telcom to set up an appointment or check with a Resident Specialist for upcoming visits.

Important Note: If you are assigning an individual or property manager/ management company to handle your account set up, additional steps are required. Please notify Building Management and a Hawaiian Telcom representative will contact you directly.

HELPFUL TIPS

It is highly recommended that you have all of your TVs in place prior to the technician's arrival.

With your Hawaiian Telcom high-speed Internet service you also have the opportunity to select up to ten (10) "hawaiiantel.net" email addresses. These addresses can be set up once your installation is complete and you have an active account.

Feel free to visit the Hawaiian Telcom website at www.hawaiiantel.com to learn more about additional TV features and services available.

STAY SECURE WITH MCAFEE

Protect your computer with a free subscription to McAfee Internet Security Software. Visit www.hawaiiantel.com/security for more information and to download your McAfee software. McAfee is available free of charge for all PC users.

WI-FI HOTSPOTS

Hawaiian Telcom has more than 200 Wi-Fi hotspot locations statewide. As a Hawaiian Telcom high-speed Internet customer, you can connect free of charge. Visit www.hawaiiantel.com/wifi for more information and a list of Wi-Fi locations.

CONTACT/SUPPORT INFORMATION

Hawaiian Telcom has provided a dedicated customer service phone number exclusively for The Collection's homeowners and residents: **808-643-0878**. Specific departments and extension numbers are provided below.

Sales and Customer Service - 808-643-0878, Option 1

Open Monday through Saturday, 8:00 a.m. through 8:00 p.m.

Closed Sundays and holidays

- New residents who want to schedule new service installation
- Current residents who want to make changes to their account (e.g. to add new features, channels, move equipment)
- Residents moving out who want to disconnect service

Billing Inquiries - 808-643-0878, Option 2

Open Monday through Saturday, 8:00 a.m. through 8:00 p.m.

Closed Sundays and holidays

Technical Support - 808-643-0878, Option 3

Open 24 hours a day, 7 days a week

ONLINE SUPPORT

www.hawaiiantel.com/tvsupport

For residents needing technical support or repairs for their TV, Internet, or phone service.

"Chat with Us" feature:

Monday through Saturday, 8:00 a.m. through 8:00 p.m.

www.hawaiiantel.com/myaccount

My Account Online Portal

Accessible online 24/7

Provides access to:

- Manage all Hawaiian Telcom services
- Control DVR remotely
- View and pay bills
- Check hawaiiantel.net emails
- Listen to voicemail

www.hawaiiantel.com/tv

For general information on Hawaiian Telcom TV

HAWAIIAN TELCOM DEPOTS

Downtown

1177 Bishop Street
Honolulu, Hawai'i 96813

Open Monday through Friday, 8:00 a.m. through 5:00 p.m.
Open Saturday, 9:00 a.m. through 5:00 p.m.
Closed Sunday

Pearl City Shops

1029 Makolu Street
Pearl City, Hawai'i 96782

Open Monday through Friday, 10:00 a.m. through 7:00 p.m.
Open Saturday, 10:00 a.m. through 6:00 p.m.
Closed Sunday

Home Care and Maintenance

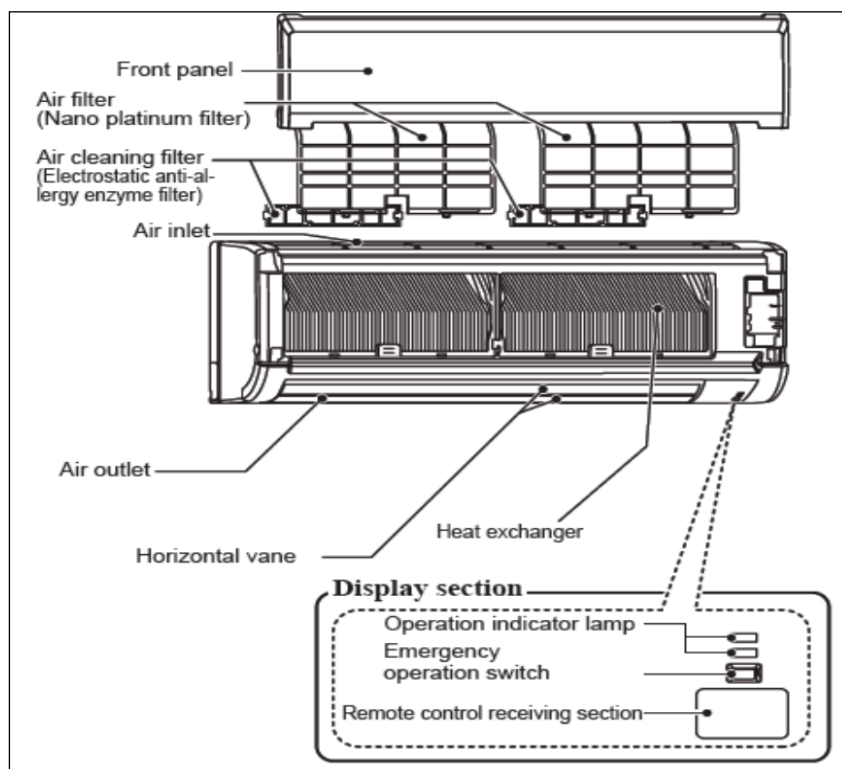
To help preserve the beauty and quality of your new home, regular care and maintenance is essential. The responsibility for this care falls to the homeowner.

Wear and tear, temperature fluctuations, and humidity are normal; however, failure to perform routine maintenance to mitigate these elements can void warranty coverage on all or part of your residence. Understanding how to care for your home's fit and finishes will maintain the quality of your home and help prevent costly repairs and replacements down the road.

In the following pages we have provided a general maintenance guideline of these fit and finishes, including the materials and features of your new home. Please read them carefully to become familiar with the maintenance that your home requires.

AIR CONDITIONER

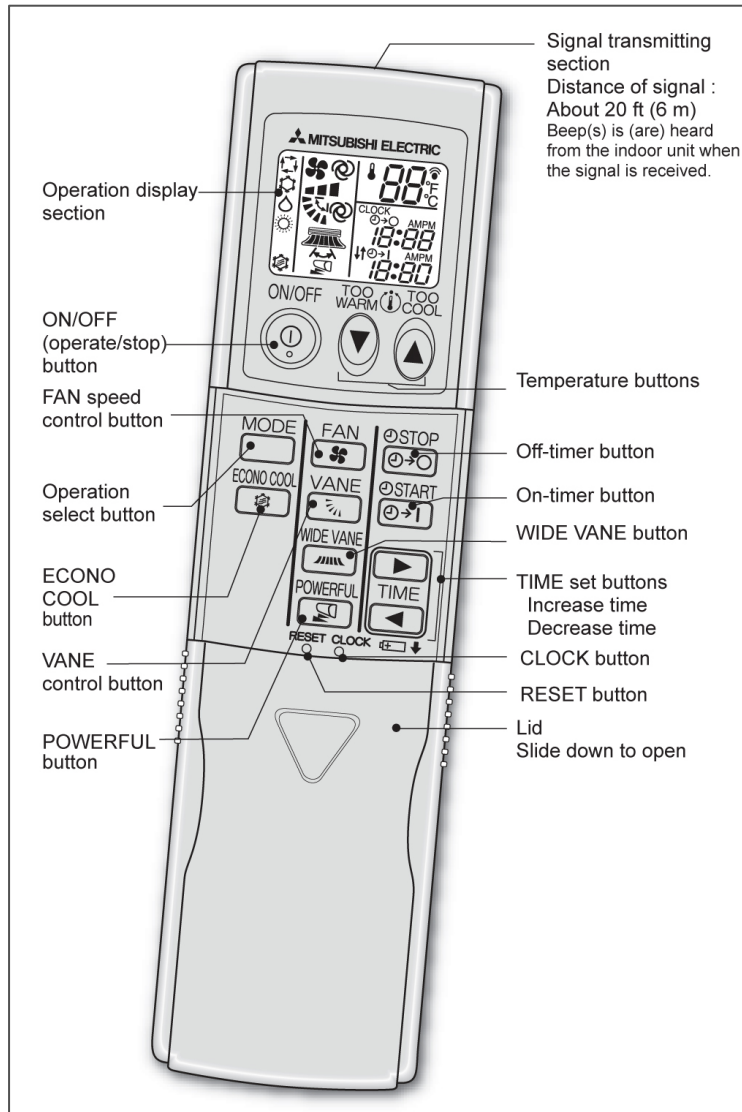
For a list of air conditioner model(s) in your unit, please see the "HOME REPAIR – QUICK REFERENCE GUIDE" section.



Your split-system Mitsubishi Electric air conditioner includes:

1. Indoor unit(s) located in the living room and bedrooms (depending on your floor plan) .
2. Wireless remote controllers for each AC unit.

► WIRELESS REMOTE CONTROLLERS



General diagram and programming instructions.
Actual controller may vary. See your appliance manual.

Each installed AC unit includes its own remote controller. When using the remote controller, point it towards the receiver on the indoor unit. Handle the remote controller carefully! Do

not drop the remote controller or subject it to strong shocks; do not get the remote controller wet or leave it in a location with high humidity.

When replacing the two (2) AAA alkaline batteries in the remote controller, make sure the polarity of the batteries is correct. Replace all batteries with new ones of the same type.

After installing new batteries, press the "RESET" button gently using a thin instrument. If the RESET button is not pressed, the remote controller may not operate correctly.

Do not use manganese batteries, rechargeable or leaking batteries. The remote controller could malfunction.

Extra or replacement remote controllers can be purchased at:

AC Warehouse

670 Auahi Street, Space I-10

Honolulu, HI 96813

Phone: 808-545-3084

Email: info@acwarehousehawaii.com

If you wish to mount a holder for your remote controller(s) on the wall, please follow AOUCO rules and guidelines for drilling into your wall. Mounting remote control holders is to be done at the homeowner's expense and any damage resulting from improperly drilling into or affixing the holder to the wall is not covered under the Limited Warranty Program.

► **BASIC OPERATIONS**

Consult your appliance manual for more information on operations and programming.

1. Press [ON/OFF] button to start or stop the operation of your air conditioner.
2. Press [MODE] to select operation mode (AUTO, COOL, DRY, HEAT)
 - a. AUTO = the unit selects the operation mode according to the difference between the room temperature and the set temperature. During AUTO mode, the unit changes mode (COOL ↔ HEAT) when the room temperature is 4°F (2°C) away from the set temperature for more than 15 minutes.
 - b. COOL = Enjoy cool air at your desired temperature.
 - c. DRY = Dehumidify your room. The room may be cooled slightly. Temperature CANNOT be set during DRY mode.
 - d. HEAT = Enjoy warm air at your desired temperature.

3. TO CHANGE TEMPERATURE FOR HEAT OR COOL MODES: Press the TEMP arrow buttons to raise or lower the temperature. Each press will change the temperature by 1°F (1°C).
4. TO CHANGE FAN SPEED: Press the [FAN] button to select fan speed. Some models may have up to 4 fan speeds, including AUTO.
5. TO CHANGE AIR FLOW DIRECTION: Press the [VANE] button to select airflow direction either manually or allow the vane to move up and down intermittently. In models with "SWING" mode, the vanes will move automatically up and down periodically.

If the remote controller is used within approximately two minutes after power is supplied to the indoor unit at the circuit breaker, the indoor unit may beep twice to indicate the unit is performing the initial automatic check.

The indoor unit may also beep to confirm that the signal transmitted from the remote controller has been received.

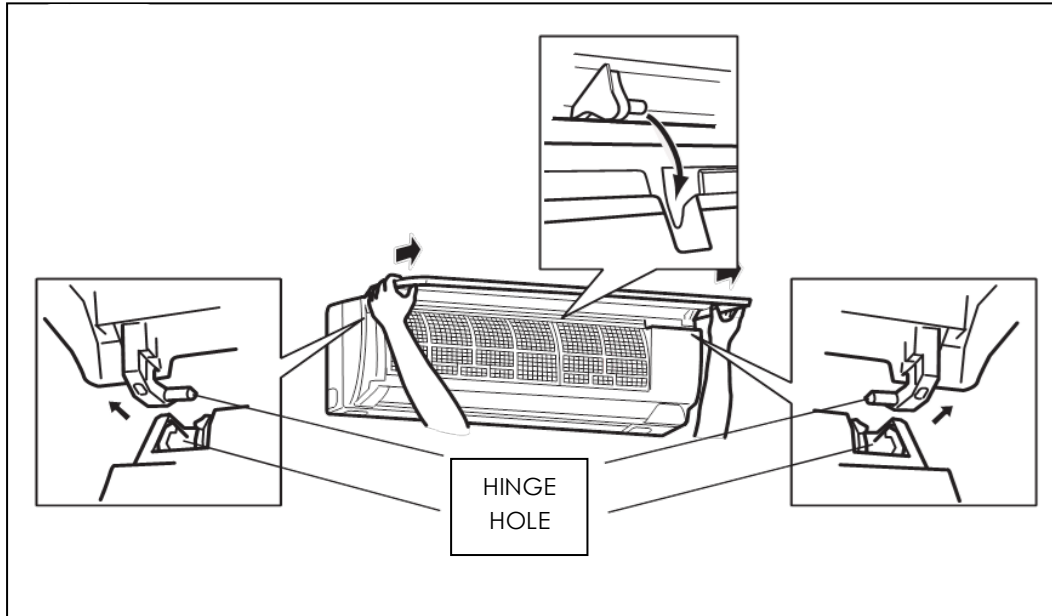
If the operation lamp near the indoor unit receiver is blinking, the unit needs to be inspected. This may not be covered under warranty, and we recommend you contact a certified air conditioner technician for assistance.

► CARE & CLEANING

The following are general cleaning guidelines. Each air conditioner indoor unit differs per model and maintenance is dependent on environmental conditions and usage. Generally, it is recommended to clean the filters every 3 months. The manufacturer recommends replacing your filters once a year for maximum performance.

Before cleaning, use the remote controller to turn off the indoor unit then turn off the power supply at the circuit breaker. Vacuum away dirt and debris before soaking the filters in lukewarm water and mild detergent. Allow filters to dry completely before putting them back into the unit.

Cleaning Instructions



1. Lift the front panel until a "click" is heard.
2. Hold the hinges and pull to remove as shown in the above illustration. Clean as directed above.
3. Install the front panel by reversing the removal process. Close the front panel securely and press the positions indicated by the arrows.

Note:

- Be careful if you have to climb up on a stool to do the cleaning.
- Please take precautions to protect your eyes from dust.
- When the filter is removed, do not touch the metallic parts inside the indoor unit, as injury may result.
- Do not use benzene, thinner, polishing powder, or insecticide.
- Use only diluted mild detergents.
- Do not expose parts to direct sunlight, heat, or fire.
- Do not use water hotter than 120°F (50°C).

Certified Inspection and Servicing

Annual servicing of your air conditioner by a certified technician is recommended and should include checking the electrical parts, outdoor compressor unit (located on the roof) and other major components. Please have your technician arrange roof access with building management during service appointments.

It also includes checking for leaks, the condition of the pipes, and to ensure that your air conditioner is working at optimal efficiency. Dirt or dust in the unit may create an unpleasant odor, contribute to growth of fungi, and/or mold, clog the drain passage, and cause water to leak from the indoor unit.

The servicing can also help prevent many small problems from becoming expensive repairs later on. Pursuant to the project documents, regular maintenance of the air conditioner is a homeowner responsibility.

Extended Absence

1. When the unit will be unused for a long time (more than one month), set to the highest temperature in manual COOL mode and operate for 3 to 4 hours. This dries the inside of the unit as moisture in the air conditioner contributes to favorable conditions for growth of fungi and/or mold.
2. Press the [ON/OFF] button on the remote controller to stop the operation.
3. Turn off the power supply at the circuit breaker and remove the batteries from the remote controller.

When using the air conditioner again, clean the air filters. Check that the air inlet and outlet of the indoor units are not blocked. Reinsert the batteries into the remote controller and turn on the power supply at the circuit breaker. The indoor unit may take around 3 minutes to restart; please be patient.

Troubleshooting

INDOOR UNIT	
Symptom	Possible Solution
The unit cannot be operated.	Check to see that the circuit breaker is turned on and the power supply plug is connected.
The unit cannot be operated for about 3 minutes when restarted.	This protects the unit according to instructions from the microprocessor. Please be patient.
Mist is discharged from the air outlet of the indoor unit.	The cool air from the unit rapidly cools moisture in the air inside the room, and it turns into mist. This normally occurs if the indoor temperature and the humidity are high and operation is set to cool.

INDOOR UNIT (continued)	
Symptom	Possible Solution
The swing operation of the HORIZONTAL/VERTICAL VANE is suspended for a while, then restarted.	This is for the swing operation of the HORIZONTAL/VERTICAL VANE to be performed normally.
The air flow direction changes during operation. The direction of the horizontal vane cannot be adjusted with the remote controller.	When the unit is operating in COOL or DRY mode, if the operation continues with air blowing down for 30 minutes to 1 hour, the direction of the air flow is automatically set to horizontal position to prevent water from condensing and dripping.
The unit starts operation by itself when the main power is turned on, though it isn't operated with the remote controller.	These models are equipped with an auto-restart function. When the main power is turned off without stopping the unit with the remote controller and is turned on again, the unit starts operation automatically in the same mode as the one set with the remote controller just before the shut off of the main power.
The indoor unit discolors over time.	Although plastic turns yellow due to the influence of some factors such as ultraviolet light and temperature, this has no effect on the product functions and is not a valid warranty claim.

REMOTE CONTROLLER	
Symptom	Possible Solution
The display on the remote controller does not appear or is dim. The indoor unit does not respond to the remote control signal.	Check if the batteries are exhausted, if the polarity of the batteries is correct, and if any buttons on the remote controller are being pressed.
The air conditioner does not operate even though the ON/OFF button is pressed. The operation mode display on the remote controller disappears.	Check if the power supply is turned on at the circuit breaker.

DOES NOT COOL OR HEAT	
Symptom	Possible Solution
The room cannot be cooled or heated sufficiently	<ul style="list-style-type: none"> • Check if the temperature and fan speed are at an appropriate setting. • Are the filters clean? If not, see the "CARE & CLEANING" section. Air flow is reduced when the filter is dirty or clogged. • Make sure there are no obstacles blocking the air inlet or outlet of either the indoor or outdoor unit. • In order for your air conditioner to work properly, all windows and front door must be closed.
The room cannot be cooled sufficiently.	<ul style="list-style-type: none"> • When a ventilation or exhaust fan or gas cooker is used in a room, the cooling load increases. • When the outside temperature is high and window treatments not used, the cooling effect may not be sufficient.

AIRFLOW	
Symptom	Possible Solution
The air from the indoor unit smells strange.	<ul style="list-style-type: none"> • Check if the filters are clean. • Check if the fan or heat exchanger of the indoor unit is clean. • The unit may be sucking in odor adhering to the wall, carpet, furniture, clothing, etc. and blowing it out with the air.

SOUND	
Symptom	Possible Solution
Cracking sound is heard.	This sound is generated by the expansion/contraction of the front panel or other parts due to change in temperature.
"Bubbling" sound is heard.	<ul style="list-style-type: none"> • This sound is heard when the outside air is absorbed from the drain hose by turning on the range hood or the ventilation fan, which causes the water flowing in the drain hose to spout out. • This sound is also heard when the outside air blows into the drain hose in cases when the outside wind is strong.
Mechanical sound is heard from the indoor unit.	This is the switching sound in turning on/off the fan or the compressor.
The sound of water flowing is heard.	This is the sound of the refrigerant or condensed water flowing in the unit.
Hissing sound is sometimes heard.	This is the sound when the flow of refrigerant inside the unit is switched.
Noise is louder than manufacturer's specifications.	The indoor operation sounds level is affected by the acoustics of the particular room and will be higher than the noise specifications, which were measured in an echo-free room.

In the following cases, stop using the air conditioner and contact a certified technician:

- Water is leaking or dripping from the indoor unit.
- The upper operation indicator lamp blinks.
- The breaker is tripping frequently.
- The remote control signal is not received in a room where an electronic ON/OFF fluorescent lamp (inverter-type) is used.
- Operation of the air conditioner interferes with radio or TV reception. An amplifier may be required for the affected device.
- An abnormal sound is heard.

For more information and details on Air Conditioner Operations, please log into your CONASYS account and search "Air Conditioner" or you can visit Mitsubishi's website www.mitsubishicomfort.com/products.

APPLIANCES

See the "APPLIANCES" section of this Manual for a list of the appliance model numbers in your unit as well as the phone numbers for Manufacturer-Authorized Service Providers.

The appliance manufacturer, Frigidaire, has asked to work directly with homeowners if any repairs are needed for their products. The manufacturer-authorized service providers' phone numbers are listed in the "HOME REPAIR – QUICK REFERENCE GUIDE" section of your Homeowners Manual. Be prepared to provide the model and serial number of the item and the closing date on your home. Do not attempt to repair the appliance yourself. **Any work performed by unauthorized personnel may void the warranty.**

Appliance warranties are generally for one year; refer to the literature provided by the manufacturer for complete information as well as warranty exclusions. Remember to mail in any registration cards you receive with manufacturer materials. Being in the manufacturer's system assures that in the event of a recall the company can contact you and arrange to provide the needed correction. Failure to register your appliances may void the manufacturer's warranty.

The following information is a general outline of items concerning your appliances. Please read thoroughly and refer to your appliance manuals on the proper use and care of your appliances.

Make sure that you are home the first time you operate your disposal, dishwasher, and washing machine to ensure that they are working properly and that there are no possible water leaks. In the event of a leak, stop the machine's operation and contact a plumber as soon as possible.

► REFRIGERATOR

The power supply to your 18 cubic ft. top-mount refrigerator is located at the circuit breaker. Turning the Freezer and Fresh Food controls to "0" (mechanical controls) or "OFF" (electronic controls) will disable your refrigerator's cooling system, but does not disconnect the power to the light bulbs and other electrical components.

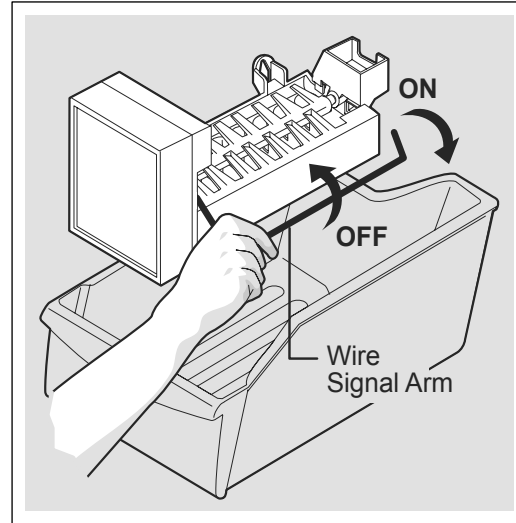
To ensure safe food storage, allow the refrigerator to operate with the doors closed for at least 8 hours before loading it with food. When first turning the refrigerator on, adjust the refrigerator control to "Normal". This is the recommended initial setting. After 24 hours, adjust the controls as needed.

For proper ventilation, the front toe grille located at the bottom of your appliance must remain unobstructed. Sufficient air circulation is essential for the proper operation of your refrigerator. Inside the refrigerator, a fan circulates air to maintain temperatures. For good circulation, do not block cold air vents inside the appliance with food items.

Ice Maker

To turn the ice maker on, place the ice container under the ice maker as far back as possible and lower the wire signal arm to its “down” or “ON” position. Please note that it takes approximately 24 hours until the first batch of ice cubes are ready. Discard the first 30-40 ice cubes for sanitary reasons.

To stop the ice maker, lift the wire signal arm until it clicks and locks in the “up” or OFF position. The ice maker also turns off automatically when the ice container is full. Do not attempt to wash your ice container in the dishwasher.



If you intend to turn off your refrigerator due to an extended absence, please remember to empty out your ice bin and turn off your ice cube maker to prevent accidental leaks and water damage due to the ice melting. Any damage to your appliance, cabinets or floor due to this situation is non-warrantable.

Glass Shelves

Do not clean glass shelves or covers with warm water when they are cold. Shelves and covers may break if exposed to sudden temperature changes or impacts, such as bumping. **Tempered glass is designed to shatter into many small, pebble-size pieces. This is normal.** Glass shelves and covers are heavy. Use both hands when removing them to avoid dropping.

Normal Operating Sounds and Sights

Your new, high-efficiency refrigerator may introduce unfamiliar sounds. These sounds normally indicate your refrigerator is operating correctly. Some surfaces on floors, walls, and kitchen cabinets may make these sounds more noticeable. Please consult your appliance manual for a list of the major components in your refrigerator and the possible sounds caused.

Cleaning and Maintenance

Keeping your refrigerator clean maintains its appearance and prevents odor build-up. Wipe up any spills immediately and clean the freezer and compartments at least twice a year. When cleaning, take the following precautions:

- A simple solution of mild soap and water or baking soda and water with sponge or cloth is recommended on most surfaces and parts of your refrigerator.
- Never use chloride or cleaners with bleach to clean stainless steel.
- Do not wash any removable parts in the dishwasher.
- Do not use abrasive cleaners such as window sprays, scouring cleaners, brushes, flammable fluids, cleaning waxes, concentrated detergents, bleaches or cleansers containing petroleum products on plastic parts, interior doors, gaskets or cabinet liners.
- Do not use paper towels, metallic scouring pads, or other abrasive cleaning materials or strong alkaline solutions.

Before calling for service, it is recommended that you consult your appliance manual for “Before You Call” tips regarding common occurrences as well as exclusions to the manufacturer’s warranty. The model number and serial number of your appliance can likely be found on the rating plate located on the inside trim of your refrigerator compartment. Have these numbers on hand when calling a service company.

► MICROWAVE

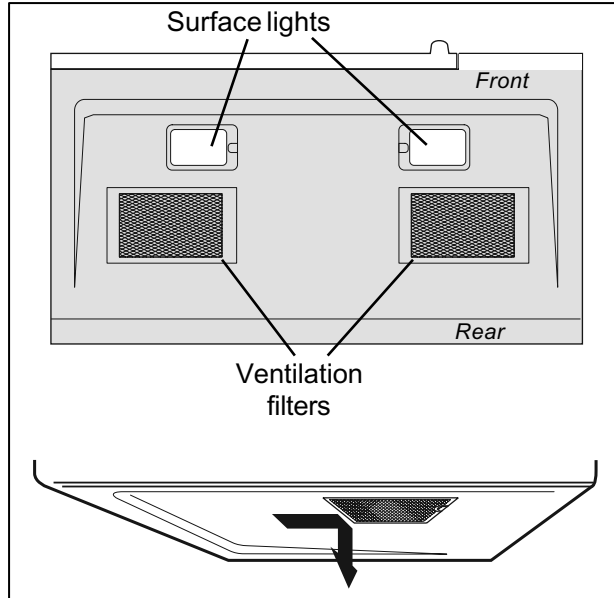
The grounded power outlet for your 30" over-the-range microwave is located in the cabinet above the unit. To ensure proper operation, please make sure the breaker is turned on and your appliance plugged in.



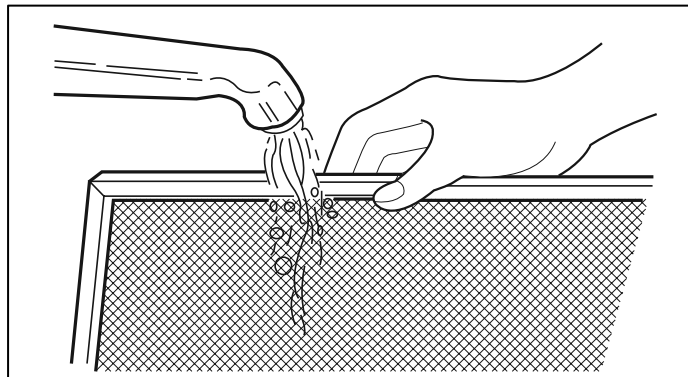
Cleaning the Exhaust Filters

The oven ventilation filters (located under your microwave by the surface lights) should be removed and cleaned often, generally at least once every month.

1. To remove the exhaust ventilation filters, slide the filter to the rear. Then pull filter downward and push to the other side. The filter will drop out. Repeat for the 2nd filter.



2. Soak the ventilation filters in hot water using a mild detergent. Rinse well and shake to dry or wash in a dishwasher. **Do not use ammonia. The aluminum on the filter will corrode and darken.**



3. To reinstall the exhaust ventilation filter, slide it into the side slot, then push up and toward oven to lock. Reinstall the 2nd filter using the same procedure.

The charcoal filter, which was enclosed with your microwave oven, binds odorous substances and is used for non-vented, recirculated installation. The filter should be changed every 6 to 12 months depending on use. Please consult your appliance manual on how to remove the filter, which is located behind your vent grill.

For best performance and for safety reasons, keep the oven clean inside and outside. Take special care to keep the inner door panel and oven frame free of food and grease build-up.

- Never use rough scouring powder or pads on the microwave. Wipe the microwave oven inside and out with a soft cloth and warm (but not hot) mild detergent solution. Then rinse and wipe completely dry.
- Wipe spatters immediately with a wet paper towel, especially after cooking greasy foods like chicken or bacon.
- To help loosen baked-on food particles or liquids, heat 2 cups of water (add the juice of 1 lemon if you desire to keep the oven fresh smelling) in a 4-cup measuring glass at HIGH power for 5 minutes or until boiling. Let stand in oven cavity for 1 or 2 minutes.
- Remove the glass turntable tray from the oven when cleaning the oven cavity or tray. To prevent the glass turntable from breaking, handle with care and do not put it in water immediately after cooking. Wash the turntable tray in warm sudsy water or in the dishwasher.

Before calling for service, please consult your appliance manual for Troubleshooting tips. The data plate, which can be found on the inside of the appliance, shows the model and serial number. Please have both numbers on hand when requesting service.

► SLIDE-IN RANGE

Before using your 30" slide-in, electric range oven for the first time, wipe down with a clean, damp cloth and allow appliance to dry. There may be a slight odor during first uses; this is normal and will disappear.

The oven vents are located at the front of the appliance and will vent into your unit. When the oven is on, warm air is released through the vent. This venting is necessary for proper air circulation in the oven and good baking results. Do not block oven vent. Never close off the openings with aluminum foil or any other material. Steam or moisture may appear near the oven vent. This is normal.

Refer to your appliance manual for more details on cleaning and caring for your glass ceramic cooktop surface. In general, spills should be cleaned up as soon as the surface has completely cooled. However, spills of dry sugar, sugar syrup, tomato products and milk should be cleaned and removed immediately.

The manufacturer has advised that no maintenance other than daily cleaning is required. For best results, apply cleaners to your ceramic glass cooktop surface daily such as CookTop® Cleaning Creme. Avoid cleaners that contain ammonia or chlorine bleach as

these ingredients may damage or permanently stain the cooktop. To clean the inside of your oven, hot, soapy water and a cloth is recommended. Be sure to dry completely with a clean cloth.

When using a cleaner, use only a small amount and apply to a clean paper towel or cloth. Wipe on the surface and buff with a clean dry towel. Avoid using metal scouring pads or scrub sponges, which may scratch and/or leave metal marks.

Note: Do NOT clean the oven door gasket. On self-clean models, the oven door gasket is made of woven material, which is essential for a good seal. Care should be taken not to rub, damage, or remove this gasket.

Before calling for service, please consult your appliance manual for Troubleshooting tips. Depending on your model, the data plate, which shows the model and serial number, may be located on the left hand side of the door trim, the side opposite the door hinge, or the left side of the door trim of the lower cavity. Please have both numbers on hand when requesting service.

► WASTE DISPOSAL



The grounded power outlet for your ½ horsepower, direct wired food waste disposal is located underneath the sink and should be plugged in to the electrical outlet labeled “DISPOSAL” (sample image provided for illustration purposes.) The other electric outlet is dedicated to your dishwasher and should also be appropriately labeled. The wall switch to operate your disposal is located on the wall by your sink.

Please remember to run cold water while the disposal is on and food is slowly being inserted. Cold water will keep waste and fats solid so disposer can flush away particles. The built-in Anti-Jam Swivel Impellers make a clicking sound as they swing into place. This indicates normal operation.

After grinding is complete and only the sound of motor and water is heard, turn the disposal off while continuing to run water for a few seconds to flush the drain line. If hard materials such as small bones or fruit pits are being inserted, please be careful to minimize possible ejection of materials while grinding.

Turn the power switch to the off position before attempting to clear a jam or remove an object from the disposal. When attempting to loosen a jam in a waste disposal, use a long wooden object such as a wooden spoon or the wooden handle of a broom or mop. When

attempting to remove objects from a waste disposal, use long-handled tongs or pliers. DO NOT put fingers or hands into a waste disposal.

As a general rule of thumb, **do not pour grease or fat down your disposal or drain.** It can build up in pipes, cause drain blockage and not only adversely affect your pipes but potentially the building's overall plumbing system. Put grease in a jar or can and dispose in the trash.

Cleaning and Maintenance

Over time, food particles may accumulate in the grind chamber and baffle. An odor from the disposal is usually a sign of food build-up. To clean your disposal, place stopper in sink opening and fill sink halfway with warm water. Mix $\frac{1}{4}$ cup baking soda with the water. Turn disposal on and remove stopper from sink at the same time to wash away loose particles. The rubber sink baffle should be cleaned separately by hand or in the dishwasher. Do not operate your disposal without this baffle back in place.

Do not attempt to lubricate your disposal. The motor is permanently lubricated. The disposal is self-cleaning and scours its internal parts with each use.

NEVER put lye or chemical drain cleaners into the disposal, as they cause serious corrosion of metal parts. If used, resulting damage can be easily detected and all warranties are void.

Mineral deposits from your water can form on the stainless steel turntable, giving the appearance of rust. DO NOT BE ALARMED. The stainless steel turntables used will not corrode.

When calling for appliance servicing, your appliance model and serial number can be found on the disposal itself. Please have these on hand.

► DISHWASHER

Your 18" built-in dishwasher cleans by spraying a mixture of hot, clean water and detergent against the soiled surfaces of your dishes and tableware. Each cycle starts with a pre-drain. Next, the dishwasher fills with water to a level even with the heating element. This water is constantly pumped through the rotating spray arm and sprayed onto the dishes. Soiled water is pumped out and replaced with clean water during a cycle. The number of water fills depends on the cycle being used.

The grounded power outlet for your dishwasher is located underneath the sink and should be plugged into the electrical outlet labeled "DISHWASHER." The other receptacle is dedicated to your food waste disposal and should also be appropriately labeled.

Please use only detergent specifically designed for household grade automatic dishwashers. For best results, use fresh powdered dishwashing detergent or detergent tabs. A rinse aid greatly improves drying and reduces water spots and filming. Water "sheets" off dishes rather than forming water droplets that cling and leave spots.

Certain areas of the dishwasher require occasional maintenance, which is easy to do and ensures continued superior performance from your appliance.

- Wipe up spills and splash outs.
- Clean the stainless steel inner door and tub. Please be aware that debris at the bottom of the dishwasher or in the door seal may also cause odors.
- Check and clean spray arm nozzles as needed.
- Check and clean the filter system as needed.
- Clean the exterior door panel using a soft cloth with a non-abrasive cleaner made for stainless steel surfaces. Always wipe WITH the grain!
- Clean the door gasket.
- Never use products that contain chlorine bleach or citric acid.

Dishwashers may occasionally exhibit problems that are unrelated to a malfunction of the dishwasher itself. Before calling for service, please refer to the "Common Dishwashing Problems and Solutions" section of the appliance manual. If service is necessary, the model and serial numbers are located on or around the edge of the dishwasher door. Please have both numbers on hand when requesting service.

LAUNDRY CENTER

► WASHER

Be sure to use only High-Efficiency (HE), low-sudsing laundry detergent with your HE top load, 3.8 cubic feet washer as conventional laundry detergents will create excess suds and prevent the tumbling action needed to clean your garments. HE detergent is formulated specifically for environmentally-friendly washers that use less water than conventional washing machines. Any damage to the appliance or your unit due to the use of incorrect laundry detergent is non-warrantable.

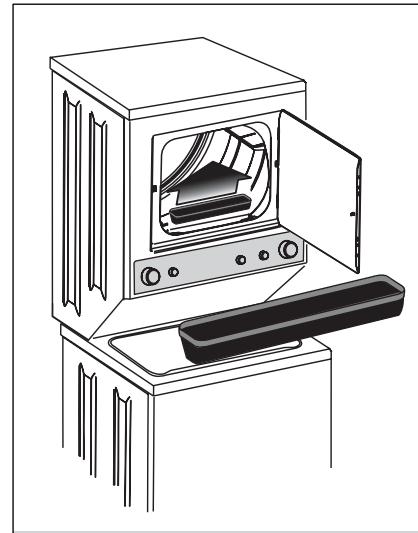
Fabric softener may build up in the dispenser well. Residue should be removed once or twice a month.

Before starting your washing machine, ensure that the hot and cold water supply valves are fully opened. To avoid potential water leaks, keep your water supply valves otherwise closed.

► DRYER

To maintain proper ventilation for your 5.5 cubic feet dryer, it is imperative that no laundry, throw rug or other items be stacked on top or placed against the front or back of the laundry center. Do not store or place laundry products on top of laundry center at any time. They can damage the finish or controls.

As with all dryers, clean the lint filter before each load to prevent lint accumulation inside the dryer or in the room. Do not operate the dryer without the lint filter in place. Occasionally a waxy build-up may form on the lint filter and/or moisture sensing bars from using dryer-added fabric softener sheets. To remove this build-up, wash them with warm, soapy water. Dry filter thoroughly and replace.



The manufacturer recommends that the interior of the machine and the exhaust duct connection inside the dryer be cleaned at least every 18 months by a qualified servicer.

Before calling for service on your Laundry Center, please refer to the "Avoid Service Checklist" section of the appliance manual. If service is necessary, the model and serial numbers of your laundry center are located on the dryer serial plate located inside the door opening. Please have both numbers available when requesting service.



Dryer Secondary Lint Trap (M-B & M-C units only)

In addition to your dryer, a secondary lint trap is installed in your unit. Please be sure to inspect the Secondary Lint Trap periodically for lint accumulation prior to the operation of the dryer. The front panel can be removed by pulling the front panel towards you using the handle. Clean off any lint from the screen and inside housing. Securely replace the front panel back into its housing before using your dryer.

BATHROOM PLUMBING FIXTURES

See "Plumbing Fixtures" worksheet in the "HOME REPAIR – QUICK REFERENCE GUIDE" section of this Manual for a list of the fixtures' manufacturer, model numbers, and description in your residence.

► WATER SHUT-OFF VALVES

The main water shut-off valve to each residence is located near your water heater. See the "WATER SHUT-OFF" section for more information.

Individual plumbing fixture water shut-off valves (cold and hot, if applicable) are located beneath each sink in your bathroom and kitchen. These valves can be rotated a quarter-turn to temporarily shut off the water.



Under-sink water valves



Toilet water valve

All faucets and plumbing fixtures need to be used periodically. During long periods of disuse, calcium can build up in the apertures, for example, and may lead to the fixtures becoming stuck or to other problems.

Note on Water Pressure: In a multi-unit building such as The Collection, please be aware that during periods of high water consumption such as early morning, nights and weekends, you may experience lower than usual water pressure from your sink faucets, showers and tubs as your neighbors may also be taking a shower, washing dishes, or doing laundry. This is normal and to be expected.

► GENERAL CLEANING GUIDELINES

- Use a mild detergent such as liquid dishwashing soap and warm water for cleaning. Do not use cleaning agents containing solvent or acid, limescale removers, household vinegar and cleaning agents with acetic acid on your chrome finished plumbing fixtures. Doing so will void the Limited Warranty. Always carefully read the cleaning product label to ensure the cleaner is safe for use on the material.
- Do not use abrasive sponges or scouring agents for cleaning.
- Always test your cleaning solution on an inconspicuous area before applying it to the entire surface. Do not allow cleaners to sit or soak on the surface.
- If you do use a cleaner, be sure to rinse completely with water immediately after application. Water left on the surface may evaporate and leave water deposits. Blot and carefully wipe the surface with a soft sponge or cloth. It is important to use a dabbing action to dry the fixture, not an abrasive or rubbing action. Rinse and dry any overspray that lands on nearby surfaces.
- Success with cleaners and procedures is dependent upon such factors as the hardness and temperature of the water, using proper quantities of cleaning products, changes in cleaning product formulas and the condition of the product being cleaned. Since there are variations within these factors, the manufacturer cannot guarantee the effectiveness of the formulas suggested here.

CLEANING PRODUCTS TO CONSIDER:

- Clorox Disinfecting Bathroom Cleaner
- Comet Bathroom Cleaner
- Fantastik Antibacterial Heavy Duty
- Green Works All-Purpose
- Green Works Glass Cleaner
- Windex Original

RUST REMOVAL PRODUCTS TO CONSIDER:

- Bar Keepers Friend
- Super Iron Out Rust Stain Remover

► SINK

When turning off the faucets, do not use excessive force. If closed too tightly, the washer will overly compress and eventually cause the faucet to drip.

Please note that a dripping faucet is a homeowner maintenance item. You can repair a dripping faucet by shutting off the water at the valve directly under the sink, then removing the faucet stem, changing the washer with another of the same type and size, and reinstalling the faucet stem. Or, you may consult a licensed plumber for assistance.

Repairing chips, scratches, or other surface damage noted subsequent to the residence's closing is the homeowner's responsibility.

► BATHTUB FIXTURES

To help maintain the surfaces of your bathtub fixtures, the manufacturer recommends the following care procedures:

- For normal maintenance, especially after each use, clean with a soft cloth or sponge and a mild soap or liquid detergent. Use warm water when cleaning the shower and then rinse thoroughly.
- Do not allow the surface to come in contact with products such as acetone, nail polish remover, dry cleaning solution, lacquer thinners, gasoline, or pine oil.
- Clean grease, oil, paint, and ink stains with isopropyl rubbing alcohol.
- Avoid using razor blades or other sharp instruments that might scratch the surface.
- Do not use abrasives such as scouring compounds, scouring pads, steel wool or harsh chemicals.
- Cream-based cleaners may have a tendency to build up, reducing the friction on slip-resistant surfaces. Be sure to use a water-soluble cleaner (dissolves 100% in water).
- Please use caution when preparing your tub for a bath. Your residence is part of a stack of other apartments, and overflow could cause damage to your home and the homes located below and around you. Damage from overflow is not covered under the Limited Warranty Program.

Water contains lime, to a greater or lesser extent, which if left to dry on the surface of the showerhead and faucet fixtures, can leave deposits. To avoid this, always wipe the fitting dry immediately after use. For a more thorough cleaning, remove minor deposits with a wet, soapy cloth, rinse off and wipe dry with a towel.

Avoid hanging wet towels, shampoo, soap bottle racks, or heavy items on shower curtain rods. The weight can pull at and damage these fixtures and the surrounding wall, and/or surfaces. If a bathtub caddy is used, please be sure that items such as towels or sponges do not hang over the edge of the bathtub and drip.

Please note that damage or problems resulting from abuse, misuse, negligence, or accident and cosmetic damages such as chips, scratches or other surface damage noted after unit closing are not covered under the Limited Warranty Program. Repairs of cosmetic damages are a homeowner's responsibility.

► TOILET

Kohler "Kelston" comfort height toilets have been installed in your residence. It features a convenient chair-like height and elongated bowl for comfortable use. A high-efficiency 1.28-gallon flush setting uses at least 20% less water than 1.6 gallon toilets, while still delivering powerful flush performance.

Use and Care

- Clean your toilet with a non-chlorine toilet bowl cleaner and brush or cloth.
- Always keep a plunger handy to use in the event of toilet stoppage. If a stoppage occurs or should the toilet need to be moved due to repairs or renovations, close the water shut-off valve on the wall behind the toilet with a one-fourth rotation.
 - The main cause of toilet clogs is domestic items such as disposable diapers or feminine sanitary products, excessive amounts of toilet paper or flushable wet wipes, Q-tips, dental floss, and children's toys. The clearing of toilet clogs is the homeowner's responsibility and not covered under the Limited Warranty Program.
- Do not use in-tank toilet bowl cleaners. Products containing chlorine (calcium hypochlorite) can seriously damage fittings in the tank. This damage can cause leakage and property damage. Any tank fitting failure or damage caused by the use of in-tank bowl or chlorine cleaners is not covered under the Limited Warranty.

Troubleshooting

SYMPTOM	RECOMMENDED ACTION
Poor flush	<ul style="list-style-type: none"> • Adjust the tank water level to match the waterline. • Fully open the water supply shut-off valve. • Clear obstructions from the trapway, jet, or bowl rim holes. • Clear obstructions from the waste line.

No flush	<ul style="list-style-type: none"> • Reconnect the chain to the trip lever or flush valve. • Adjust the chain assembly to remove excessive slack.
The fill valve turns on/off by itself without the toilet being flushed, or it runs, allowing water to enter the tank	<ul style="list-style-type: none"> • Adjust the chain for proper slack so the seal is not held off the flush valve seal. • Clean or replace the seal if it is worn, dirty, or misaligned with the flush valve seal, or if the flush valve seal is damaged. Replace the flush valve seal or flush valve. • Clean the fill valve seal and seal washer of debris, or replace the piston/seal washer assembly. • Remove the tank and tighten the flush valve nut if flush valve gasket is leaking. Do not overtighten. If leakage continues, replace the gasket. • Adjust the tank water level if it is too high. • Replace the fill valve if the valve float sinks. •
Tank takes excessive time to fill	<ul style="list-style-type: none"> • Fully open the water supply shut-off valve. • Clean the valve inlet, valve head, or supply line. Flush the lines. •
There is excessive noise when the tank is filling	<ul style="list-style-type: none"> • Partially close the water supply shut-off valve if the water pressure to the toilet is too high. Check the toilet performance following any such adjustment. • Remove dirt or obstructions from the valve head. Flush the lines.

When in doubt, contact a licensed plumber for assistance.

CABINETS

Your kitchen cabinets and bathroom vanities are made of a composite wood material and as such, may contain variances in pattern, grain, color, and shade. These are natural characteristics, which add to the authenticity and beauty of your cabinetry. Variations due to the natural characteristics of the wood material are not considered to be a defect and are not covered by the Limited Warranty Program.

► PREVENTIVE GUIDELINES

- Never use too much water to clean and be sure to wipe surfaces dry. The material is not water resistant and will lose its luster or warp with prolonged exposure to water.
- Avoid impact with heavy or sharp objects.

- Damage to cabinet surfaces and warping can result from operating appliances that generate large amounts of moisture (such as a rice cooker or electric kettle) too near the cabinet. When operating such appliances, place them in a location that is not directly under a cabinet and wipe up any condensation that may form on your cabinet surface.

DO:

- Clean spills immediately. Hot oils will penetrate into the panels.
- Clean your cabinet and hardware using mild detergents and a soft cloth or microfiber cloth. Test first on an inconspicuous area before applying to the entire surface

DO NOT:

- Place hot items directly onto the surface of the cabinets.
- Use abrasive kitchen cleaners, as they will scratch the surface.
- Use chemicals or commercial cleaners on the cabinets.
- Step, stand, or lean heavily on the top of the cabinets. They may break.
- Place excessive weight on the doors, handles and drawers. They may break or cause the hinges and sliding mechanisms to misalign.
- Step on or place excessive weight in open drawers or on the shelves. They are not meant to withstand heavy weight and may break.

The ideal condition for millwork is a stable atmosphere with fluctuations ranging between a relative humidity of 40-70 percent and temperature of 60-80 degrees F. Rapid or extreme fluctuation in temperature, humidity or direct sunlight may cause cracking, splitting, and/or warping, which are not covered under the Limited Warranty Program.

► **GLASS FRONT CABINET DOORS**

Beautiful glass fronts have been installed on your upper kitchen cabinets. Treat these surfaces as you would other glass doors and windows in your home. As needed, clean your glass fronts with a damp cloth and glass cleaner and then wipe dry. Take care when opening and closing your cabinet doors. Please be mindful of your use of tools or utensils around the cabinet areas.

► SOFT CLOSING FEATURE

Do not use excessive force to open or close your cabinet doors and drawers. Most have a “soft closing” hardware, meaning it only takes a gentle push for the cabinet or drawer to slowly close completely on its own.



Image is sample illustration only.

Cabinet hinges may need to be adjusted over time depending on the frequency of usage. Adjustments to the hinges are a homeowner's responsibility.

Please note that damage or problems resulting from abuse, misuse, negligence, or by accident and cosmetic damages such as chips, scratches or other surface damage on cabinet and drawer fronts, shelves, toe kicks, or inside the box noted after unit closing are not covered under the Limited Warranty Program. Repairs of cosmetic damages are also a homeowner's responsibility.

CAULKING

Caulking around specific areas such as the bathtub, countertops, and tiles is used to seal against moisture. However, over time the caulk may shrink and dry, no longer providing a good seal. It is the homeowner's responsibility to maintain the caulk.

As routine maintenance, we recommend checking the caulking and applying touch-ups or repairs as necessary. Caulking compounds and dispenser guns are available at most hardware stores. Read the manufacturer's instructions carefully to be certain that you select an appropriate caulk for the intended purpose.

There is also caulking located between the countertop and the wall, along the joint at the backsplash (the section of counter that extends a few inches up the wall along the counter area), and around the sinks. Caulking is important to help maintain a good seal in these

locations. We recommend annual inspection of the caulking and any touch up or maintenance needed is the homeowner's responsibility.

Some caulking has a "sanded grout" texture and has been specified by the project architect. Sanded grout will have a texture that doesn't appear smooth; however this is normal in this type of material.

Below is a listing of caulking types most commonly used in The Collection residences:

LOCATION	CAULKING TYPE
All - Windows	Dow Corning 791
Kitchen – Countertop (Stone to Stone)	Laticrete Premium Acrylic Caulk
Kitchen – Countertop to Wall	Laticrete Premium Acrylic Caulk
Kitchen – Cabinet to Wall	DAP – Dyanaflex 230 Silicone (almond)
Bathroom – Vanity (Stone to Stone)	Laticrete Premium Acrylic Caulk
Bathroom – Counter Backsplash to Wall	Laticrete Premium Acrylic Caulk
Bathroom – Corners/Tub Surrounds; Tile to Shower Pan & Tub Surrounds	Laticrete Premium Acrylic Caulk
Bathroom – Tile to Ceiling	Laticrete Premium Acrylic Caulk

CLOSETS

Your bedroom and linen closets have been outfitted with rods and shelving to help you organize your clothes, shoes, and personal items. As a general guideline, do not exceed 50 lbs (22.7 kg) of weight on the shelves and rods.

Do not step on lower shelves to reach higher areas. Young children should be supervised to ensure they do not play around closets or hang on closet shelves and rods.

Do not install fixtures or personal items that will bear significant weight directly to the drywall where there is no blocking. Please consult AOUCO guidelines and policies regarding drilling into your walls. The Limited Warranty Program does not cover damage resulting from these actions.

Please note that damage or problems resulting from abuse, misuse, negligence, or accident and cosmetic damages such as chips, scratches or other surface damage noted

after unit closing are not covered under the Limited Warranty Program. Repairs of cosmetic damages are also a homeowner's responsibility.

CONCRETE SURFACES

The building uses a post-tension concrete system that involves placing steel cables under high tension in the concrete that forms the floor and ceiling of each residence.

Before making any changes to your floor or ceiling, please review Section 16.4 ("Protection of Post-Tension Concrete System") of your Declaration carefully. You are responsible for making certain disclosures to your tenants and buyers. **Drilling into the concrete slabs in the location or immediate vicinity of post-tension cables in the floor or ceiling is prohibited.**

COUNTERTOPS

Caesarstone quartz countertops have been installed in your kitchen and bathroom(s). Your countertops are made of quartz aggregate materials that makes for easy maintenance and do not require any type of sealing ever. Since it is a high-density material, its luster will remain and it will never have to be polished or oiled in any way. The countertops are heat-, scratch- and stain-resistant and carry a manufacturer's lifetime warranty.

Caesarstone is a manufactured product which means it is synthetic and not perfect. We recommend you follow the guidelines below to maximize the performance of your countertops. Please note that although uncommon, damages and chips can occur in this product.

Variations in the size, characteristics, and color of the small mineral deposits that appear randomly throughout the polished surface are normal and are not considered a defect. Certain areas in the countertop may appear matte depending on the light and angle of viewing rather than reflect a high polish; this is also normal and non-warrantable as a defect.

The following guidelines are meant to help you understand the nature of your countertops in order to properly maintain them.

- **REGULAR CLEANING:** For normal cleaning, a damp cloth and mild detergent (for example Soft Scrub) is recommended. Thoroughly rinse off the detergent with hot water after cleaning and dry with soft cloth or paper towel.

- Those wishing to use environmentally safe cleaners may also use a combination of 50/50 vinegar and water solution, rinsing afterwards. Always test a small inconspicuous area with cleaning products to make sure they do not harm the finish.
 - We recommend a thorough cleaning of your Caesarstone surface on a regular basis. A patina will eventually develop on the surface from day-to-day use and routine cleaning helps maintain the appearance of the surface.
 - To avoid dulling the surface shine, make sure to use a non-abrasive cleaner and thoroughly rinse off with water after use.
- Use coasters under cups and glasses, particularly those containing alcohol or citrus juices. Many common foods and drinks contain acids that will etch or dull the surface of many stones.
 - **STUBBORN FOOD STAINS:** If needed, apply a generous amount of non-abrasive gel, such as Soft Scrub Liquid Gel with Bleach, to a damp soft cloth or paper towel (NOT directly to the countertop). Wipe the area using a circular motion, rinsing thoroughly with water and dry with a soft cloth or paper towel.
 - **METAL MARKS/RUST: Special use for spot cleaning ONLY** – Because of the abrasive nature of this cleaner, use Liquid Barkeeper’s Friend ONLY AS FOLLOWS: Place a small amount on damp cloth. Using very light pressure, wipe the area where the marks are in a circular motion, rinsing thoroughly with warm water and dry with soft cloth or paper towel.
 - To remove adhered material such as food, gum or nail polish, first carefully scrape away the excess material with a plastic putty knife and then clean the surface with a damp cloth to remove any marks left behind and any residual dirt. Also, **do not use any abrasive pads** to clean tougher dirt as abrasives can damage the finish/sheen of your countertop.
 - **Prolonged exposure** to cleaning solutions may cause permanent damage/discoloration to the countertop surface. Avoid exposing Caesarstone to chemicals such as oven grill cleaners, floor strippers, paint removers/strippers, toilet bowl cleaners, oil soaps, tarnish remover, furniture cleaners, drain products, battery acid, dishwasher detergent, etc.
 - Should your surface accidentally be exposed to any potentially damaging products, rinse immediately with water to neutralize the effect.
 - The stone material in your countertop can potentially be damaged by sudden and rapid temperature changes, especially near the edges. Be careful when working

with hot oils or liquids. Using hot pads and trivets is always recommended, especially when using cooking units such as electric frying pans, crock pots, or toaster ovens.

Do not put hot cookware directly on the Caesarstone surface.

- Like most materials, excessive force and/or pressure from objects can damage the surface. Don't step, stand, or lean heavily on the counter, particularly near the sink cutout and counter edges.
- Avoid using sharp objects such as sharp knives or screwdrivers directly on the surface. The use of a cutting board is always recommended. Use placement mats under china, ceramic, silver, or any other objects that can scratch the surface. Small chips and slight scratches are to be expected with continued use overtime.
- Periodic touch up of the caulking at your countertop joints, where applicable, is a maintenance item and homeowner's responsibility. For more information, please see the CAULKING section of this Manual.

For additional information on your countertops please go to www.caesarstoneus.com/en/Customer_Service/Pages/maintenance.aspx

Countertop defects as determined by industry standards are covered by the Limited Warranty Program; however, issues or any damage that arise from normal wear and tear or failure to follow the manufacturer's guidelines for care and maintenance are not applicable.

DOORS AND LOCKS

► FRONT DOOR

Your front door is a solid core, wood veneer, fire-rated entry door with weather stripping at the bottom. Please use care when opening, closing, and locking your door, or when moving furniture, so as not to scratch or damage the surface. Cosmetic damage to the door is not covered under the Limited Warranty Program.

The homeowner is responsible for the cleaning of surfaces and parts. Although your hinges and locks require no maintenance, it may be a good idea to lubricate, no more than once a year if needed, the door locks and hinges with graphite or another waterproof lubricant. Avoid oil-based products or cleaning agents or solvents, as it will gum up the hinge links and/or damage the finish.



If you would like to install an additional deadbolt on your entry door, please consult the AOOU on guidelines and obtain the necessary approvals.

► HOW TO OPERATE YOUR LOCKSET

Your front door features a keyed deadbolt, auxiliary dead latch, and hydraulic door closer. Due to the pressurization difference between your unit and the corridor, you may need to pull the door slightly towards you before pushing open with the key in the deadbolt.

To Operate the Auxiliary Dead Latch

The auxiliary dead latch automatically locks your door when closed. It is controlled by the toggle button located on the edge of your door under the latch.

When this part is manually depressed in the opposite direction like a power button, the door will be unlocked from the outside and access does not require a key.

However, once the deadbolt is reengaged, either with a key or using the thumb turn, the auxiliary dead latch will reset and automatically lock your door when closed.

How To Unlock

In the event an interior door is locked and there is no one inside to open the door, insert a bobby pin or similar thin instrument into the opening below the door handle outside. Firmly push against the plate inside until you hear the lockset “click” to unlock. Avoid using excessive force to unlock the door as any damage to the hardware may not be covered under the Limited Warranty.



► DOOR CLOSER

A hydraulic door closer is installed at the top of your front door for a more controlled opening and closing operation. The speed of the closure was initially calibrated during installation based on the pressurization of the unit with all the windows and lanai door closed and no air conditioning running.

You may experience a variance in the speed of the hydraulic close depending on whether you have the windows and lanai door open or if your air conditioner is on. This is normal and the adjustment of the speed closure is not considered a warranty item.

Using excessive force to open or close your door faster may damage your door closer over time. Any damage that may arise from this is non-warrantable.

► CLEANING OF DOOR CLOSER

It is recommended that you periodically check your door closer for loose fasteners or for any signs of hydraulic fluid leakage. The length of time between inspections will depend on the frequency of door usage and unusual circumstances such as rough usage, dust, or high humidity.

- For the removal of light dust, use a soft cloth or automotive detail brush to clean surfaces.
- For removal of grit, use a compressed gas duster to blow off surfaces.
- For removal of more stubborn dirt, such as oil or grease, use a mild detergent to gently wipe surfaces clean.

The front door is not designed to remain open without the use of a door stopper. We recommend its use when keeping the door in an open position for a period of time. Be sure that the door stopper does not damage the rubber sweeper located at the bottom edge of your door, the door itself, or the floor tiles in the immediate vicinity. Damage to this feature is not covered under warranty.

► INTERIOR DOORS

The bedroom, if applicable, and bathroom door(s) installed in your residence are made of solid-core wood. Because of this, the doors can be expected to react slightly to changes in humidity and temperature by warping, shrinking, swelling, or sticking — especially if you do not constantly use your air conditioner. Do not plane, or sand down, the door unless it continues to stick after the weather changes.

Because of normal settling that occurs with a new building, doors may require adjustment for proper fit, which is the responsibility of the homeowner.

Using excessive force such as slamming the doors can damage both the door and jambs and may even cause cracking in the door frame and possibly walls.

Please do not hang anything excessively heavy on the door knobs or the door itself; this will loosen the hardware and can cause the door to sag. Wet clothing or towels hung directly on the doors can lead to warping.

Any cosmetic, operational or hardware damage to the interior doors is not covered under the Limited Warranty Program and repairs are the responsibility of the homeowner.

► DOOR HARDWARE: KNOBS AND LOCKSETS

Doorknobs and locks should operate properly with minimal maintenance. Over time, they may need slight adjustments due to normal shrinkage of the framing. Occasionally, you may need to tighten their screws or lubricate the mechanism. These maintenance items are the responsibility of the homeowner.

Avoid cleaning your hardware with mineral acids or chlorine products or using abrasive products such as sandpaper or steel wool. To maintain the finish on your hardware, remove any contamination before damage occurs. When in doubt, a mild detergent with a damp cloth or sponge is always recommended.

ELECTRICAL/CIRCUIT BREAKER PANEL

See “Electrical Fixtures” worksheet in the “HOME REPAIR – QUICK REFERENCE GUIDE” section of this Manual for a list of the fixtures’ manufacturer, model numbers, and description in your unit.

The electrical system was engineered to comply with strict local, state, and federal standards. It is intended for normal residential use. Any changes to your electrical system can result in damage or fire to your residence. The AOUO Board of Directors’ approval is required prior to making such changes and the work must be performed by a licensed electrician and will require a City & County of Honolulu building permit.

► CIRCUIT BREAKER PANEL

Know the location of your breaker panel. Inside the panel there are individual breakers that control the separate circuits. Each breaker is labeled to help you identify which breaker is connected to which major appliances, outlets, or other services. Should a failure occur in any part of your residence, always check the breakers in the main panel box.

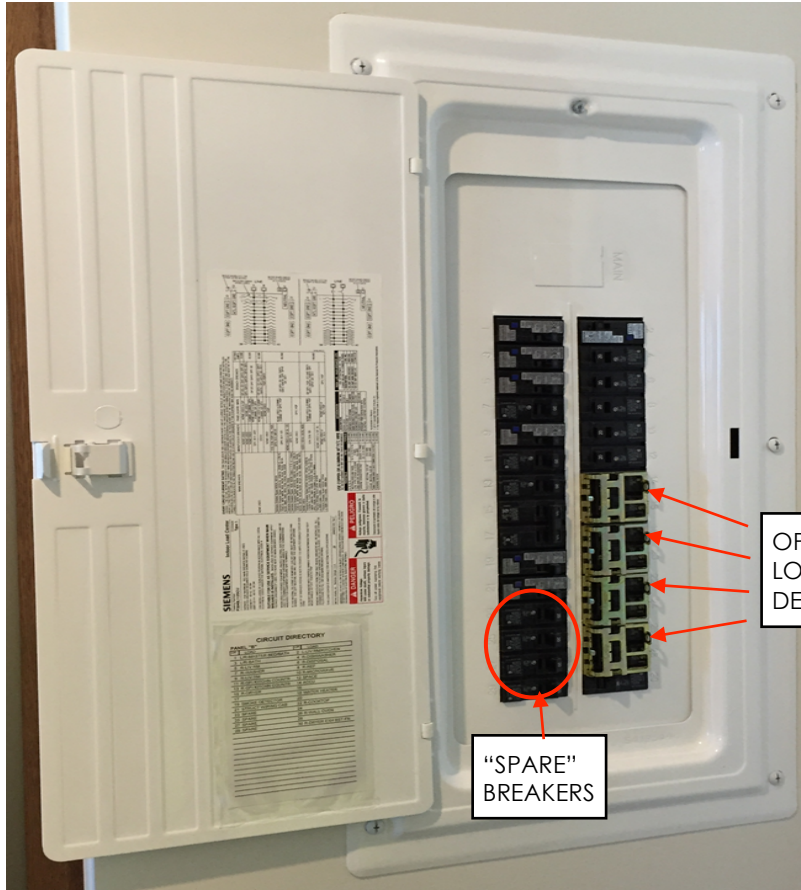


Image is a sample illustration only.

Circuit breakers have three positions: on, off, and tripped. When a circuit breaker trips, it must first be turned off before it can be turned on. Switching the breaker directly from the “TRIPPED” position to the “ON” position will not restore service.

Not all circuit breakers on your panel were used in your unit. These are labeled “SPARE” and are not to be used for additional wiring. There are no corresponding wires or conduits.

Certain circuit breakers have an optional lockable device. The

National Electric Code requires a disconnecting means for all appliances. The idea is that someone should be able to turn off the power to an appliance to safely work on it to avoid potential electrocution. For most appliances, this disconnection means is a cord and a plug that can be easily reached like your microwave. However, some larger appliances like your air conditioner or oven have their disconnection means at the circuit breaker. When those appliances are being serviced, for example, the technician may choose to put a temporary lock on the circuit breaker like a zip-tie. Under otherwise normal circumstances, homeowners do not need to touch these lockable devices.

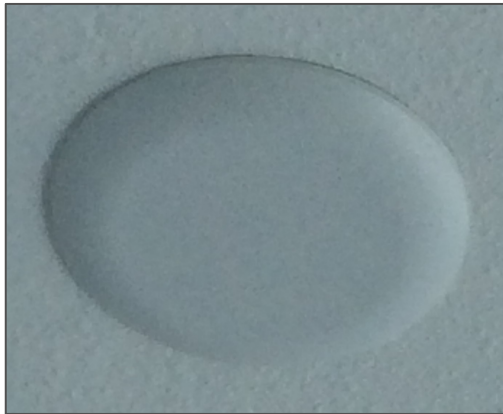
► BREAKERS TRIPPING

Breakers can “trip” for a variety of reasons – including overloads caused by plugging too many electronics into one circuit, a worn cord, or operating an electronic appliance with too high a voltage requirement for the circuit.

If any circuit trips repeatedly, unplug all items connected to it and reset the breaker. If it trips when nothing is connected to it, call a licensed electrician. If the circuit remains on, one of the items you unplugged is defective and will require repair or replacement.

► CEILING JUNCTION BOXES

Your living room and bedroom(s) have ceiling junction boxes, which can be used to install items such as chandeliers, lighting fixtures, or ceiling fans.



The boxes can support light fixtures of up to 50 lbs. (22.7 kg) or ceiling fans of up to 35 lbs. (15.9 kg).

Please consult with a licensed electrician when installing these items. If you are installing extra-heavy lighting or ceiling fans, it is your responsibility to ensure that support brackets are installed with the fixture to provide additional support. The Limited Warranty Program excludes damage to any fixture supplied by the homeowner.

Please refer to the "QUICK REFERENCE GUIDE SECTION" for a layout of your electrical switches and junction box locations.

► GROUND-FAULT CIRCUIT-INTERRUPTERS (GFCI)

GFCI receptacles are usually found near kitchen and bathroom sinks and tubs. GFCIs have a built-in element that senses fluctuations in power. The Smartlock Pro Self-Test GFCI feature means that continuous ground fault protection is provided which detects and trips on actual ground fault even when self-test is being conducted.

Never plug a large appliance such as a refrigerator or food freezer into a GFCI-controlled outlet. The likelihood of the contents being ruined is high, and the Limited Warranty Program does not cover such damage. The Limited Warranty Program also excludes food spoilage that results from plugging refrigerators or large appliances into a GFCI outlet.

Each GFCI circuit has a test and reset button. Once a month, press the test button to trip the circuit. To return service, press the reset button. If a GFCI breaker trips during normal use, it may indicate a faulty appliance, and you will need to investigate the problem. One GFCI breaker can control up to three or four outlets. If an outlet is not working and the circuit breaker has not tripped, resetting a nearby GFCI breaker may restore service to the outlet.

► OUTLETS

Your electrical outlets have a tamper feature that may require a bit of extra effort to plug in your appliances when you first move in. This is a safety feature and is normal for newly installed outlets, per industry code.

We recommend that you do not exceed the capacity for which the outlets were designed. If an outlet is not working, check first to see if it is controlled by a wall switch or GFCI. Next, check the breaker. Certain electronics and appliances may require a different type of outlet. This is not considered a warranty item. We recommend that an adapter or power strip be used to accommodate the appliances.

If there are small children in the residence, install safety plugs to cover unused outlets.

Your residence may have a floor outlet. There are covers on these outlets for your protection. We recommend you keep these outlet covers in the closed and locked position when not in use. To open these covers, use a flat head screwdriver to unlock.

► FOOD DISPOSAL & DISHWASHER OUTLETS



As outlined in the "APPLIANCES" section of your Homeowner Manual, there are also dedicated outlets under your sink specifically for your disposal and dishwasher. These are not interchangeable. Sample image provided for illustrative purposes. Actual outlets may vary.

► LIGHT BULBS

It is the homeowner's responsibility to replace burned-out light bulbs. Please see the "HOME REPAIR – QUICK REFERENCE GUIDE" for more information on your unit light fixtures and lamps.

Troubleshooting Tips

Symptom	Possible Solution
No electricity	<p>Before calling for service, check to confirm that the:</p> <ul style="list-style-type: none"> • Service is not out in the entire area. If so, contact the utility company. • Main breaker and individual breakers are all in the “ON” position.
No electricity to one or more outlets	<p>Before calling for service, check to confirm that the:</p> <ul style="list-style-type: none"> • Main breaker and individual breakers are all in the “ON” position. • Applicable wall switch is on. • GFCI is set (see details on GFCIs earlier in this section). • Item you want to use is plugged in. • Item you want to use works in other outlets. • Bulb in the fixture is good. <p>Even if the troubleshooting tips do not identify a solution, the information you gather will be useful to the service provider you call.</p>
Power surge	<p>Power surges are the result of local conditions beyond the control of the developer or contractor and are excluded from Limited Warranty coverage. These can result in burned-out bulbs or damage to sensitive electronic equipment such as TVs, alarm systems, and computers.</p> <p>Damage resulting from lightning strikes and/or other natural causes is excluded from the Limited Warranty Program. As all major manufacturers recommend, please use a surge protector for your electronics and other sensitive equipment.</p>

It is highly recommended that a licensed electrician is consulted before proceeding with any repairs or renovations that may affect your electrical system or installed light fixtures, especially your LED fixtures which have no bulbs to replace and is wired directly to a power source controlled by the main circuit breaker.

EXHAUST FANS

For information regarding oven ventilation fans and microwave filters, please see “APPLIANCES” section of the Manual and your appliance manuals from the manufacturer for care and maintenance guidelines.

The Panasonic WhisperGreen Select Line of fans located in your bathroom(s) is built to take care of your spot ventilation needs when the bathroom is occupied. Although they were designed to require minimal maintenance, annual routine maintenance is recommended.

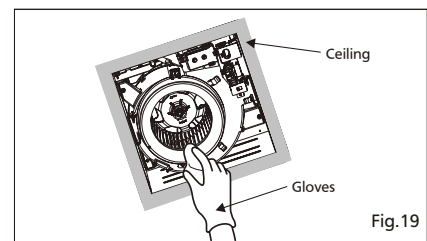
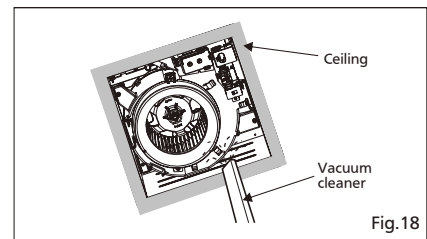
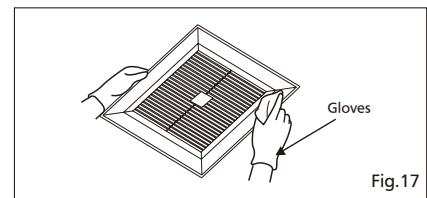
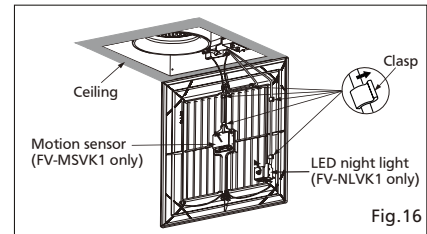
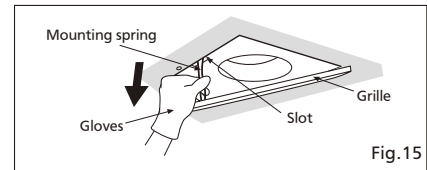
How to clean your exhaust fan:

1. Turn off the power at the circuit breaker panel.
2. Remove the grille by pulling down one mounting spring, then pulling down the other. (Fig.15)
3. Clean the grille. (Fig. 17) Do not put the grille into hot water. Use a non-abrasive kitchen detergent and wipe dry with a clean cloth.
4. The grille should be dry after cleaning.
5. Remove dust and dirt from the fan body using a vacuum cleaner. (Fig. 18)
6. Using a cloth dampened with kitchen detergent, remove any dirt from the fan body. Wipe dry with a clean cloth. (Fig. 19)
7. Reinstall grille.

Note:

- Please wear gloves during the cleaning work.
- Fans are for general ventilating use only. Do not use to exhaust hazardous or explosive materials and vapors.
- Never use gasoline, benzene, thinner, or any other such chemicals to clean the fan.
- Do not immerse the motor in water when cleaning.
- Do not soak resin parts in water over 140° Fahrenheit.

Please note that your exhaust fans are of high quality and make minimal noise when on. To test that the suction is working properly, you may hold a tissue in front of the grille.



During the first year of ownership, any approved exhaust fan defects are covered under the Limited Warranty Program.

In the event that you need additional attention to your fans, please call the Panasonic Call Center at 1-866-292-7299. The unit should only be serviced by a qualified technician.

FIRE SPRINKLERS

Quick response fire sprinklers have been installed throughout your residence as a life safety measure in the event of a fire condition. Tampering with the fire sprinklers or in any way causing the malfunction of the apparatus is prohibited and any damage to the sprinklers is not covered under the Limited Warranty Program.

Do not clean sprinklers with soap and water, ammonia or any other cleaning fluids. Dust can be removed with a soft brush or gentle vacuuming.



Concealed fire sprinkler in ceiling Standard fire sprinkler

► STANDARD UPRIGHT FIRE SPRINKLERS (WALL MOUNTED)

The fire sprinklers are not designed to sustain any weight hung from them. Please do not hang or clip anything to the sprinklers.

► CONCEALED FIRE SPRINKLERS (CEILING)

Throughout your residence, automated fire sprinklers have been installed in the ceiling and are covered by a small, round cover plate. Do not paint over, seal or attempt to remove the cover plates as it will prevent the sprinkler from performing properly during a fire condition.

Note: This is not the same as the electrical junction box cover for lighting fixtures or ceiling fans; the junction box is located in the center of your bedroom and living room ceilings.

FLOORING

Engineered vinyl flooring tiles have been installed in your unit for its beauty and durability, while also being easy to clean for busy households.

► NEWLY INSTALLED FLOOR CARE

- Always use plywood or other boards when moving heavy objects across the floor.
- Sweep, dust mop or vacuum the floor to remove all loose dirt and grit.
- Lightly damp mop with well wrung mop.

► REGULAR MAINTENANCE (DAILY OR AS NEEDED)

- Sweep, dust mop or vacuum the floor to remove all loose dirt and grit. Do not use treated dust mops.
- Clean the floor using a properly diluted neutral pH cleaner in cool water or ready to use spray cleaner that will not leave a residue such as the Bona Professional Series of product found in local hardware stores. Be sure to follow label instructions.

► OVER TIME

Over time floors may begin to lose their luster and may require an application of floor polish. When and where you apply the polish will depend on the traffic the floor receives. A good quality floor polish can provide up to a year of protection in high traffic area.

► FLOOR POLISH APPLICATION DIRECTIONS

1. Vacuum or dry sweep then damp mop floor to remove loose dirt and soil from floor. Thoroughly scrub and clean floor with neutral pH cleaner to remove all soil. Follow label instructions.
2. Apply floor polish undiluted in a thin, even coat using a microfiber applicator mop. Do not use treated dust mops. Follow label instructions.

3. Apply 2 – 3 coats. Allow each coat to air dry completely (generally 30 – 60 minutes) before applying next coat.
4. Allow floor surface to dry overnight before heavy traffic use.

► HELPFUL HINTS AND TIPS

The single greatest cause of damage to any flooring or floor finish is abrasion from dirt and grit. Whenever possible, use walk mats at entrances and doorways. Use non-staining floor protectors under heavy furniture, chairs and tables.

- Mop up spills as soon as possible to reduce the risk of staining.
- Avoid sliding or dragging furniture or other objects across the floor.
- Use load-bearing casters to protect against indentation from heavy furniture.
- Regularly sweep the floor to remove loose dirt as it can cause fine scratches. It is not recommended that a steam mop or vacuum cleaner be used as they may damage the surface of the floor.
- Avoid the use of regular household cleaners and bleach-based detergents. These could make the floor slippery or cause discoloration.

Damage to your flooring due to improper cleaning and care methods are not covered under the Limited Warranty. Any repairs or replacements of damaged floor tiles will be a homeowner's responsibility.

► CHANGING OUT YOUR FLOORING

Please refer to the AOUI rules and guidelines regarding changing out your flooring. Written approval may be needed along with specific requirements related to installing new hard surface floor coverings such as wood, tile, marble, or granite.

HOT WATER HEATER

See "Plumbing Fixtures" worksheet in the "HOME REPAIR – QUICK REFERENCE GUIDE" section of this manual for a list of the fixture's manufacturer, model numbers, and description in your unit.

CAUTION: Increasing the thermostat setting above the preset temperature may cause severe burns and consume excessive energy.

Your residential electric water heater has been factory pre-set to between 115°F -120°F (46°C - 49°C). However, please be mindful that it can deliver scalding temperature water at any faucet in the system. Be careful whenever using hot water to avoid scalding injury. Feel the water before bathing or showering, especially with regards to children, disabled and the elderly.

The cost of heating your hot water heater is sub-metered by the AOUC along with other electrical usage in your unit. For more information about billing or other sub-metering concerns, please contact Hawaiiiana Management at (808) 593-9100. Water use is a common expense that is part of the maintenance fee for all homeowners.

The manufacturer recommends that a qualified service technician inspect your water heater annually, at a minimum, to check for damaged components and proper operation of the thermostat. It is also recommended that a professional flush your water heater tank annually.

A protective magnesium anode rod has been installed in your water heater. The purpose of this rod is to draw out impurities and corrosive elements in the water in order to extend the life of your tank. However, it is recommended that the anode rod be inspected every two years and replaced when necessary. Water conditions will influence the time interval for inspection and replacement of the anode rod.

Your water heater is covered by the manufacturer's warranty for six years on the tank and parts. There is a one-year warranty on labor for your heater as well. This limited warranty covers both the glass-lined tank and component parts for leakage or other malfunction caused by defects in materials and/or workmanship.

► TANKLESS WATER HEATER

Please consult the AOUC regarding guidelines for installing a tankless water heater at homeowner's expense and any possible electrical or plumbing reconfigurations. Any plumbing or electrical issues or damage to your unit that arise from the improper installation, use or misuse of a tankless water heater will not be covered under warranty.

KITCHEN FIXTURES

See "Plumbing Fixtures" worksheet in the "HOME REPAIR – QUICK REFERENCE GUIDE" section of this Manual for a list of the fixtures' manufacturer, model numbers, and description in your unit.

The main water shut-off valve to each residence is located near your water heater. See the "WATER SHUT-OFF" section for more information.

Individual plumbing fixture water shut-off valves (cold and hot) are located beneath each sink in your bathroom and kitchen. These valves can be turned one-fourth of a rotation to temporarily shut off the water.

All faucets and plumbing fixtures need to be used periodically. In the event that you do not use a plumbing fixture for a long time, calcium can build up in the fixtures, which might lead to the fixtures becoming "frozen" or to other problems.

► GENERAL CLEANING GUIDELINES

- Use a mild detergent such as liquid dishwashing soap and warm water for cleaning. Do not use cleaning agents containing chlorine, solvent or acid, limescale removers, household vinegar and cleaning agents with acetic acid in them. Doing so will void the Limited Warranty. Always carefully read the cleaning product label to ensure the cleaner is safe for use on the material.
- If you do use a cleaner, be sure to rinse completely with water immediately after application. Water left on the surface may evaporate and leave water deposits. Blot and carefully wipe the surface with a soft sponge or cloth. It is important to use a dabbing action to dry the fixture, not an abrasive or rubbing action. Rinse and dry any overspray that lands on nearby surfaces.
- Do not use abrasive sponges, wire brushes, or scouring agents for cleaning as they will scratch the surface
 - **Note:** Steel wool pads have a tendency to break apart and small particles of steel can become embedded in the surface of the sink. The steel particles will rust and will give the appearance that the sink itself is rusting.
- Always test your cleaning solution on an inconspicuous area before applying it to the entire surface. Do not allow cleaners to sit or soak on the surface. Most brands contain chemical additives that will affect the original finish.

► KITCHEN SINK

Your Elkay stainless steel sink is a beautiful complement to the Caesarstone countertops. Regular cleaning is important to maintain the beauty of your sink. Here are some recommendations for the proper care and maintenance of your sink:

- Do not use rubber mats or dishpans, or leave wet sponges, cloths, or cleaning pads in the sink. Leaving rubber mats or dishpans in the sink can lead to surface rust or possible pitting.
- Avoid filling your sink with water and dishes for a prolonged period of time. While rare, excessive weight can dislodge the under-mounted sink from the countertop.
- Do not store open containers of cleaners or chemicals such as acids, bleach, sodium chloride, lye, drain cleaner, or hard water stain removal products under your sink.
- Clean stainless steel at least once a week. Always apply stainless steel cleaner/polish with a nonabrasive cloth or sponge, working with, not across, the grain. Rub in the direction of the grain lines.
 - Success with cleaners and procedures is dependent upon such factors as the hardness and temperature of the water, using proper quantities of cleaning products, changes in cleaning product formulas and the condition of the product being cleaned. Since there are variations within these factors, the manufacturer cannot guarantee the effectiveness of the formulas suggested here:

CLEANING PRODUCTS TO CONSIDER:

- Fantastik Antibacterial Heavy Duty
- Formula 409 Antibacterial All Purpose
- Windex Original
- Bar Keeper's Friend Soft Cleanser
- Stainless steel cleaner & polish

FOR RUST REMOVAL:

- Autosol Rust Remover
- Bar Keeper's Friend MORE Spray & Foam Cleaner

Most stainless steel products will scratch from everyday use. Over time, these scratches will blend to create a unique finish. Scratches are considered cosmetic and not covered under warranty.

Repairing cosmetic damage such as dings, nicks, chips, scratches, or other surface damage noted subsequent to the closing is the homeowner's responsibility.

► KITCHEN FAUCET

Your Grohe single-lever kitchen faucet features a weight-operated pull back, trigger dual-spray head that does not automatically return to the body of the faucet. Gently maneuver it back until you feel it notch back into place. Do not use sudden or excessive force to extract the faucet head.

Please note that a dripping faucet is a homeowner maintenance item.

- You can repair a dripping faucet by shutting off the water at the valve directly under the sink, then removing the faucet stem, changing the washer with another of the same type and size, and reinstalling the faucet stem. Or, you may consult with a licensed plumber for assistance.

► AIR GAP

The purpose of your Delta air gap is to prevent backflow or back-siphonage of non-potable water into the potable water system.

Please make sure the opening of the air gap fitting is always pointed towards your sink and is not obstructed by towels or sponges. Water flowing from this fixture into your sink indicates a need for repair or maintenance from a plumber.

LANAIS (M-B FLOOR PLANS ONLY)

You should carefully review the House Rules regarding the rules and restrictions on the use of your lanai.

► DOOR GLASS SURFACES

Cleaning the lanai sliding glass door is the responsibility of the homeowner. See WINDOWS & GLASS SURFACES section for more information.

► DOOR AND RAILING FRAMES

Cleaning of the painted aluminum railing and lanai framing is the responsibility of the homeowner. Over-cleaning or excessive rubbing on aluminum surfaces can do more harm

than good. Do not use strong solvents, cleaner concentrates, abrasive cleaners or abrasive materials such as steel wool or brushes.

Be sure to clean painted aluminum in shade conditions at moderate temperature; the surface should not be hot or sun-heated as the heat could react with your cleaner and may cause irreversible damage to the painted aluminum.

To prevent markings and scratches, make sure your cleaning sponges and cloths are grit free. Scratches to your painted aluminum surfaces are considered a cosmetic item and non-warrantable.

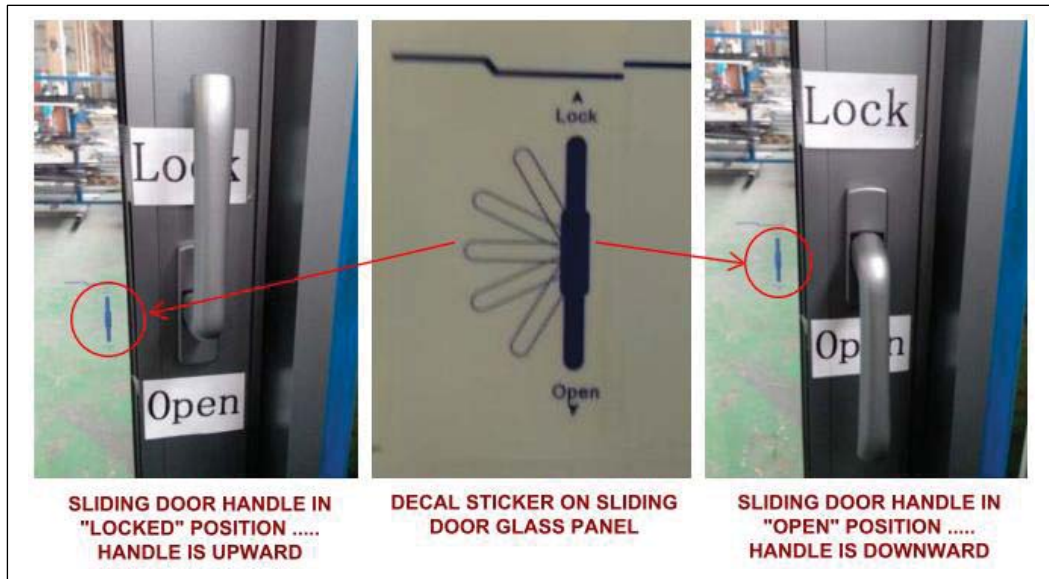
► DOOR TRACK AND SILL

To ensure the smooth operation of the lanai sliding door, it is recommended to keep the tracks clean. Periodically vacuum the tracks and sills and be sure to open and close your lanai door often to prevent dust and salt build-up (from the air) that can cause the sliding doors to become sticky.

- **Note:** If your residence will be vacant for an extended period (over one month), the window system manufacturer recommends that you have someone periodically visit your home to operate the lanai door and awning windows.

Lubrication of sliding glass doors moving parts with lithium grease, automotive grease, or high-quality, light machine oil (not WD-40) is recommended on an as-needed basis. The homeowner is responsible for any damage or inoperability resulting from improper lubrication. One drop per pivot or sliding part is sufficient. Wipe any excess lubricating oil from the surface of the hinge mechanism links using a soft, lint-free cloth. For Hawaii's coastal environment, the manufacturer recommends cleaning the hardware and tracks at least once every two months.

► OPERATION OF LANAI DOOR



Proper operation of the lanai sliding door is a homeowner responsibility. Your lanai sliding door has the following important parts:

- 3 metal pins
- 3 corresponding metal plates with grooves for the pins
- A 180° rotating handle
- Rollers on the bottom edge of the door

The door handle controls the position of the rollers. When opening or closing the door, make sure the handle is facing down. If the handle is facing up during operation, the rollers will be deployed and drag which will cause difficulty in sliding the door and damage your door's hardware.

To lock your door, securely close your door then rotate the handle up. You should not be able to open your door as the pins and corresponding metal plates are engaged at this point. If the door opens after you have attempted to lock the door, rotate the handle to face down and firmly push the door tight against the frame before rotating the handle back up.

Please follow these steps in the operation of your sliding doors. Improper operation could cause damage that is not covered under the warranty program.

► LANAI DECK COATING

A NEOGARD pedestrian deck coating has been applied to your lanai. Besides its waterproofing features, the deck coating includes aggregate material to help with slip resistance.

Cleaning of the lanai deck coating is the responsibility of the homeowner and must be performed at regular intervals to ensure that its coating system will continue to provide the service for which it was intended.

It is recommended that you periodically sweep the surface to remove loose dirt, which can cause excessive abrasion and lead to premature wearing. Use push brooms, soft bristle scrub brushes, or pads to clean the surface. Non-sudsing detergent (such as NEOGARD 8500 Biodegradable Cleaner) and water can be used to remove contaminants such as grease, salts, or other materials, which may leave residue. Never use solvents, bleach, alcohol, or harsh chemicals to clean coated surfaces.

Some common causes of damage to the deck coating include dragging heavy metal or concrete objects across the surface, improper cleaning methods and materials, and sharp edges on furniture which can be mitigated with rubber or plastic tips on the bottom.

Please note that damage or problems resulting from abuse, misuse, negligence, or by accident and cosmetic damages such as nicks, scratches or other surface damage noted after unit closing are not covered under the Limited Warranty Program. Repairs of cosmetic damages are a homeowner's responsibility.

The AOOU Board alone may arrange for painting or repair of the lanais, lanai ceilings, patios, outside doors, windows, trim, walls, railings, and other exterior parts of the building.

For more information on how to care and maintain your lanai deck coating, please contact NEOGARD at 214-353-1600 or visit their website: www.neogard.com.

MEDIA PANEL

Please keep the door closed at all times and do not cover the vents.

Should you have any questions about your media panel, please call Hawaiian Telcom Customer Service at 808-643-0878.

MIRRORS

Your mirrors should be cleaned with a soft, clean, grit-free cloth and a mild, non-abrasive non-alkaline cleaning solution. Use a reliable liquid glass cleaner or polisher available at most hardware or grocery stores. Avoid acidic cleaners and splashing water onto the mirror.

PAINT

Please refer to the "HOME REPAIR - QUICK REFERENCE GUIDE" section for the colors and locations of the different types of paint used in your unit.

Flat paint has been used on most of your walls for a smooth and matte look. Unlike other finishes, flat paint is easy to maintain and touch-ups can be done in localized spots that blend in easily – much better than paints with a harder finish like gloss or eggshell.

► CLEANING

Depending on the lifestyle and activity levels of the residents in your unit, the painted surfaces of your residence may need periodic cleaning. For dirt, fingerprints, and scuff marks on your walls, doors, cabinets, equipment and trim, the interior paint finishes are easily cleaned by gently washing with a sponge and a solution of warm water and a mild (non-abrasive, non-ammoniated) household cleaner.

If available, baby wipes work well – especially if warmed slightly in an oven or microwave. Avoid scrubbing your painted surfaces as you may end up wearing down the finish.

Recommended Cleaning Solutions:

- Formula 409
- Top Job
- Mister Clean
- Soft Scrub (for hard-to-clean stains)

► TOUCH UP

On small areas, use a brush or sponge applicator for touch-up painting. Do not apply paint too thickly. When touching up in the center of a wall, apply a small amount of paint to the central area, and then proceed to spread material in a random circular pattern, gradually

increasing circle size until edges are brushed dry and the brush or sponge is free of paint. This technique is called “feathering” and helps blend in the new paint to current coat of paint.

The homeowner is responsible for all interior paint, caulking and touch-ups not noted during the pre-closing inspection and for any custom paint colors or wallpaper applied subsequent to closing.

► MOLD AND MILDEW

Climatic conditions in Hawaii are conducive to the growth of mold, mold spores, and other types of potentially irritating or harmful growths. You can prevent these conditions by turning on your exhaust fan when taking a bath or shower and running your air conditioner to moderate the humidity in your unit. The recommended method to kill and remove mildew is to use a chemical solution (generally a bleach or tri-sodium phosphate solution) specifically formulated for mildew treatment. Especially note that unless all mildew is removed, remaining mildew will work its way through new coats of paint. New paint will not kill existing mildew.

SMOKE DETECTORS

Smoke detectors can quickly alert you to the presence of smoke; they cannot prevent fire. The ultimate responsibility for fire protection rests solely on you. Never ignore a smoke detector if the alarm goes off. Failure to do so can result in serious injury or death. The homeowner should test the smoke alarm and its batteries periodically and replace batteries as needed.

Do not cover, tape, or otherwise block the openings of your smoke alarm. These opening are designed to allow air to pass through your smoke alarm, thus sampling the air around the smoke alarm.



► HOW TO TELL IF YOUR SMOKE ALARM IS WORKING PROPERLY

- Your smoke alarm is provided with an alarm horn, a red light emitting diode (LED) indicator, which slowly pulses every 15 to 30 seconds under normal operation, and a green LED indicator for the AC power.

- Test button function: Push the test button for 5 seconds, which will cause the smoke alarm to go into alarm mode.
 - **If the device ever fails to test correctly, replace it immediately. Smoke alarms that don't work can't protect you.**
- If the battery is low or missing, a chirp will emit when the red LED flashes every 30 seconds. If the smoke alarm is malfunctioning, the chirp will sound between the red LED flashes. If AC power fails, the green LED will turn off; check if the circuit did not trip at the breaker.

► BATTERY INSTALLATION

Use only a Duracell MN 1604 alkaline 9VDC battery with your GN-303 series smoke alarm.

1. Locate the side-mounted battery drawer.
2. Open the battery drawer by firmly pulling on side lip, then sliding the battery drawer open.
3. Insert the battery into the drawer, terminal side first. Take care to make sure the appropriate terminal is aligned correctly. (+) terminal on battery to (+) terminal on alarm metal contact and (-) terminal on battery to (-) terminal on the alarm metal contact.
4. Rotate the battery into the drawer and slide the drawer close until it snaps into place. If the battery is installed incorrectly, the battery drawer will not close.

CAUTION: Units with battery backup will not provide power or transmit an alarm to other AC-only units in the event of an AC power failure. All battery backup units in tandem with good batteries will operate normally during an AC power failure for a minimum of 24 hours.

For further information on smoke detectors, please go to www.gentex.com or see Building Management.

Note: Your smoke detectors operate independently from the building's Fire Protection System. However, if one is activated within your unit, all smoke detectors in your unit will activate.

► VENTILATION

Your photoelectric smoke alarm is designed to detect smoke that results from an actual fire condition. Consequently, it is rare – but may happen – for household smoke such as

tobacco product smoke or normal cooking smoke to cause an alarm. Be sure to provide good ventilation to avoid a false alarm.

Your daily habits can help keep your home well ventilated:

- Run the cooktop exhaust fan when you are cooking.
- Turn on the exhaust fans when bathrooms are in use.

► NUISANCE ALARM

In the event your smoke alarm is triggered by stimulus other than fire smoke, never disconnect an AC smoke alarm to silence the nuisance alarm. Open a window or fan the air around the smoke detector to remove the smoke. The alarm will automatically turn off when the smoke in the air is completely gone.

► MAINTENANCE

Cleaning of your smoke detector is recommended on an as needed basis. Over time, your device may become sensitive due to dirt build-up in the optic sensing chamber which could cause nuisance alarms or activation from small amounts of smoke build-up.

When needed, follow this simple washing procedure to restore your smoke alarm back to its original condition.

1. Turn off the electrical power to the smoke alarm.
2. Rotate the smoke alarm counter-clockwise to remove it from its mounting plate.
3. Unplug the connector from the back of the smoke alarm. Do not remove the wire connection; leave the connector for your replacement smoke alarm.
4. Remove battery. Do not open the smoke alarm cover. Doing so will void the product warranty.
5. Select three (3) standard size wash buckets and fill them each with one gallon of normal tap water.
6. Add 1/8 cup of Ivory® dishwashing liquid to the first bucket of water and allow it to mix thoroughly, then submerge one dirty smoke alarm into the soap water mixture. If

the smoke alarm is exceptionally dirty, you may wish to first wipe off any excess dirt before washing.

- a. **NOTE:** ONLY IVORY® DISWASHING LIQUID IS TO BE USED. OTHER BRANDS ARE NOT RECOMMENDED AND MAY CAUSE YOUR SMOKE ALARM TO MALFUNCTION.
7. Allow smoke alarm to soak for 10 minutes (longer if extremely dirty). Then agitate the water for 5–10 seconds to flush out any remaining dirt left inside the smoke alarm's housing.
 8. Remove smoke alarm from wash water and transfer directly to one of the buckets containing clean water to rinse. Again submerge and agitate the water for 5 – 10 seconds to remove soap residue.
 9. Repeat Step 8 in the last bucket containing clear water then remove the smoke alarm to a clean dry area for a period of 48 hours to allow it to thoroughly dry.
 - a. **NOTE:** SMOKE ALARMS ARE TO BE AIR DRIED ONLY.
 10. Reinstall your smoke alarm by reversing Steps 1-3. Always remember to test it after cleaning to ensure proper function.

If you experience any difficulty in cleaning your smoke alarm or if you have any questions, please contact Gentex Corporation at 1-800-436-8391.

STORAGE AREAS

► PRIVATE STORAGE LOCKERS AND STORAGE ROOMS

The cleaning and maintenance of storage lockers and storage rooms are the responsibility of the homeowner. Any leaks or stains originating from your storage unit will also be the homeowner's responsibility to clean up. Please do not place stickers or labels onto the storage units.

Flammable and hazardous materials cannot be kept in the storage units.

Please store items at your own risk. The building staff or AOUO is not responsible for any items that are lost, destroyed, or damaged.

► BICYCLE AND SURFBOARD STORAGE

As surfboards, paddleboards, kayaks, and bicycles are not allowed on the residential floors, residents are encouraged to store their bicycles and surfboards (not more than nine feet in length), etc. in the designated storage areas. Residents must receive approval from Building Management prior to using the storage areas. Please see Building Management for further details.

TELEPHONE

Please call Hawaiian Telcom at 808-643-0878 to add home phone service. Any cost associated with home phone service is the responsibility of the homeowner/resident and is not covered by your maintenance fees.

TILE SURFACES

Tile is known for its water resistance and easy cleaning features and is often the product of choice for wet areas in the home such as your bathroom.

Ideally, a squeegee or soft sponge should be used to wipe down surfaces after each use to help minimize the build-up of water deposits, soap scum and mildew. To clean, a damp sponge with warm water or a multipurpose spray cleaner formulated for bath tiles can be used on your bathroom tub wall tile area. For heavier cleaning, use a non-abrasive cleaner with a damp sponge. Be sure to rinse the area after cleaning to remove any cleaning solution residue.

Before using a cleaning product on tile or grout, always test it in an inconspicuous spot and allow to thoroughly dry to ensure compatibility of the cleaner with the surface to be cleaned. Please read and follow the product manufacturer's instructions and use the recommended cleaning brushes and/or equipment. Make sure to rinse away the cleaning solution so dirt does not resettle into the grout lines. Avoid ammonia-based products as these will discolor the grout.

Any discoloration due to improper care and maintenance or as a result of the wrong cleaning agents/solutions will not be covered under warranty. Grout touch-ups are also a homeowner's responsibility.

Ceramic tile is generally sturdy; however, it can be broken with a sharp blow from a hard object. Broken ceramic tile can be replaced though it may not be possible to find an exact

match to the color or pattern as tile is normally produced in batches. Please note that broken tiles are not covered under the Limited Warranty Program.

► GROUT

Routine cleaning and maintenance is also necessary to combat the appearance of wear. The sealing of your grout and any necessary touch-ups are a homeowner's responsibility.

Spills should be wiped up immediately with a paper towel or cloth. If a stain remains, scrub the grout surface with warm water and a white nylon scrubbing pad for at least 60 seconds. For stubborn grout stains, dampen the grout and apply a solution of STONETECH® KLENZALL™ Cleaner on the surface and let it sit for 3-4 minutes, then scrub with a white nylon scrubbing pad for at least 60 seconds and rinse.

LOCATION	LATICRETE GROUT COLOR
Bathroom – Tub surround	#44 Very White

WALLS

Utility wiring and conduits, plumbing, HVAC ducts and, in some units, fire-rated shafts are installed behind your walls throughout your unit. **Because of this, it is the homeowner's responsibility to consult with the AOUC on the locations of such items before drilling into the walls or soffits.**

Damage to the wiring, pipes, ducts or shafts resulting from abuse, misuse, negligence, or by accident and cosmetic damages to your wall such as chips, scratches or other surface damage noted after unit closing is not covered under the Limited Warranty Program. Repairs of cosmetic damages such as patching and painting are also a homeowner's responsibility.

WATER SHUT-OFF

► SHUT-OFF LEVER

In the rare event that the main water supply to your unit is required to be turned off due to a leak or renovations or if your unit will be vacant for an extended period, **the valve is located near your water heater.** To turn off water supply to your unit, rotate the valve a quarter-turn.

Please be sure to also turn off the electrical breaker to your water heater after turning your water supply off.

A gradual counter-clockwise turn of the valve will restore water to your unit. As there will be an air gap in all your water lines, please take a few moments to turn on the faucets in your bathroom(s) and kitchen to 'bleed' your water line. Once all water lines have been bled out, turn your water heater circuit breaker back on.

- **Note:** Failure to properly turn your water heater circuit breaker on and off at the appropriate times during a unit water shut off could result in damage to the heating components of the water heater tank. Any damage or issues resulting in such a situation is not covered under warranty.



Please discuss with Building Management the best method to contact you and access your unit in the event of an emergency.

WINDOWS & GLASS SURFACES

► ROUTINE CLEANING OF GLASS SURFACES

Use a non-toxic glass cleaner, conventional window washing solution or mild soap and water. Uniformly spray or apply the cleaning solution with a soft, grit-free cloth, sponge or pad and rinse thoroughly. The glass surface should then be wiped dry with a clean, grit-free cloth or squeegeed dry. Care should be taken to ensure that no abrasive particles are trapped between the glass and cleaning materials. Since razor blades, putty knives, and metal parts of glazing tools can scratch glass surfaces, extreme care should be taken with their use.

The exterior window cleaning will be handled through Building Management in coordination with the AOUC.

► WINDOW FRAME AND AWNING HARDWARE

The painted aluminum finish of all hardware must be kept clean by removing any harmful residue (especially salt spray) from the surface using a non-abrasive cleaning agent and

wiped down with a soft cloth. Besides the interior window frames, homeowners with lanais are also responsible for the cleaning and maintenance of exterior areas that can be reasonably and safely reached.

Clean all dirt, dust, and debris from all parts of the window hardware, and keep any obstructions away from the pivoting and sliding parts. Use a vacuum cleaner or a small soft brush to remove dry materials; use a dry cloth to remove any remaining dirt. Be sure your cleaning sponge or cloth is grit-free to avoid unintentional scratches and marks, which are not covered under warranty.

Per industry standards and safety code, the windows in most units are limited to a 4" opening. Certain bedroom windows open out 90 degrees. Both types of windows are not designed to remain locked in the open position. Please do not allow children to play around open windows or throw items out of your window. Do not attempt to keep your window open by wedging foreign objects into the operating arm as it may restrict the proper functioning of the window or cause damage. Under strong wind conditions, such items may fall and injure people or property below your unit. This type of damage is not covered in the warranty program.

The awning windows need to be used and operated on a frequent basis to prevent dust and salt (from the air) build-up, causing the windows to become difficult to operate. If sticking occurs or excessive pressure is required to open or close a window, apply a small amount of silicone lubricant. This is available at hardware stores. Avoid petroleum-based products.

- **Note:** If your residence will be vacant for an extended period of time (over one month), the window system manufacturer recommends that you have someone periodically visit your home to operate the lanai door and awning windows.

► AWNING WINDOW SWING ADJUSTMENT

Most windows are designed for a 10 lb (4.5 kg) pull. The vertical awning windows in most units have metal plates on both side of the frame that controls the amount of friction on the window arms. The tighter the plates, the more force required to open or close the window. Some residents prefer a stiffer operation of the windows while others may prefer the window to easily glide open and shut with minimal force. This is a personal preference and adjustments are a homeowner's responsibility.

The adjustment can be done by inserting a hex key (Allen wrench) in the screw at the plate to tighten or loosen as needed. Rotate 1 quarter-turn at a time and operate the window. Repeat until the desired swing rate is achieved.

- Be sure to equally adjust the plates on both sides of the window. Failure to do so may result in damage to the hardware and operation of the window.
- **Remember, the windows will not stay locked in the open position so adjusting the swing to its stiffest condition will not overcome this design.**

Horizontal-opening bedroom windows need only a quarter turn to unlock the window and firm push out to open. Again, these windows are not meant to remain open so please be careful. To close, simply pull the window back into place and reverse the quarter turn of the handle ensuring a secure latch.

► WINDOW TREATMENT AND BRACKETS

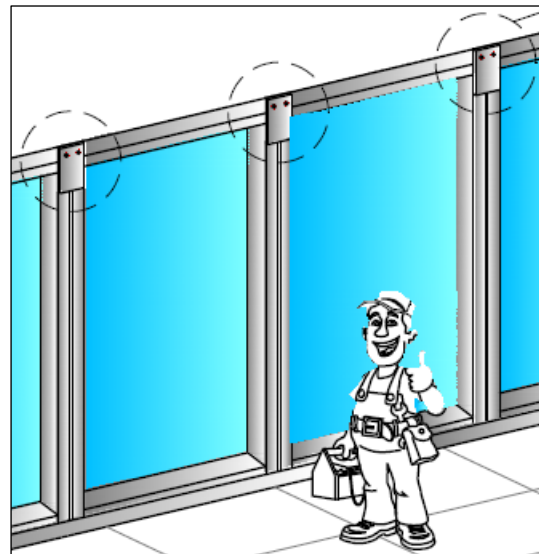
Please refer to the Bylaws and House Rules regarding window treatment policies, in particular all window shades, blinds, or coverings shall be light earth tone shades to maintain a uniform exterior appearance for the building.

Prior to installing motorized window coverings, please consult a licensed electrician to determine that the motor does not exceed 20 amps. Installing additional or reconfiguring current power sources to accommodate window treatments, other electronics or lighting fixtures are a homeowner's responsibility and may require a permit.

**** IMPORTANT ****

Window treatment installation plates and installation instructions were provided with each unit upon initial move-in. All homeowners and residents are required to explicitly follow these guidelines and use the provided plates, brackets, and fasteners when mounting window treatments or any type of window coverings to the window frame.

If an outside vendor is hired to install your window coverings, they must also follow the provided guidelines and use the provided brackets. The correct placement of the plates will ensure proper support of the window treatment's weight and proper location of screws in the frame. The window head will support up to 51 lbs. (23 kg) at each point. The window wall warranty will be VOID if the window treatment installation plates are not used.



Do not attach window treatments to the ceiling's concrete slab as post-tension cables have been installed and any damage to the cables could affect the structural integrity of the building. Repair and replacement costs for post-tensioning cables are solely the responsibility of the homeowner.

▶ TINTING

Please refer to your House Rules regarding tinting windows. If you have any questions, you may contact the building management.

▶ CONDENSATION

Condensation on interior surfaces of the windows and frames is the result of high humidity within the residence and low outside temperatures. Your family's lifestyle controls the humidity level within your residence. Please remember to close all windows and your lanai door when running your air conditioner.

Please note that damage or problems resulting from abuse, misuse, negligence, or by accident and cosmetic damages such as nicks, scratches or other surface damage noted after unit closing are not covered under the Limited Warranty Program.



Appliances

Warranties for the appliances listed are provided by the manufacturer. To qualify for these warranties, it is important that you complete the product registration cards as soon as possible after closing. It is your responsibility to send the product registration cards directly back to the manufacturers.

Please take time to read the appliance manuals, specifically, the sections on Use and Care. The manuals were collected for you in advance and are provided with this binder. Please contact the Management Office right away if you do not have a manual or visit the manufacturer's website.

MANUFACTURER-AUTHORIZED SERVICE PROVIDERS

For appliance servicing, please have the model and serial number of your appliance before calling. The model and serial numbers can generally be found in the interior trim of the appliance door.

▶ MANUFACTURER CUSTOMER SERVICE

Frigidaire/Electrolux Home Products, Inc. 1-800-944-9044
Website www.frigidaire.com

▶ APPLIANCE SERVICE COMPANIES:

Tunista Services	808-478-2833
Appliance Service Center	808-521-2337
Appliance Service Group	808-845-7506

Please note that warrantable service repairs are covered under the manufacturer's limited warranty period. Non-warrantable calls for any damage from abuse, misuse or failure to follow the manufacturer's instructions for operation and care may result in a service charge to homeowners.

APPLIANCE MODEL NUMBERS

Manufacturer: Frigidaire

APPLIANCE	MODEL #
Top Mount Refrigerator	FFHI1831Q
Microwave	FFMV164LS
Slide-In Range	FFES3025P
Waste Disposer*	FFDI501DMS
Dishwasher	FFBD1821M
Laundry Center	FFLE4033Q
Secondary Lint Trap (M-B & M-C units only)	[Fantech] DBLT4W

*For more product details, see the PLUMBING FIXTURES worksheet



Home Repair - Quick Reference Guide

HEATING, VENTILATION & AIR CONDITIONING (HVAC) FIXTURES

Manufacturer: Mitsubishi Electric

UNIT TYPE	LOCATION	INDOOR AC UNIT(S) MODEL NUMBER	BATHROOM EXHAUST FAN (MODEL FV-0511VK1)
A/AR	Living Room	MSZ-FE 18NA	1
B	Living Room	MSZ-FE 12NA-8	2
	Master Bedroom	MSZ-FE 12NA-8	
	2nd Bedroom	MSZ-FE 09NA-8	
C	Living Room	MSZ-GE 18NA-9	2
	Master Bedroom	MSZ-FE 09NA-8	
	2nd Bedroom	MSZ-FE 09NA-8	

PAINT

Manufacturer: Sherwin Williams

LOCATION	COLOR NAME	PRODUCT	FINISH
Ceilings	BM Chantilly Lace	Showcase+	Flat
Unit Walls	BM Calm	Showcase+	Flat
Bath Walls	BM Calm	Promar 200	Eggshell
Door and Frame (Interior)	BM Gray Owl	Promar 200	Semi-Gloss

SHERWIN-WILLIAMS 8225
1311 Kalani Street
Honolulu, HI 96817
(808) 842-4000
M-F: 6:00 a.m. - 5:00 p.m.
Sa: 7:00 a.m. - 1:00 p.m.
Su: Closed

SHERWIN WILLIAMS 8240
2833 S. King Street
Honolulu, HI 96826
(808) 947-8449
M-F: 6:00 a.m. - 7:00 p.m.
Sa: 7:00 a.m. - 6:00 p.m.
Su: 10:00 a.m. - 6:00 p.m.

SHERWIN-WILLIAMS 8586
900 N. Nimitz Hwy #107
Honolulu, HI 96817
(808) 523-3400
M-F: 6:00 a.m. - 7:00 p.m.
Sa: 8:00 a.m. - 6:00 p.m.
Su: 10:00 a.m. - 6:00 p.m.

PLUMBING FIXTURES

KITCHEN:

FIXTURE TYPE	MANUFACTURER	MODEL #/NAME	DESCRIPTION	FINISH
Kitchen Sink	Elkay	DSESR12722/ Dayton Elite	Single Bowl Sink with Slim Rim. #20 gauge 300 Series Nickel-bearing stainless steel, universal mount. 8" bowl depth, 1-3/4" horizontal and vertical radii coved corners. Fully undercoated to reduce condensation and dampen sound	Elite Satin Finish
	Grohe	30211/ Elberon	Dual spray pull down, integrated non-return valve, swivel spout (360 degrees). Locking dual spray control, SpeedClean anti-lime system, max flow rate 1.75 GPM. Single lever handle. Weight operated pull back mechanism for hose.	Chrome
	Frigidaire	FFDI501DMS	Food waste disposal, continuous feed with 1/2 HP motor, stainless steel grind chamber. 115 volts, 60 HZ, 4.5 amps. 13-7/16" height x 7-11/16" width.	
	Delta	720200	Air gap. Deck mount, 3/8" OD inlet x 7/8" OD outlet, molded polypropylene, nitrile rubber washer	

BATHROOM:

FIXTURE TYPE	MANUFACTURER	MODEL #/NAME	DESCRIPTION	FINISH
Lavatory	Kohler	K-2881/ Verticyl	Oval underneath lavatory sink. Vitreous china with overflow, 17" length x 14" width, without faucet holes. ADA Compliant.	White
	Grohe	34270/ Concetto	Centerset lavatory faucet. Silkmove ceramic cartridge, Single Hole Install. Metal lever, flow control. 1-1/4" pop-up waste set. 1.5 GPM max flow rate. ADA compliant	Starlight finish
Shower Trim Set	Grohe	19457/ Concetto	Pressure balance valve trimset	Chrome
	Grohe	27591/ Tempesta Cosmopolitan 100	Head shower 4 sprays	Starlight chrome
	Grohe	27414	5-5/8" tubular shower arm with flange, 1/2" male threads	

Bathtub	Kohler	K-715/ Villager	5' bathtub, left drain. Integral lumbar support. 60" x 30-1/4" x 14". Cast iron with Safeguard finish	White
Water Closet	Kohler	K-3755/ Kelston	Comfort height toilet, vitreous china, elongated bowl. Class five flushing system, 1.28 GPM. 30" length, 16 3/4" width, 30 1/2" height, 11" water area	White
	Kohler	K-4688/Cachet	Toilet seat elongated closed front seat. Solid plastic with ergonomically contoured seat and ergonomic lid for easy opening	White

HOT WATER HEATER:

FIXTURE TYPE	MANUFACTURER	MODEL #/NAME	DESCRIPTION	FINISH
Electric Water Heater (EWH-3)	Bradford White	RE 330 S6	Residential upright electrical water heater, 30 gallon capacity, 47" floor to heater top, 20" jacket diameter, 47-3/4" floor to water connection	Units M-A & M-AR
	Bradford White	RE 340 T6	Residential upright electric water heater, 40-gallon capacity, 60-5/8" floor to heater top, 20" jacket diameter, 61 3/8" floor to water connection.	Units M-B & M-C
	Oatey	34152	22" Aluminum water heater pan with 1" PVC fitting	(all units)

ELECTRICAL FIXTURES

LIGHT FIXTURES SCHEDULE:

TYPE	LOCATION	MANUFACTURER	MODEL NUMBER # / NAME	DESCRIPTION	LAMP TYPE
KA	Kitchen	Illuminating Experiences	Janeiro M346	European, triplex blown glass, with a smooth matte white opal finish. Body is white epoxy coated with wing clips for secure holding of globe. LED module; 3000k warm white - 2500 lumens. 22w @ 120 volts AC	(LED light fixture*)
KC	Entry, corridor, closet	Lighting Science	Glimpse 4". LS-GLP4-WW-120-WH	Ceiling mounted. Product - GLP4. Temperature - White 3000K. Voltage - 120 volts. Finish - white.	(LED light fixture*)
KD3	Bathroom (wall mounted)	Teron Lighting	PY36125E-120E	36" White Acrylic Diffuser. Steel housing with white powder coat finish. Wattage: (1) 25W. Voltage - 120V.	GE Lighting. 15489 F25T8XL/SPX30ECO

KD4	Bathroom (wall mounted)	Teron Lighting	PY48132E-120E	48" White Acrylic Diffuser. Steel housing with white powder coat finish. Wattage: (1) 25W. Voltage - 120V.	GE Lighting. 10327 F32T8XL/SPX30HLE CO
KE	Bathroom (ceiling mounted)	Intense	I6AIC / ICS3W	I6AIC - 6" IC Airtight New Construction Line Voltage Housing. Recessed downlighting. PAR30/ PAR 30 LED/ PAR 38/ PAR 38 LED/ R30/ R40. 75W max. Socket - E26 medium base. ICS3W - 6" Shower Trim with Fresnel Lens. White Metal trim.	Green Creative. A19 12W DIM Titanium LED Series 4.0 40724 6PAR16 G4DIM / 830FL36
J	Living room, bedroom(s) (ceiling fan junction boxes)	Steel City	54171-CFB	2 1/8" deep ceiling fan box with 3 x 1/2" KO's and clamps for nonmetallic sheathed cable. Capacity 22.0 cubic inches. UL Listed up to 50 lbs. for light fixtures and 35 lbs. for fans.	

















TYPE	LOCATION	MANUFACTURER	MODEL NUMBER # / NAME	DESCRIPTION
Circuit Breaker Panel	2 nd Bedroom	Siemens	PL Series Load Centers / P3040L1125C U	Main Lug/ Convertible Load Centers. Amp Rating - 125. 30 spaces; 12 circuits. Enclosure Height - 30".
Electrical Outlets	(Throughout Unit)	Leviton	Decora / T5325-W	Duplex receptacles. 15 Amp, 125 Volt, NEMA: 5-15R, Pole: 2, 3-Wire, Tamper-Resistant, Straight Blade, Grounding, Quickwire Push-In & Side. Color - White.
GFCI Outlets	Kitchen; Bathroom	Leviton	Smartlock Pro Self-Test GFCI / GFTR1-W	15 Amp, 125 Volt, NEMA: 5-15R. 2 Pole. 3 Wire. Color: White.

*The light emitting diode (LED) component of these fixtures cannot be independently replaced.

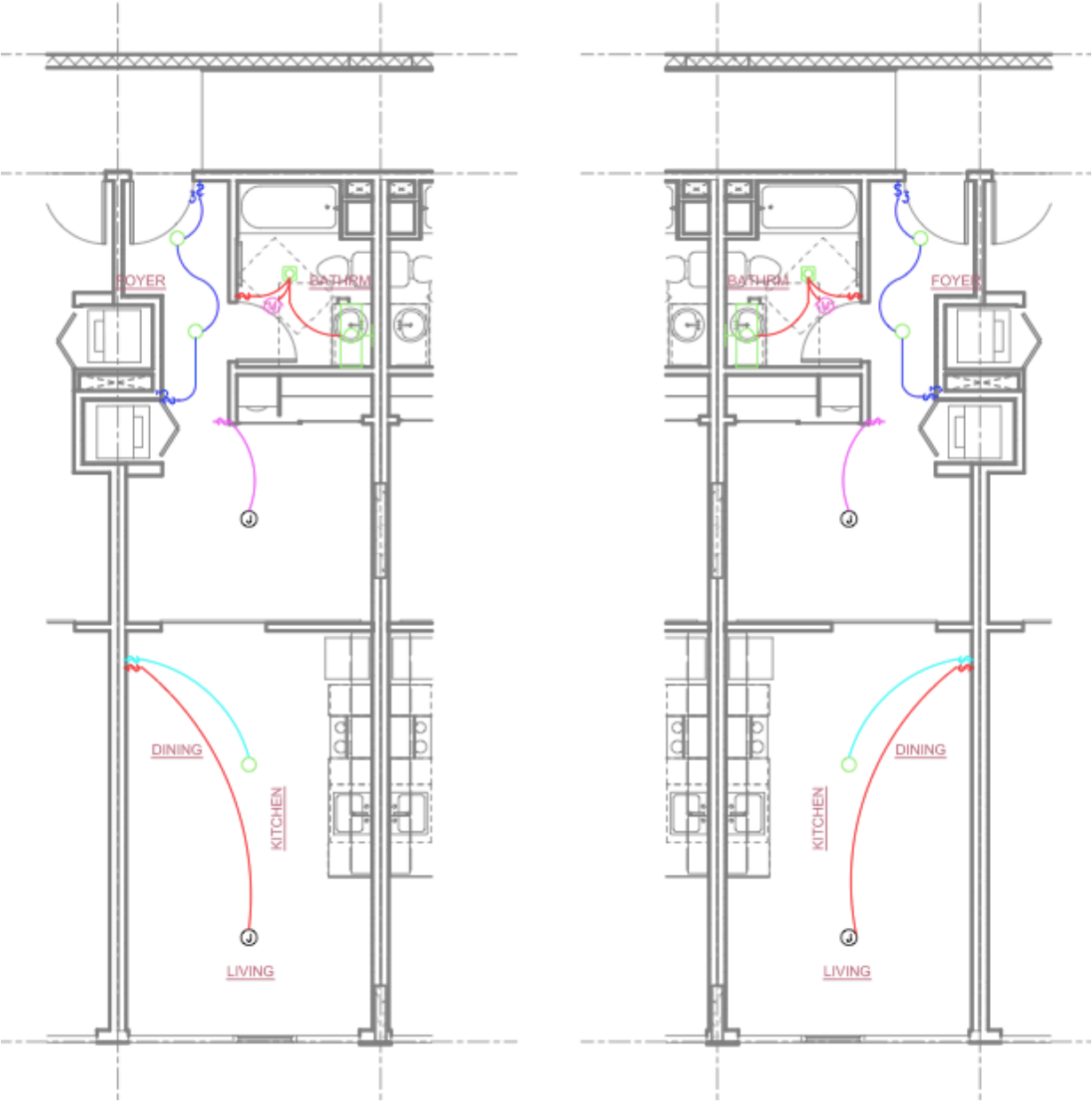
ELECTRICAL OUTLET AND LIGHT SWITCH PLANS

The following pages contain the electrical outlet and light switch diagrams for each floor plan. Please consult a licensed electrician for any re-wiring or fixture installations in your unit.

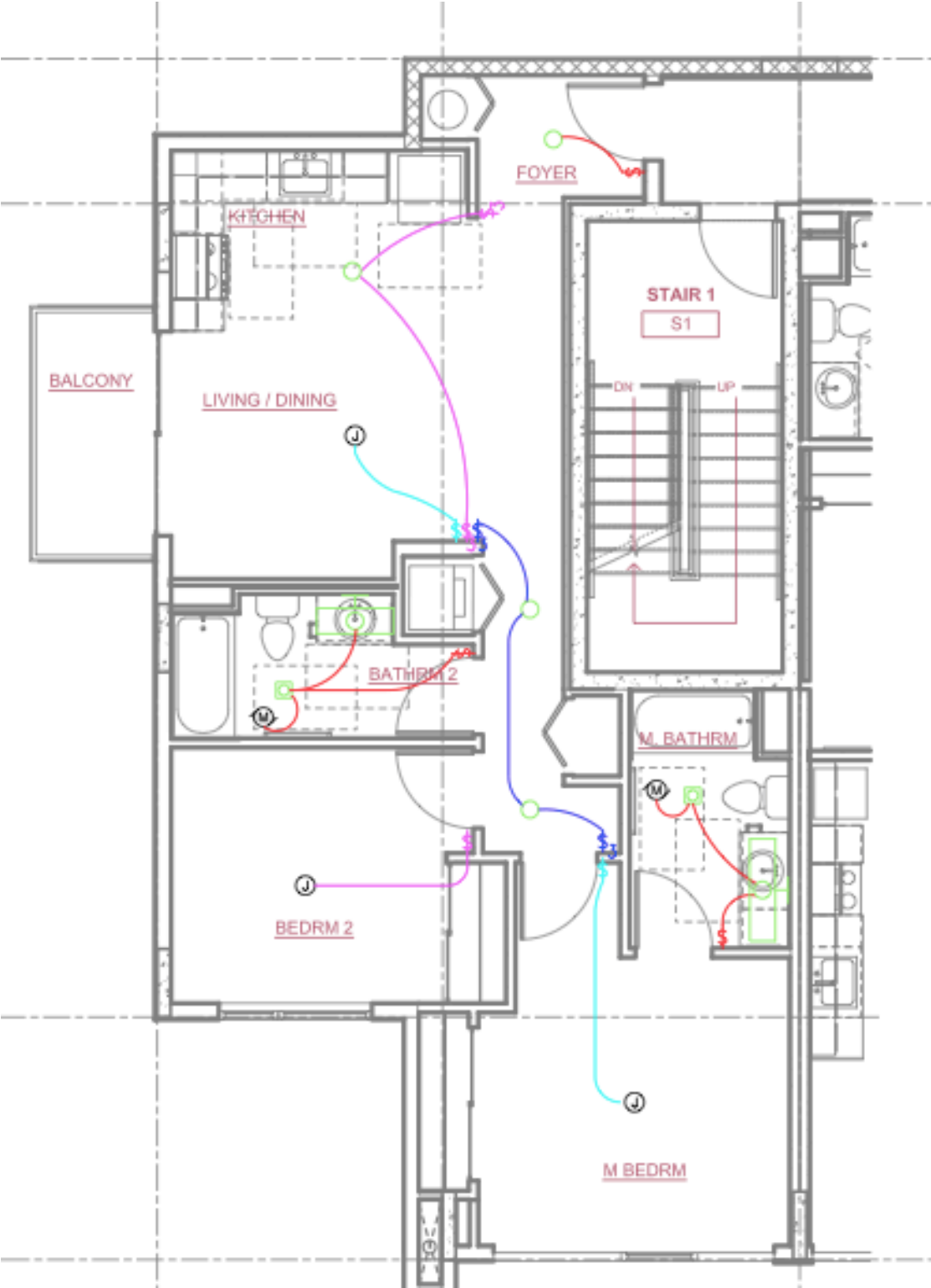
SYMBOL LEGEND

	RECEPTACLE, DUPLEX
	RECEPTACLE, DUPLEX, HALF-SWITCHED CONTROLLED
	RECEPTACLE, GFCI
	RECEPTACLE, QUAD
	RECEPTACLE WITH USB OUTLET
	JUNCTION BOX, CEILING MOUNTED, FOR FUTURE CEILING FAN
	SWITCH, SINGLE POLE
	SWITCH, 3 WAY
	SWITCH, 4 WAY
	COMBINATION TELEPHONE, DATA & VIDEO OUTLET
	SMOKE DETECTOR
	FIRE ALARM SPEAKER
	SPECIAL OUTLET, TO MATCH EQUIPMENT PLUG
	FLOOR BOX OUTLET
	EQUIPMENT CONNECTION
	LIGHT FIXTURE, CEILING MOUNTED

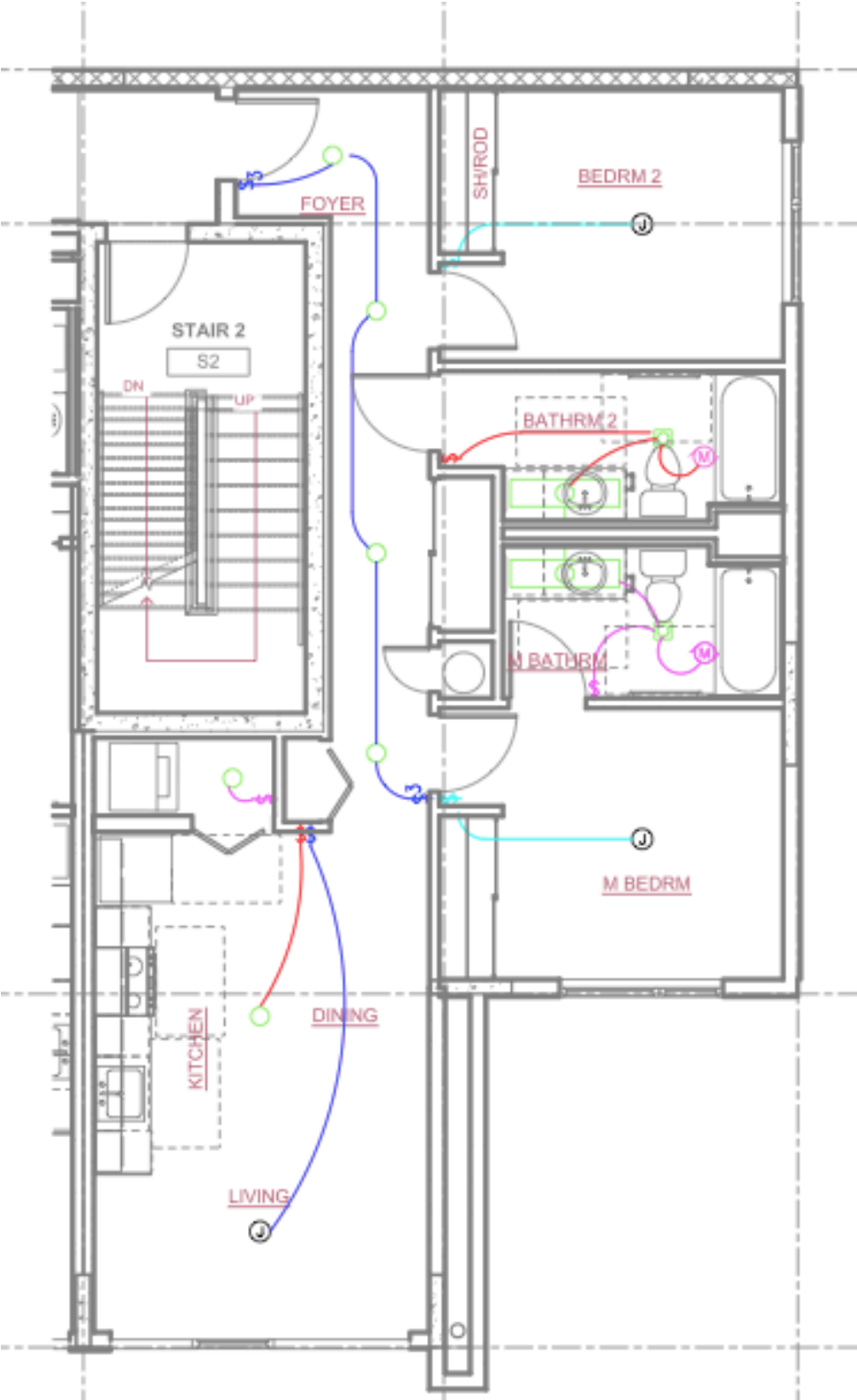
► FLOOR PLANS TYPES M-A AND M-AR



► FLOOR PLAN TYPE M-B



► FLOOR PLAN TYPE M-C





Limited Warranty Program

COVERAGE

Your new home in The Collection includes a one-year limited warranty. According to Section H4 of the initial sales contract between the Developer and the original buyer, the Developer/Seller passes the Contractor's warranty on to the Purchaser and the Developer facilitates this warranty. The warranty is effective within "one year after the date of substantial completion". The Seller makes no other warranties except as expressly stated in the initial Sales Contract. The warranty covers the general components of your residence to be free from faulty materials and workmanship. The decision to repair or replace the specific claim(s) is at the General Contractor's authorized representative's sole discretion.

The warranty repair work is not guaranteed to be perfect, but only to be reasonable as defined by the General Contractor or by industry definitions and tolerances. Therefore, the warranty repair work shall result in approximately the same condition as existed prior to the claim, but not necessarily to a like-new condition. When repairing or replacing surfaces, finishes and coverings, the warranty team will attempt to achieve as close a match with the original as is reasonably possible, but an exact match cannot be guaranteed due to such factors as fading, aging, and availability of the same or similar materials.

Warranty work is to be done within a reasonable period of time during normal working hours, subject to Homeowner Association and building rules. The work may be extended based on weather, availability of materials, and or availability of manpower.

The warranty team will repair or replace only the specific part that is defective, and no other non-defective components or the surrounding area, unless that area is affected by the warranty work.

Any performance standards, tolerances, or guidelines contained in documents provided to homeowners may be a determining factor in whether a claim is valid or not. In the absence of a specific standard, tolerance, or guideline in the documents for a condition occurring during the warranty period, generally accepted local building practices and standards shall apply.

EXCLUSIONS

Maintenance of the home is a homeowner's responsibility. All homes require periodic maintenance to help prevent premature deterioration and to ensure adequate performance of the home's components.

The following are **excluded** from The Limited Warranty Program:

- Damage or defects caused by the failure to maintain any item or keep it in good working order. Damage or defects caused by improper maintenance or negligence.
- Damage or defects caused by the failure to properly follow care and maintenance guidelines as indicated in The Collection Homeowner Manual (and all updates to the Homeowners Manual).
- Damages as a result of unforeseen site conditions occurring beyond contractor's control.
- Damage resulting from fire, storms, electrical malfunction or surge, lightening, hail, earthquake, floods, hurricane, tropical storms, pest damage, riot or civil commotion, aircraft, falling objects, vehicles, acts of God, or other unforeseen causes or accidents.
- Damage resulting from Homeowner's Association contractors such as building exterior window cleaners.
- Dampness or condensation due to the failure of the homeowner to maintain adequate ventilation.
- Damage resulting from the weight and/or performance of any type of waterbed or other furnishings that exceeds the load-bearing design of the home.
- Damage from alterations, misuse, or abuse by any person; ordinary wear and tear; or problems caused by lack of maintenance.
- Normal deterioration of materials.
- Damage caused either accidentally or deliberately by the homeowner, occupant, or another.
- Damage resulting from failure to observe any operation instructions furnished at the time of installation.
- Failure by a homeowner, resident, guest, or anyone to comply with the warranty requirements of manufacturers of appliances, equipment or fixtures.
- Any item furnished, installed, modified, altered, or repaired in any way by any person other than the original General Contractor or their subsequent warranty contractors.
- Problems that arise in a homeowner or resident's attempt to match existing materials. There are limitations inherent in the matching of existing materials such as stucco, drywall, paint, wood, tile, flooring, concrete, and the like. Exact duplication in matching texture and color cannot be guaranteed. Variations within industry tolerances will be considered acceptable.
- Product delays caused by factors beyond the control of the contractor.
- Delays due to the unavailability of material.

- Any loss or damage, which may be caused as a result of using the home other than for its intended residential purpose.
- Any incidental expenses related to relocation during repair, such as: loss of use; diminution in value; rental costs; moving costs; delay in occupancy; lost profits or income; medical costs; cost of transportation; food; storage; moving; shelter; damages for mental distress; aggravation; personal injury; or pain and suffering.
- Odors such as cigarette smells, cooking smells, incense emanating from other units or the common areas.
- General noises from condo living such as traffic, plumbing from other units, voices, or noise from other units or the common areas.
- Any damage to personal property that does not result from a construction defect.
- Any homeowner-induced repairs that are non-conforming with local building codes, regulations, or requirements.

EXAMPLES OF WHAT MAY VOID THE WARRANTY

- The warranty is void unless notification is given in the proper format using The Collection online portal (see Warranty Service Request Form), which states the particulars of the alleged claim.
- The warranty is void unless the homeowner gives the authorized warranty contractor and their subcontractors reasonable access within a reasonable amount of time to the property and the right to inspect, investigate, test (including destructive testing), monitor, repair, replace or otherwise correct an alleged warranty claim.
- Failure by the homeowner to give notice to Hawaiian Dredging Construction Company (HDCC) of any defects within a reasonable time.

BEFORE FILING FOR WARRANTY SERVICE

Warranty claims shall be filed only by homeowners on title and not leasees, occupants, or visitors. The homeowner, may, in writing, designate an appointed Rental Agent, Realtor, Property Manager, Power of Attorney personnel, or other representative to file claims on their behalf. This document must be submitted in writing and accepted by the Warranty Department prior to any claims being filed.

Any and all warranty claims should be made as soon as reasonably possible after the homeowner and/or occupant become aware of the issue but not later than (30) days after the expiration of coverage. Face to face or verbal discussion is not a substitute for required written notice and will not protect your rights under this Limited Warranty.

If the homeowner has an issue on any item covered by the Limited Warranty Program during the applicable part of the warranty period, the Homeowner must send a clear and specific written request (Warranty Service Request Form) to the Warranty team (stating the date on which the defect occurred).

In case of an emergency problem, the Homeowner must notify Building Management and the Warranty Team immediately in order that further damages can be mitigated. The Homeowner should take immediate action if circumstances dictate the need. If such notice is not received by the Warranty Team by the deadline set forth above, a claim or complaint for the defect will be waived by the homeowner and the claim or complaint will be rejected.

DO NOT MAKE VOLUNTARY PAYMENTS

Homeowners agree under the Limited Warranty Program not to make any voluntary payments or assume any obligations or incur any expenses for the remedy of a condition that the homeowner believe is a warranty claim without prior written approval from the Warranty Department, or other parties authorized to act on the General Contractor's behalf. **The warranty program will NOT reimburse homeowners or occupants or their authorized representatives for costs incurred where they did not obtain prior written approval.**

However, homeowners may incur reasonable expenses in making repairs in an EMERGENCY CONDITION without prior written approval, provided the repairs are solely for the protection of the home from further damage or to prevent an unsafe living condition and provided that the homeowner notifies the Warranty Department as soon as is reasonably possible. To obtain reimbursement for repairs made during an emergency condition, homeowner must provide the Warranty Team with an accurate written record, work order, receipts, etc. of the repair costs.

EMERGENCIES

The following conditions are considered EMERGENCIES requiring immediate action:

- Total stoppage of the plumbing drain system.
- A water leak that requires the main water service to the residence to be shut off to prevent serious damage to the building or furnishings.
- Complete loss of electricity.
- A partial electrical failure, which renders your refrigerator or water heater inoperable.

- Please remember that unless the problem threatens property damage or is a hazard to persons, it is NOT considered to be an emergency. Lack of air-conditioning service is not an emergency.

For more information or if you have any questions, the Customer Service & Warranty Department contact information is 808-754-3295 or email thecollectionllc@abprop.com.

CONDITIONS OF WARRANTY

► PRE-CLOSING INSPECTION

It is the responsibility of the homeowner to ensure that he/she or their authorized representative attended the Pre-Closing Inspection with the Warranty Team to ensure that all pre-closing punch list items were documented. During the inspection, it is also the responsibility of the homeowner to ensure that all parts included in the home were properly installed and that all functional parts are working properly.

► RESALE

The Limited Warranty coverage will automatically transfer to each successor in title to the home including Mortgagee in possession under this Warranty for the remainder of the warranty period. There is no limit under this condition to the number of subsequent homeowners during the term of the warranty period.

► ACCESS TO PREMISES

By accepting this Limited Warranty or Extended Warranty, the Homeowner(s) agree to and understand that access to, on, through or within the premises during reasonable workday hours (Monday – Friday: 8:00 a.m. - 3:00 p.m.) will be made available so that any deficiency may be corrected and the warranty service performed by the contractor. If reasonable effort has been made to schedule and complete repairs by HDCC without acquiring access by homeowner, the request may be rejected.

HOW TO REQUEST WARRANTY SERVICE

► USING YOUR CONASYS HOMEOWNERS ONLINE PORTAL – *PREFERRED*

1. From the Association website, log in to your online homeowner portal using your login ID and password that can be found on a sticker on the inside panel of your circuit breaker. A copy of that sticker is provided to you to place in another easily accessible location.
2. Click "Request Service" in the menu options on the left.
3. Complete the service request form:
 - a. Your contact information (if not already pre-filled in).
 - b. From the drop-down lists, select the location and product being reported.
 - c. Enter a description of the issue - be as descriptive as possible.
 - d. Attach a photo or image, if available and/or applicable (note there is a 10MB file size limit).
 - e. If you wish to report multiple issues, click the "Add New Issue" button and repeat steps "b" to "d".
 - f. Indicate the days and times that you will be available for someone to come to attend to your issue(s).
 - g. If you have additional information or comments, such as indicating that your neighbor can also grant access to your unit, please enter these in the "Other Availability" field.
 - h. Click "Submit."
4. You will receive an immediate email notification that your request has been received.
5. Once received, your request will be processed as follows:
 - a. Within 3 business days, the Warranty Department, along with the Contractor, will review your request for clarity. If there are any uncertainties with respect

to the nature of the issue(s) and/or warranty coverage you will be contacted to confirm the specifics of the issue(s).

- b. A Warranty Representative will arrange for an assessment or service with the General Contractor and/or the appropriate sub-contractor(s) in order to determine if your reported items are warrantable or not.
 - c. Within 10 business days, a Warranty representative will contact you to arrange access to your home for initial inspection and/or service. Warranty work is scheduled and performed Monday to Friday from 8:00 a.m. to 3:00 p.m. only.
 - d. **IMPORTANT:** Please be prepared to provide the contractor access to your home. **Should access to your unit not be possible, warranty can be voided.**
 - e. As scheduled, the contractor(s) will complete the repairs. Please note that contractors are advised to only inspect/repair what has been requested from our office. Therefore, any invoices received in our office for non-warranty work will be forwarded to the homeowners.
6. The Warranty Department will follow-up with you to verify that the work has been completed.

► TIPS FOR A SUCCESSFUL SERVICE REQUEST

PLEASE DO:

- Send requests prior to the expiration date of your warranty
- Report your request for service in writing
- Be prepared to provide access to your home for repair work
- Where possible, please save up your requests to be sent in all at once

PLEASE DO NOT:

- Report warranty items over the phone
- Present service requests to anyone other than your warranty provider
- Attempt repairs yourself or hire someone to do them for you
- Ask the contractors to fix anything else that has not been previously reported or approved in writing and/or is not the purpose of the appointment

► SUBMITTING PAPER COPY OF WARRANTY SERVICE REQUEST - *OPTION*

Should access to your CONASYS Homeowners Portal be unavailable, a copy of a blank Warranty Service Request Form is included in this Manual and also available at the Tower Front Desk. Complete the form to the best of your ability and email it to the Customer Service & Warranty Department at thecollectionllc@abprop.com as noted on the form.

The Tower Front Desk will also be able to assist with forwarding your request form to the Warranty Department for processing. Please note there may be a delay in the receipt and acknowledgement of your form.

The Warranty Department will then log your warranty service request into your unit's CONASYS account so that, in the future, a copy of your request will be available for review.

Should you have any immediate concerns or questions, please feel free to contact the Warranty Customer Service Department during the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday. If you choose to leave a voicemail message, please be certain to leave your name, phone number, unit number, and a detailed message.

<p style="text-align: center;">THE COLLECTION LLC CUSTOMER SERVICE & WARRANTY DEPARTMENT Phone: 808-754-3295 Email: thecollectionllc@abprop.com</p>



LIMITED WARRANTY SERVICE REQUEST FORM

1. When access to your CONASYS Homeowners' Portal is unavailable, please use this form to submit non-emergency warranty service requests. List item(s) in detail.
2. Submit this form to the Lobby Desk or via email to thecollectionllc@abprop.com
3. Warranty service appointments are made Monday through Friday from 8:00 A.M. to 3:00 P.M.
4. Service calls determined to be maintenance issues not covered by the Limited Warranty Program (hair in drain, etc.) will be at the owner's expense.

NAME:	RESIDENCE #:	DATE:
BEST WAY TO CONTACT YOU:	[] PHONE:	
	[] EMAIL:	

WARRANTY SERVICE REQUESTED Specify location in residence. Please print legibly.	Office Use Only			
	Trade	Work Order	Scheduled Date/Time	Date Complete

(OPTIONAL) I hereby authorize the Resident Manager or Resident Specialists to act on my behalf and grant access to the tradesperson(s) on the agreed upon date and time to make repairs in accordance with the above mentioned issue(s).

INITIAL HERE: _____

Owner Requesting Warranty Service (Signature)

THE COLLECTION Midrise Phase

ASSOCIATION RULES

These Association Rules have been adopted by the Board of Directors of the Association of Unit Owners of The Collection condominium in accordance with its Declaration and Bylaws. These Association Rules apply to the Midrise Phase of the Project (the "**Midrise**"). The Board has adopted separate Association Rules for the Tower Phase of the Project.

These Association Rules are intended to promote safety and harmonious living, to enhance the reputation of the Project, and to protect Residents as much as reasonably possible from annoyance or nuisance caused by improper or unreasonable conduct. These Association Rules are intended to be liberally construed towards those ends.

The Board may delegate responsibility for enforcement of these Association Rules to the Managing Agent or the resident manager for the Project (the "**Resident Manager**") and/or the security staff employed by the Association under the supervision of the Resident Manager. All Residents shall strictly comply with these Association Rules and the covenants, conditions, and restrictions set forth in the Declaration and the Bylaws. In the event of any inconsistency between these Association Rules and the Declaration or the Bylaws, the Declaration or the Bylaws, as the case may be, will control.

SECTION 1. DEFINITIONS

- 1.1 The term "**Unit**" shall mean and include each Residential Unit located within the Midrise phase of the Project. The term Unit as used in these Association Rules does not include Commercial Units, which are not subject to these Rules.
- 1.2 The term "**Motor Vehicle**" shall mean and include any vehicle powered by engine or motor, including but not limited to automobiles, motorcycles, and motor scooters.
- 1.3 The term "**Resident**" or "**Residents**" means any Owner of any Unit in the Project, members of the Owner's family and household who reside in the Owner's Unit, and, unless the context clearly indicates otherwise, the tenants (including a tenant's family and household members), guests, licensees and invitees of said Owner.
- 1.4 The term "**Midrise Resident Facilities**" shall include the bike and surf board storage areas, multi-purpose rooms, and common laundry facility located on the first floor of the Midrise, and all other areas in or around the Midrise designated for the use of the residents of Units in the Midrise.
- 1.5 The term "**Lanai**" shall mean any lanai or balcony affixed or attached to a Unit.
- 1.6 All other capitalized terms have the meanings assigned in these Association Rules or in the Declaration.

SECTION 2. THE UNITS, LANAIS AND STORAGE LOCKERS

- 2.1 Each Resident shall register with the Resident Manager and provide emergency contact information, license plate number of Motor Vehicles to be parked in the parking garage, type and number of pets (if any) and other information as the Resident Manager may from time to time deem necessary and appropriate.
- 2.2 Owners who rent or lease their Units shall designate a local agent to represent them if their primary residence is outside the State of Hawaii or if they will be absent from the State for more

than thirty (30) days. Owners who do not reside full-time in their Unit must file with the Resident Manager their out-of-town address, telephone number, and email address, and the address, telephone number and email address of their local agent.

- 2.3 If the immediate service of the police department, the fire department, the paramedics, an ambulance or doctor is required, the desired agency or person should be called directly. Any emergency, particularly such emergencies as flooding, fire and theft, should be brought to the immediate attention of the Managing Agent or the Resident Manager.
- 2.4 Each Unit shall be used for residential purposes permitted under the Declaration, and subject to all of the use restrictions contained in the Declaration and Bylaws.
- 2.5 Residents are responsible for cleaning and maintaining their Units in good order, condition and repair, including cleaning of all Lanai doors and Lanai windows.
- 2.6 No Resident shall make or suffer any strip or waste or unlawful, improper, or offensive use of his/her Unit or the Common Elements.
- 2.7 Kitchen garbage disposals shall be utilized for disposing soft food waste only. Grease and oil may not be disposed of via sinks, drains or other plumbing apparatus.
- 2.8 Washing machine hoses are declared to be "high risk components" and, as such, must be inspected annually and replaced at least every five (5) years in accordance with guidelines issued by the Board. Washing machine hoses may be replaced only with hoses meeting the specifications approved by the Board. As set forth in the Declaration and Bylaws, the Board has the power to declare other components of a Unit to be "high risk components", and all Owners are required to maintain certain liability insurance with respect to such components.
- 2.9 Residents are responsible for cleaning and maintaining all portions of the Unit air conditioning system in accordance with maintenance guidelines adopted by the Board. Maintenance of all portions of the Unit air conditioning system located outside of a Unit or its Lanai shall be performed only by professionals approved by the Board.
- 2.10 No clothes, towels, garments, rugs, or other objects shall be hung on clotheslines or from the Lanai railings or walls, doorways, windows, or facades of the residential Units in such a manner as to be in view of persons outside the building. No shoes, flip-flops, slippers, sandals, dry cleaning, or other objects shall be allowed to remain in view at the front entrance of any residential Unit.
- 2.11 Lanais shall not be used for storage in any manner, including without limitation, sports and play equipment, surplus cartons, boxes, or any other belongings. Any furniture, plants, or other articles which, in the opinion of the Board, are unsightly, shall be removed from and kept off of the Lanais upon request by the Board. Plants that protrude over the Lanai railing or block the railing and view shall be prohibited.
- 2.12 Lanai furniture shall be appropriate in terms of appearance, sturdiness and weight for the occasionally windy environment surrounding the Midrise, and in the event of severe weather, including wind, the Owner shall assure that any Lanai furniture is appropriately secure and/or shall bring the Lanai furniture into the Unit until the severe weather condition has passed. The Resident Manager shall have the discretion to issue and post from time to time a warning of severe weather conditions, including wind, and to require that all Owners who have furniture, plants, or other items on their respective Lanais are to bring such furniture, plants or other items into their Units until such severe weather condition has passed.
- 2.13 Smoking, cooking, grilling, candles and open flames or fires of any kind are strictly prohibited on Lanais.

- 2.14 In watering plants on the Lanai, or otherwise cleaning the Lanai the Owner shall at all times use extreme care and caution to avoid any water flowing or dripping over the Lanai edge to the Lanai(s) below.
- 2.15 Children must be monitored while on Lanais, and must not be allowed to climb on or over Lanai railings.
- 2.16 No rugs, draperies, or other objects shall be dusted, beaten, or shaken from the windows or on the Lanais, stairways, and hallways of the Project. Dust, rubbish or litter shall not be swept or thrown from any Unit into the hallways or any exterior part of the Project.
- 2.17 Nothing shall be allowed, done, or kept in any Unit or common area that would overload, damage or impair the Midrise's exterior windows and frames, Lanais or the floors, walls, or roof of the Project, or cause any increase in the ordinary premium rates or the cancellation or invalidation of any insurance thereon maintained by or for the Association.
- 2.18 Residents shall not tamper with or hang anything from any sprinkler heads or other fire-control equipment located in Units. Residents must promptly report any damage to the fire-control system to the Resident Manager.
- 2.19 Draperies, curtains, shades or any other window coverings which are visible from the exterior of the building are not permitted to show any color other than light earth tone shades approved by the Association. Window coverings must be maintained in good condition and repair at all times.
- 2.20 Residents may not tint or alter any of the glass windows of a Unit in any way, unless using a professionally licensed installer and using clear window tints approved in advance by the Board in accordance with the Bylaws.
- 2.21 Residents shall maintain their storage lockers and their contents in clean, sanitary and pest- and odor-free condition. Food or other materials likely to attract insects or vermin may not be kept in storage lockers. Storage of gasoline, propane, turpentine, or other highly flammable material in storage lockers is strictly prohibited. Residents are strongly encouraged to keep ant and roach traps in their storage lockers at all times. Storage lockers are subject to periodic spraying, fumigation and other pest-control measures by the Association.

SECTION 3. COMMON ELEMENTS

- 3.1 All Common Elements of the Project shall be used only for their respective purposes for which they were intended as designed or as set forth in the Declaration. Appropriate attire and footwear must be worn in the Common Elements of the Project.
- 3.2 All Residents are strictly prohibited from accessing the Project's rooftops and mechanical, generator, electrical, and other utility rooms.
- 3.3 No Resident shall place, store, or maintain on walkways, roadways, grounds, or other Common Elements any furniture, packages, or objects of any kind or otherwise obstruct transit through such Common Elements. Supermarket carts are not permitted at the Project.
- 3.4 Except as otherwise specifically provided in these Association Rules, eating, drinking, or smoking is not permitted in any Common Element of the Project including, without limitation, lobbies, hallways, elevators, corridors, stairwells, waiting areas, and the parking garage.
- 3.5 The Collection is intended to be a smoke free Project. The smoking of tobacco (cigarettes or cigars) or any other substance on Lanais or in the Common Elements of the Project is strictly prohibited. Smoking within a Resident's Unit is permitted but only if the Resident takes reasonable steps to prevent smoke from infiltrating the Common Elements of the Project and

other Units in the Project. This includes excessive seepage out of windows or doors and penetrating neighboring units through ducts, chases or conduits.

- 3.6 Residents of the Midrise Units shall not access or use the Resident Facilities of the Tower Phase of the Project, including without limitation the facilities located on the roof of the parking garage, and shall not use the parking (including guest parking), storage or other common facilities designated for use of Tower residents.
- 3.7 No Resident shall alter or remove any furniture, furnishings, fixtures, or equipment from the Common Elements.
- 3.8 When moving furniture or other large objects, including construction materials related to interior Unit alterations or repairs, Residents must reserve a date and time with the Resident Manager, who will schedule the use of one of the loading zone stalls and one of the elevators at such times and in such manner as will cause the least inconvenience and disruption to others. Moving hours are between the hours of 8:00 a.m. through 4:30 p.m. on Mondays through Saturdays. Transporting of Christmas trees to and from a Unit requires a tree bag which can be obtained at the Resident Manager's office.
- 3.9 Repairs of a Motor Vehicle, boat, surfboard, or other equipment shall not be permitted on the Common Elements of the Project, including any parking stall.
- 3.10 Residents shall not place signs, in or on Unit or any Common Element of the Project except as may be approved by the Board.
- 3.11 The Common Elements are subject to video surveillance at all times. Covert cameras have been installed in various common areas including in the elevators and the intended use is for post-incident investigation, not deterrence.
- 3.12 No solicitation of any kind is allowed, including door to door, anywhere in the Project. Please report violators immediately to the Resident Manager.
- 3.13 No Resident shall cut, trim, damage, plant additional landscape, or remove any of the trees, plants, shrubs, groundcover, lighting, or other elements of the Project's landscaping.

SECTION 4. REFUSE

- 4.1 No refuse, garbage, or trash of any kind shall be thrown, placed, or kept on any Common Elements of the Project outside of the disposal facilities provided for such purpose.
- 4.2 All garbage must be securely bagged before being placed in the trash chute.
- 4.3 All recyclables, including glass, newspaper, cardboard, and certain plastics, shall be disposed of in receptacles designated for them. Recyclables may not be disposed of in the trash chute unless they are severely soiled.
- 4.4 No flammable, combustible, volatile liquid paint cans, spray cans, or other regulated hazardous materials are allowed to be disposed of in the trash chute. Such items shall be disposed of in accordance with applicable law.
- 4.5 Use of the trash chute on each floor is limited to between the hours of 8:00 a.m. to 10:00 p.m. daily.
- 4.6 Bulky items shall not be put into the trash chute(s), but shall be taken to the main trash room.

SECTION 5. PARKING

- 5.1 Parking in areas of the Project not expressly designated for parking is prohibited. Residents shall not under any circumstances or at any times park in or use parking stalls assigned to Commercial Units.
- 5.2 All parking located in the parking structure is reserved for the use of the Residents of the Units to which the parking stalls are appurtenant. No Resident shall use any parking stalls located in the parking structure other than the parking stall(s) which is/are appurtenant to such Resident's Unit, as designated in the Declaration, except as permitted under the Declaration or as permitted in writing by the Resident of the Unit to which the subject parking stall(s) is/are appurtenant or as otherwise duly authorized by the Resident Manager.
- 5.3 No Motor Vehicles shall be parked in the driveways, entrances, and exits of the Project and in any areas marked with red paint. The loading stall designated for use of Midrise Units may be used only for active loading and unloading of large or bulky items and or a period not to exceed 20 minutes. The loading stall is not for passenger pick-up or drop-off. The loading stall may be subject to a reservation system by the Managing Agent or other rules and regulations.
- 5.4 Motor Vehicles should be centered in parking spaces so as to prevent crowding of adjacent spaces and/or blocking of passages. No Motor Vehicle shall be parked so that any portion thereof shall protrude from the parking stall.
- 5.5 All persons shall exercise due caution in parking, loading, or unloading within the parking areas to avoid damage to other Motor Vehicles or property and injury to other persons.
- 5.6 Each Resident shall assume full responsibility for protecting his or her Unit, storage locker, Motor Vehicle (s), and the contents thereof from theft, robbery, pilferage, vandalism and other loss.
- 5.7 The parking areas shall not be used for playing or loitering.
- 5.8 Violators of the parking regulations set forth in this Section may have their vehicles towed away at their own expense; provided that Residents shall be responsible for authorizing the towing of unauthorized vehicles from such Resident's assigned parking stalls, and must sign all required authorizations for the towing of vehicles from such assigned parking stalls. If the violator is a guest, licensee or invitee of a Resident, the Resident shall be held responsible for payment of any fines or related charges not paid by the violator.
- 5.9 Guest parking stalls in the Project are for the use of guests of Residents only between the hours of 7:00 a.m. and 1:00 a.m. Each guest vehicle is permitted to park in a guest parking stall for a maximum of six (6) hours between the hours of 7:00 a.m. and 1:00 a.m. daily. Notwithstanding the foregoing, a guest may park a vehicle in a guest parking stall between the hours of 1:00 a.m. and 7:00 a.m. provided that the Resident obtains an overnight parking pass for such guest at the security desk located inside the lobby of the Tower. No Residents (except guests) may park in the guest parking stalls.
- 5.10 No personal property, other than Motor Vehicles, shall be stored in or on the Limited Common Element parking stalls appurtenant to any Unit. Any other items of personal property shall be stored or placed into any storage locker or storage room appurtenant to the Unit.
- 5.11 Residents shall be responsible for maintaining the respective parking stall(s) appurtenant to the Resident's Unit in a clean and safe condition, free from oil drips or other discharge from the Resident's Motor Vehicle(s). If at any time the Resident is provided with written notice from the Association that the Resident's parking stall(s) contain oil drips or other discharge the Resident shall, at Resident's sole cost and expense, arrange to have the parking stall(s) cleaned so as to remove such oil drips or other discharge within fourteen (14) days following the date of such

notice either by (a) the Association's maintenance personnel at a cleaning fee established from time to time by the Resident Manager, or (b) one of the vendors providing such cleaning service which have been approved for such cleaning services by the Association's Board or its Resident Manager from time to time. If the Resident fails to clean the affected parking stall(s) within such 14-day period, then, and in such event, the Association may (i) clean or arrange to have cleaned the parking stall(s) and charge the Resident for all costs incurred in cleaning the parking stall(s), and (ii) also assess the Resident of the Unit to which the parking stall is appurtenant a fine not to exceed \$100.00. The fine for failing to clean the parking stall as provided in this paragraph is subject to review and change by the Board from time to time.

- 5.12 Residents shall register their Motor Vehicles with the office of the Resident Manager or the Managing Agent.
- 5.13 Residents shall at all time while in the parking garage maintain safe and proper speeds and use headlights.
- 5.14 Washing or repair of Motor Vehicles in any of the parking stalls is prohibited.
- 5.15 Use of any electric vehicle charging stations provided by the Association shall be in strict accordance with posted Association rules regarding their use.
- 5.16 If any Resident desires to install an electric vehicle charger at the Resident's parking stall, the Resident must first secure Board approval of such installation. An application for such approval must include (a) written approval of the Owner(s) of the Unit to which the stall is assigned, (b) plans and specification for the installation of the charger, including a meter for measuring its electrical usage, prepared by a licensed electrical engineer designated or reasonably approved by the Board, (c) certification from the electrical engineer that the Project circuit on which the charger would be installed has the capacity for the chargers, and (d) reimbursement of any reasonable costs the Association may incur to secure its own professional evaluation of the application, provided that no other fee shall be charged for any proposed installation. The Board may disapprove any proposed charger if it reasonably determines that the charger is likely to exceed the capacity of the circuit on which it would be installed, or that the charger would otherwise jeopardize safety or the integrity of the Project's electrical system. If the Board approves the application, the charger may be installed by a licensed contractor in strict accordance with the approved plans and any rules, conditions and specifications adopted by the Board. Prior to such installation, and all times thereafter, the Owner of the Unit to which the stall is assigned shall provide the Board with a current certificate of insurance naming the Association as an additional insured under the Owner's homeowners' insurance policy. The Owner, and not the Association, shall be responsible for at all times maintaining the charger and any associated lines, conduits and connections in good and safe order and condition. The Association shall have the right to inspect the charging system and its meter. The Owner shall be responsible for all costs of metered electrical usage associated with the charger, which the Association may assess as part of the Owner's monthly assessment or as separate assessments.

SECTION 6. PETS & SERVICE ANIMALS

- 6.1 A maximum of two (2) dogs and/or cats may be kept or housed in each Unit as domestic pets (and not for commercial or breeding purposes). In addition, a reasonable number of small pet birds (such as canaries and parakeets) and fish may be kept as domestic pets in cages or aquariums within a Residential Unit. All pets shall be subject to the restrictions in the Declaration, Bylaws and these Association Rules. All other animals are banned from the Project, except as provided in the Declaration and Bylaws with respect to Service Animals as defined below.
- 6.2 Pets must be kept within the interior of a Residential Unit, not on its Lanai, and no animals may be placed or kept in storage lockers. Pets shall be walked only in exterior areas allowed by the Board. Pets are strictly prohibited from the Midrise Resident Facilities. Pets shall not be allowed

in the Common Elements except in transit to a vehicle or an approved exterior area. Pets outside of Units shall be carried or on a short leash. When outside a Unit all dogs and cats shall wear a collar with a tag or label with their owner's name and phone number.

- 6.3 No Resident shall permit his or her pet(s) to produce or cause any waste or unsanitary material or condition anywhere on the Common Elements, and any such waste or unsanitary material or condition shall be immediately removed and disposed of or remedied by such Resident.
- 6.4 Residents must register their dogs, cats and any service animals with the Resident Manager or Managing Agent. Each Resident shall pay an annual registration fee for each dog and cat to defray the Association's additional costs of dealing with pet-related issues, including cleaning associated with the presence of pets and maintenance of the pet registry. Such fee shall initially be \$75 per dog or cat per year.
- 6.5 Pets shall not be permitted to cause or create a disturbance to any other Owner or Resident, including but not limited to excessive barking by dogs. Any pet which, in the sole judgment of the Board, causes a nuisance, unreasonable disturbance or threat to the health or safety of any Owner, Resident or guest may be ejected from the Project; provided, however, that upon assessment of the severity of the nuisance, disturbance or threat caused by such pet, the board, in its sole discretion may give the pet's owner an opportunity to remedy the situation short of ejection. A tenant of a Unit owner must obtain the written consent of the Unit owner to keep a pet or pets in the Unit. Notwithstanding such consent, a tenant may keep only those types of pets which may be kept by a Unit owner.
- 6.6 Each owner of a pet or Service Animal and the owner of the Unit in which such pet or Service Animal is kept shall indemnify and hold the Association and the Board harmless from and against any and all claims, liabilities, or damages arising out of the presence of such pet or Service Animal in the Unit and the Project.
- 6.7 Any damage to the Project caused by a pet or Service Animal shall be the full responsibility of the owner of the animal and the owner of the Unit in which the animal is kept and the costs of repair or replacement shall be specially assessed to such person(s).
- 6.8 Certified guide dogs, signal dogs or other animals upon which disabled Owners or Residents depend for assistance ("**Service Animals**") shall be permitted to be kept by such Owners and Residents in their Unit and shall be allowed to walk throughout the Common Elements while on a short leash, provided that such animals shall at all times be accompanied by their owners while present upon the Common Elements. If such a certified guide dog, signal dog or other animal causes a nuisance or unreasonable disturbance or poses a threat to the health or safety of any Resident, the owner thereof will be given an opportunity to rectify the problem by measures which fall short of ejecting the animal from the Project. Ejecting the service animal will be required only if the Board reasonably determines that less drastic alternatives have been unsuccessful. If such animal is ejected, it will nonetheless be allowed to remain at the Project for a reasonable period of time agreed upon between the owner and Board. The owner will therefore attempt to find a suitable replacement animal, provided that the problem is controlled to significant degree that the continued presence of the animal during that time does not constitute an unreasonable imposition upon, or threat to the safety or health of other Residents or Project staff.

SECTION 7. NOISE

- 7.1 Residents shall exercise care in the use of musical instruments, radios, televisions, sound systems, amplifiers, etc. that may disturb other Residents.
- 7.2 Residents are prohibited from performing construction activity within their respective Units except during the following hours: Monday through Saturday: 8:00 a.m. through 5:00 p.m.

- 7.3 Residents of Units shall maintain quiet between 10:00 p.m. and 7:00 a.m. on weekdays (Sunday through Thursday nights) and 11:00 p.m. to 8:00 a.m. on weekends (Friday and Saturday nights).

SECTION 8. BUILDING MODIFICATIONS

- 8.1 No structural changes of any type by a Resident shall be permitted within the Common Elements except as permitted by, and in accordance with, the provisions of the Declaration and Bylaws.
- 8.2 Except as otherwise provided in the Declaration, Bylaws or these Association Rules, no signs, posters, signals, or lettering shall be inscribed or exposed on any part of the Units or Common Elements appurtenant thereto nor shall anything be projected out of any window or door or off any Lanai of any Unit, without the prior approval of the Board.
- 8.3 No Resident shall, without the prior written approval of the Board, install any wiring for electrical, data, or telephone installations, television antennae, satellite dish, machines, air conditioning units, other equipment, or appurtenances whatsoever on the exterior of the Project or protruding through the walls, windows, or roof of the Project; provided, however, that antennae covered by the FCC Antenna Rule (47 C.F.R. Part 1, Subpart S, Section 1.400 et seq.) may be installed in accordance with guidelines adopted by the Board from time to time.
- 8.4 No Resident of a Unit shall decorate the entry door of his/her Unit or any Common Element of the Project except in accordance with such standards and/or guidelines as may be established by the Board from time to time.
- 8.5 The Resident of a Unit may install one additional deadbolt on the entry door to such Resident's Unit, provided that such deadbolt and the installation thereof shall be in accordance with guidelines and specifications adopted by the Board from time to time.

SECTION 9. INTERIOR UNIT MODIFICATIONS/CONSTRUCTION WORK

- 9.1 Interior Unit Modifications. No alterations, modification or changes to a Unit shall be made or permitted by a Resident except as permitted by, and in accordance with, the provisions of the Declaration and Bylaws. The Declaration and Bylaws contain, among other things, restrictions on floor installations and any piercing of the concrete slabs located below and above each Unit.
- 9.2 Hours of Work. Construction activity related to interior alterations, modifications or changes to any residential Unit shall be allowed only on Monday through Saturday (excluding state and/or federal holidays) between the hours of 8:00 a.m. to 5:00 p.m.
- 9.3 Construction Parking. Due to the lack of available on-site parking, all contractors or laborers engaged in the construction of the interior improvements to a Unit are to be notified that off-site parking will be required unless such contractor arranges through the Resident Manager for on-site parking in certain designated stalls or areas. If on-site parking is provided and any contractors, their workers or subcontractors park in stalls or areas which were not specifically cleared through the Resident Manager, such vehicles shall be subject to being towed at the expense of the Resident of the applicable Unit and such Resident's contractor, worker or subcontractor.
- 9.4 Common Area Cleanup. It shall be a requirement of the work that all hallways and other Common Elements of the Project are cleaned of construction debris and other rubbish on a daily basis by any person or persons working on a Unit. No trash or other debris from the construction activity within a Unit shall be allowed or permitted to remain in the hallways or other Common Elements of the Project.
- 9.5 Trash Removal. The use of any of the trash chutes of the Project, containers or receptacles for disposal of construction trash or debris is strictly prohibited. The Resident and/or contractor shall arrange for removal of all such construction debris and other trash from the Project without use of

the Project's trash chutes, containers or receptacles. If this rule is violated, the Association reserves the right to charge the Resident for the cost of removal of any such construction trash or debris and/or to bar the offending contractor from entering onto the Project until satisfactory arrangements are made to remove such construction trash and debris and reasonable assurances provided to the Association that such violation will not re-occur.

- 9.6 Use of Specified Elevator Only. The contractor and all laborers engaged in the construction of the interior improvements to a Unit are to be notified by the Resident that they may only use the elevator specifically set aside for use by contractors and laborers and that use of any other elevator in the Project is prohibited for these purposes. If the contractor and/or laborers use any other elevator, the Resident shall be responsible for any and all damages and/or clean-up costs which may be caused or incurred by the Association as result of such improper use, and the Association and/or Resident Manager shall have the right to bar the offending contractor from entering onto the Project until satisfactory arrangements are made to remove such construction trash and debris and reasonable assurances provided to the Association that such violation will not re-occur.

SECTION 10. GENERAL

- 10.1 No Resident shall use or permit to be brought into or stored in the building or Common Elements, including, without limitation, the storage lockers located in the parking structure, any inflammable or combustible substances such as gasoline, kerosene, gunpowder, fireworks, or other explosives or anything deemed highly dangerous or hazardous to life, limb, or property.
- 10.2 Unit owners shall observe and adhere to these Association Rules and ensure that all Residents adhere to these Association Rules. Unit owners are responsible at all times for the reasonable conduct and decorum of their family members, lessees, tenants, guests, licensees, and invitees while at the Project.
- 10.3 Damage to the buildings or Common Elements by any Resident of a Unit shall be the responsibility of the Resident and Owner of such Unit and such damage shall be repaired at the expense of the Resident and Owner responsible.
- 10.4 Except as otherwise expressly provided in Section 12 of these Association Rules, surfboards, paddle boards (stand-up or otherwise), kayaks, and bicycles are not permitted on the residential floors of the Midrise, or in the Units. All surfboards, paddle boards (stand-up or otherwise), kayaks, and bicycles must be registered with the Resident Manager's office. Residents are encouraged to store bicycles and surfboards (not more than 9 feet in length) in the designated storage areas within the Midrise for bicycles and surfboards. With respect to any paddle boards (stand-up or otherwise) and kayaks, Residents may store them at the Project only in such manner and place(s) as may be authorized by the Board and/or Resident Manager from time to time, if at all.
- 10.5 Waterbeds, spas, Jacuzzis and hot tubs of any nature are prohibited in the Project.
- 10.6 Feeding of non-captive birds on Lanais or of any animals on any Common Elements of the Project is prohibited.
- 10.7 Climbing of walls, trees, fences and other Common Elements other than the Resident Facilities expressly designed for climbing is prohibited.
- 10.8 Use of fireworks of any kind anywhere on the Project site is prohibited.
- 10.9 Employees of the Association. At all times the employees of the Association shall be under the direction and supervision of the Resident Manager. The Resident Manager and/or Managing Agent shall implement the policies and procedures relating to the employees of the Association

adopted from time to time by the Board. No employee of the Association shall be asked by a Resident or guest to leave the Common Elements of the Project or to perform any tasks which are personal to the Resident and/or beyond the scope of the employee's employment with the Association.

SECTION 11. MIDRISE RESIDENT FACILITIES

- 11.1 The Midrise Resident Facilities are for the use only of Residents of Units in the Midrise.
- 11.2 The multipurpose rooms on the first floor may be reserved for private parties or events upon written request to the Resident Manager, and pursuant to the policies, reservation mechanics, and procedures relating thereto as established from time to time by the Board and as implemented by the Resident Manager. The policies and procedures shall be for the purpose of reasonably regulating, restricting and/or limiting the use of these areas for private parties. Depending on the size, location, and nature of the amenity, the Board may also restrict the number of persons who may occupy an amenity for an event. For all functions involving more than six (6) persons, a reservation shall be required. Unless the Board restricts use of an amenity to fewer persons, no more than twenty-five (25) persons are allowed as guests at any one time. A written request form is available in the Resident Manager's office. The combining of functions by two (2) or more apartments for the purpose of exceeding the guest limitations will not be permitted. The written request must be provided to the Resident Manager no less than three (3) working days, and no more than sixty (60) days prior to the scheduled function date, except for certain high volume dates (i.e., Fourth of July, Labor Day, New Years Eve) as determined by the Board for which special reservation requirements may be established. If the sponsoring Owner intends to serve or have available alcoholic beverages at such party, then in addition to any other policies and procedures adopted by the Board, the Owner may be required to provide evidence of appropriate and adequate liability insurance coverage for such scheduled function, including liquor liability, naming the Association as an additional insured thereunder. A deposit may be required for all reservations as may be determined by the Board from time to time.
- 11.3 A maximum time of four (4) hours is allowed for reservations between the hours of 8:00 a.m. to 10:00 p.m. All functions must be completely finished, cleaned up and vacated by the end of the scheduled function and in any event, no later than 10:00 p.m. With the prior approval of the Resident Manager, a Resident may be permitted to extend a function beyond four (4) hours (but not beyond 10:00 p.m.) if no other reservation has been made. If after thirty (30) minutes of the reserved time the area has not been claimed, the reservation will be automatically cancelled and the area may then be used on a first-come first-served basis.
- 11.4 The laundry facilities on the first floor of the Midrise are intended primarily for washing of large items; Residents should use the laundry facilities inside their Units for routine laundry needs. No Resident may use the laundry facilities on the first floor for more than three (3) hours on any day. Laundry shall not be left in the washers or dryer for more than 15 minutes after the machines have finished their cycles. Laundry may not be hung to dry in the common laundry room. Residents are responsible for supplying their own laundry detergents and other supplies, which may not be left in the common laundry rooms. Only common detergents and laundry products may be used. Other cleaners, dyes or products shall not be used in the common laundry facilities.
- 11.5 All persons shall comply with the requests of the Resident Manager and/or Association staff with respect to matters of personal conduct in and about the Midrise Resident Facilities and other Common Elements. The Resident Manager and other employees of the Association, including the security personnel, are authorized to require any person using any of the Midrise Resident Facilities to identify himself or herself by name and Unit number and, if a guest, to give the name and Unit number of the host Resident and to confirm, if required, the physical presence of the Unit owner or Resident acting as host.

- 11.6 No animals (except for Service Animals permitted under the Declaration and Bylaws) are allowed in or around the Midrise Resident Facilities.
- 11.7 All persons using any of the Midrise Resident Facilities are required to exercise due care to preserve the functionality and appearance of said facilities. All trash and personal belongings must be removed after use of any Midrise Resident Facility, and the Board may assess Residents who fail to do so for the costs incurred as a result, including Association staff time for any clean-up. All Residents acknowledge and agree that the Resident Manager may issue supplemental rules governing the use of the Resident Facilities which are not inconsistent with these Association Rules.
- 11.8 Anyone violating these rules may be asked by the Resident Manager to promptly leave the area.

SECTION 12. STORAGE FACILITIES – BIKES AND SURFBOARDS

- 12.1 Bicycles may be stored by the Residents in the bicycle storage area(s) provided in the Midrise building. In order to use the bicycle storage area the Resident must register his/her bicycle with the Resident Manager and obtain a Project sticker to affix to the frame of the bicycle. The Resident at all times shall maintain a current license from the City and County of Honolulu for any bicycle stored in the Project's bicycle storage area. If the demand for use of the Project's bicycle storage area exceeds the space available in the bicycle storage area the Resident Manager may implement a lottery system for assigning space in the Project's bicycle storage area to the Residents. If any Resident lets the bicycle license with the City and County of Honolulu lapse or otherwise is determined by the Resident Manager to have abandoned the bicycle stored in the Project's bicycle storage area, then, and in such event the Resident Manager shall be authorized to provide written notice to the Resident to remove such bicycle from the Project's bicycle storage area and if the same is not accomplished within thirty (30) days after notice to the Resident's registered contact address with the Resident Manager, then the Resident Manager shall have the right (but not the obligation) to without further notice or warning remove the bicycle from the Project's bicycle storage area (including cutting any lock), dispose of the bicycle and make such space available to another Resident within the Project. The bicycle storage area may not be used for parking or storage of mopeds, motor scooters, segways, or other powered vehicles or devices.
- 12.2 Limited storage for surfboards up to a length of nine (9) feet is provided within the Midrise for Residents of the Midrise only. In order to use the surfboard storage area and racks the Resident must register his/her surfboard with the Resident Manager and obtain a Project sticker to affix to the assigned slot of the surfboard storage rack. If the demand for use of the Project's surfboard storage racks exceeds the number of slots available in the surfboard storage area and racks the Resident Manager may implement a lottery system for assigning slots in the Project's surfboard storage area and racks to the Residents. If any Resident is determined by the Resident Manager to have abandoned the surfboard stored in the Project's surfboard storage area and racks, then, and in such event, the Resident Manager shall be authorized to provide written notice to the Resident to remove such surfboard from the Project's surfboard storage area and racks and if the same is not accomplished within thirty (30) days after notice to the Resident's registered contact address with the Resident Manager, then the Resident Manager shall have the right (but not the obligation) to without further notice or warning remove the surfboard from the Project's surfboard storage area and racks (including cutting any lock), dispose of it, and make such slot available to another Resident within the Project.
- 12.3 Residents are discouraged from storing their bicycles and/or surfboards in their Units, rather than in the bicycle storage and surfboard storage areas provided in the Project. Residents are prohibited from transporting their bicycles and surfboards to and from their Unit by means of the designated passenger elevators and/or the internal fire escape stairwell and may only use the designated "freight" elevator within the Project for such purposes.

SECTION 13. EXPENSES OF ENFORCEMENT

- 13.1 Every Resident shall be liable for and pay to the Association promptly on demand all costs and expenses including reasonable attorneys' fees incurred by or on behalf of the Association in enforcing any provisions of the Declaration, Bylaws, or these Association Rules against such person.
- 13.2 Every Resident shall for and pay to the Association promptly on demand all costs and expenses, including reasonable attorney's fees incurred by or on behalf of the Association in remedying or rectifying a violation of any provisions of the Declaration, Bylaws, or these Association Rules which pose an imminent risk of bodily injury to others or property damage to the Common Elements and/or a Unit or Units.

SECTION 14. FINES

- 14.1 The violation of the Declaration, the Bylaws, or any of these Association Rules by a Resident shall give the Association, through the Board, the Managing Agent or the Resident Manager, the right, in addition to any other remedies, to levy a fine against the owner of the Unit of the responsible Resident. Fines duly imposed but unpaid shall constitute a lien on the owner's Unit that may be foreclosed upon in like manner as a lien for unpaid assessments to collect the unpaid amount. The Association also has the right to pursue any action to recover a money judgment for any unpaid fines without foreclosing or waiving the lien.

- 14.2 The fine for any violation shall be as follows:

14.2.1 First offense a written citation with a copy of said citation being sent to the Unit owner if the offender is not the Unit owner.

14.2.2 Second offense a written citation and \$75.00 fine, which will be assessed against the Unit owner.

14.2.3 Third offense a written citation and \$150.00 fine, which will be assessed against the Unit owner.

14.2.4 Fourth and subsequent offenses a written citation and \$250.00 fine for each occurrence, which will be assessed against the Unit owner.

If the violation is not corrected within thirty (30) days after the date of the written citation, the fine will be increased by twenty dollars (\$20.00) per day from the thirtieth day until the violation is corrected.

- 14.3 A fine will be imposed for any second and subsequent violation, even if that violation involves a different provision of the Declaration, Bylaws, Association Rules or other governing document than did the first or subsequent violation(s). The progression of offenses described in Section 14.2 above shall not require that each separate offense be of the same nature as the previous offense.
- 14.4 After twelve (12) months, a paid fine shall be removed from a Resident's record and shall not be used in calculating subsequent violations.
- 14.5 The Managing Agent, the Resident Manager and their staff, as agents for the Board, are authorized to issue written citations and levy fines.
- 14.6 Appeal of Citations and Fines. The person penalized (herein called the "**offender**") may appeal from the fine or penalty imposed by the Board, the Managing Agent, or the Resident Manager as follows:

- 14.6.1 Notice of Appeal. The offender may appeal such penalty within thirty (30) days after receiving notice thereof, by filing with the Secretary a written notice of appeal and the reasons therefor. The filing of a notice of appeal shall not halt the accrual of any ongoing fines or penalties which are the subject of the appeal. However, the Board may waive or rescind all or part of the aforesaid fines or penalties at the time of the hearing of such appeal.
- 14.6.2 Time for Hearing Appeal. All appeals shall be heard at a meeting of the Board within ninety (90) days after the notice of appeal has been filed with the Secretary.
- 14.6.3 Procedure. The causes of the fine or penalty shall be reported in writing by the Board, the Managing Agent or the Resident Manager at such meeting, with a statement of the facts on which the fine or penalty was based, a copy of which shall be furnished to the offender at least ten (10) days before the meeting, at which time a copy thereof shall also be filed with the Secretary. The offender shall then present at such meeting his or her defense in writing, to which the Board or its designee may reply orally. The offender or any one owner or other person on his or her behalf may then respond, and the Board or its designee may again speak in support of the fine or penalty imposed. Thereafter, no further discussions, except among the Board itself, shall be allowed.
- 14.6.4 Disposition of Appeal. The Board shall vote as to whether the fine or penalty shall be affirmed. If a majority of those present vote in the affirmative, the fine or penalty shall stand and shall be remitted by the offender in full within seven (7) days of the date of such meeting. If less than a majority of those present vote in the affirmative, then the fine or penalty shall thereby be rescinded.

SECTION 15. NON-DISCRIMINATION POLICY; SUPPLEMENTS AND AMENDMENTS OF ASSOCIATION RULES

- 15.1 Pursuant to Hawaii Revised Statutes Chapter 515, Title VIII of the Civil Rights Acts of 1968 as amended by the Fair Housing Amendments of 1988, and our non-discrimination policy, the Association does not discriminate on the basis of race, sex, color, religion, marital status, familial status, ancestry, disability, age or HIV (human immunodeficiency virus infection) in housing or real estate transactions. It is our policy to extend to all individuals the full and equal enjoyment of the advantages, facilities, privileges and services consistent with Hawaii Revised Statutes Chapter 515 and the Federal Fair Housing Laws. When providing services and facilities or enforcing the Declaration, Bylaws and Association Rules at the Project, the Association and the Board will not allow discrimination, except as permitted by law. In particular, the Association and the Board will not treat any person unequally: (a) In granting or withholding any approval or consent required under these Association Rules; (b) In enforcing requirements of the Association Rules about occupancy restrictions or use of the Midrise Resident Facilities, which might unlawfully restrict families with children; (c) In connection with requests of disabled Residents, guests or visitors of the Project to have Service Animals; except that if the animals become a danger or unreasonable nuisance to others they will not be permitted at the Project and will have to be removed; and (d) In processing requests of disabled Residents to: (i) make reasonable modifications to a Unit or the Common Elements at their own expense; and (ii) have reasonable exemptions from requirements of the Association Rules to enable those Residents to have full use and enjoyment of the Project. The Board will suspend any requirement of the Association rules, which, if enforced, could result in unlawful discrimination.
- 15.2 Except to the extent expressly proscribed or limited by the Declaration, the Bylaws or these Association Rules, the Board reserves the right to (a) make supplemental rules covering specific areas of the Resident Facilities and other Common Elements of the Project, and/or (b) amend these Association Rules from time to time by action of the Board as it deems appropriate in order to promote the safety, care, and cleanliness of the Project, to better regulate and control the use of, and to ensure the comfort and convenience of all Residents, so long as such supplement

and/or amended rules are not inconsistent with any applicable laws, ordinances, codes, rules or regulations applicable to the Property and/or its management or operation, and the Declaration or Bylaws.


CERTIFICATE OF ADOPTION

The Board hereby adopts the foregoing as the Association Rules for The Collection, as of June 30, 2014.

ASSOCIATION OF UNIT OWNERS OF THE COLLECTION

By: THE COLLECTION LLC
a Hawaii limited liability company

By: A & B Properties, Inc.
a Hawaii corporation
Its Manager

By 
Richard B. Stack
Its Senior Vice President