



OWNER USE RULES AND REGULATIONS

The undersigned agrees that Unit _____ located within Lake Buena Vista Resort Village & Spa, Village I, II, III, or IV, and as such, the use of the unit among other things, is governed by the Condominium Documents for the Village in which the unit lies as well as the resort's Master Association Documents.

The undersigned further stipulates to the following:

- Both the lock and the entrance door of the Unit belong to the SCU Owner (as defined below) and not the individual Residential Unit Owner ("Unit Owner") and cannot be modified in any manner. The locks are part of the Life Safety Systems and Owner cannot alter the lock or install any other lock, chain or device on the door.
- The Association and/or Lake Buena Vista Resort, LLC ("NCL Owner" or "SCU Owner") maintains the irrevocable right to have access to each Unit from time to time during reasonable hours as may be necessary for; pest control purposes, life safety equipment checks, maintenance or repairs, and for the maintenance, repair, or replacement of any Common Element or any portion of a Unit or at any time and by force, if necessary, to prevent damage to the Common Elements, the Association Property or to another Unit or Units.
- Pursuant to the governing documents for the property, the Unit Owners' right to use the recreational facilities located on the Shared Facilities is subject to the right of the NCL Owner to charge "Resort Fees" which is defined as "admission and other fees for the use of and access to any recreational facilities and other areas within the Shared Facilities." Effective May 01, 2026, the NCL Owner currently charges a Resort Fee of \$23.95 per night. Unit Owners, not guests or non-owner occupants of units, are charged this fee. This amount is subject to change at any time, with 15-day notice of such change. Any Unit Owners who participate in the on-site rental program, the Resort Fee is paid on unit owners' behalf.
- The governing condominium documents provide the NCL Owner the right to require mandatory check-in procedures for all users of condominium units. The NCL Owner has established mandatory check-in procedures regarding the use of the condominium units and can assess the Unit Owners an "Access Fee" each time a unit is occupied by any person who is not a "Permitted Occupant", including guests, to offset the costs to the NCL Owner of establishing and implementing the check-in procedures and other rules and regulations governing rentals and for the services provided in the areas of reservations, check in and check out services. Permitted Occupants are essentially Unit Owners or friends or families of Unit Owners; provided, however, that even Permitted Occupants are required to pay the Access Fee for any occupancy greater than fourteen (14) nights per year. Effective May 01, 2025, the Access Fee charged to Unit Owners is \$48.02 per night. The Access Fee is subject to change annually, but in no event can increase more 10% per calendar year. Unit Owners, not guests or non-owner occupants of units, are charged this fee. Any Unit Owners who participate in the on-site rental program, the Access Fee is paid on unit owners' behalf.

- Unit Owners who do not utilize the on-site rental program must hold proper state and county licenses for transient rentals and must provide evidence of such licenses to Lake Buena Vista Resort and Spa Management, LLC ("Manager") on behalf of the NCL Owner. Unit Owners must comply with all requirements to hold such license, including but not limited to sanitation requirements, signage and balcony inspections. Keys will not be issued for any unit that does not have or holds an expired license. Unit Owners that do not utilize the on-site rental program must obtain their own state tax certificate and county tax certificate and must provide such license to Manager on behalf of the NCL Owner. Unit Owners who do not utilize the on-site rental program must notify Manager (on behalf of the NCL Owner) by email at ownerreservations@lbvorlandoresort.com at least 48 hours in advance of the occupancy of anyone who will be checking into the unit – including Unit Owners, family members, friends of Unit Owners, guests, vendors, or contractors. Such Unit Owners must provide the intended occupant's name, complete address, check in date, and check out date. Keys shall be issued by the reception/check in to the Occupant for the length of the stay. On the check-out date, the occupant must return the key(s) or a fee will be assessed in the amount of \$4 per missing key. Unit Owners, not guests or non-owner occupants of units, are charged this fee.
- Occupants must utilize the parking passes issued to occupants to park on the property. Any unauthorized parked cars will be towed. Further, their room key will not be tied to a folio, and they will not be able to make room charges at any location throughout the resort on their room key.
- Unit Owners who do not utilize the on-site rental program are required by the governing documents to utilize services provided by the Manager, including, but not limited to, hotel-related services including solicitation and/or provision of housekeeping, general maintenance, personal services (i.e. massage, personal training, dry cleaning, etc.), and/or food and beverage services, provided by the Manager. Off-site housekeepers, contractors and vendors will not be permitted on the property without the permission of the Manager. Owner shall be responsible for costs of housekeeping and all other costs associated with such services if not paid directly by the Guest. The current Manager's Management Services Fees are attached as Schedule 1.
- Each Unit Owner must have comprehensive public liability Insurance in the minimum amount of \$1,000,000 single limit per occurrence. Certificates of Insurance must be provided naming Lake Buena Vista Resort Village (X), a Hotel Condo Association, Inc., Lake Buena Vista Resort, LLC, LBVR Management, LLC, and Lake Buena Vista Resort and Spa Management, LLC, as additional insured. Certificate must confirm cancellation of policy will be delivered to all certificate holders. Valid certificates, including expiration dates must be provided for Manager to issue any keys.
- There are specific requirements that must be met for work to be performed in the Unit and guidelines for the use of the Unit. This is true of all exterior doors, windows and the balcony of the Unit to include window treatments of any kind and balcony furniture. Any contemplated work to be done in the Unit cannot be visible from the outside of the building.
- In order for any and all work to be performed in the unit, the NCL Owner/SCU Owner will need to have a scope of work presented so that compliance with the various provisions of the governing documents are properly met. This would include providing any and all proper licensing of contractors performing any work in the Unit as required below and Certificates of Insurance evidencing proper insurance as required below.

- Each contractor/vendor utilized by a Unit Owner must have comprehensive public liability Insurance in the minimum amount of \$1,000,000 single limit per occurrence for each said contractors/vendors and statutory workers compensation insurance. Certificates of Insurance must be provided naming Lake Buena Vista Resort Village (X), a Hotel Condo Association, Inc., Lake Buena Vista Resort, LLC, LBVR Management, LLC, and Lake Buena Vista Resort and Spa Management, LLC, as additional insured. Certificate must confirm cancellation of policy will be delivered to all certificate holders. Valid certificates, including expiration dates must be provided for Manager to issue any keys. Prior to any work being done, Unit Owner must have written acknowledgement and permission from Manager.
- Any contractors or vendors that a Unit Owner desires to utilize or provide any type of service for their Unit must provide evidence of any required licenses to carry out their activities. Such contractors and vendors must check-in with the front desk prior to being allowed to use a unit and Unit Owner's must notify Manager at least 48 hours in advance of such work by email at ownerreservations@lbvorlandoresort.com. In addition, all contractors or vendors must check in at the front desk and provide ID as well as a color copy of the ID to the front desk. The front desk will issue a key to the unit for the described time as provided for by Unit Owner. The contractor or vendor must return the key(s) or a fee will be assessed in the amount of \$4 per missing key. Unit Owners are charged this fee rather than the contractor or vendor.
- Unit Owner will ensure the following notice has been given at the time of their guests' reservation and acknowledged by their guest:

The Guest will adhere to all governing documents of the association to include, but not limited to, the No Pet Policy, procedure for the removal of in unit trash, smoking policy of the property, and allowable noise levels. Further, the Guests room key will not be tied to a folio and able to be make charges on their room key. Guest will be issued a parking pass to park on the property and must utilize such pass. Any unauthorized parked cars will be towed.
- Unit Owner agrees and understands that the name "Lake Buena Vista Resort Village and Spa" and "Lake Buena Vista Resort" cannot be used in any marketing for short term rentals. Further, images of the resort, including all amenities of the resort located in the resorts marketing material, to include web site, are the property of Lake Buena Vista Resort and Spa Management, LLC and may not be copied or used in any manner without the expressed written consent of Lake Buena Vista Resort and Spa Management, LLC.

ACKNOWLEDGEMENT OF OWNER USE RULES

By execution of this Acknowledgement of Owner Use Rules, Unit Owner confirms their understanding of these Owner Use Rules and that the failure to comply with the Owner Use Rules will result in fines. Owner acknowledges that all marketing of their Unit will comply with required listing policies and procedures (as an example – AirBNB), the governing documents of the property, and the Owner Use Rules.

Signature Page to Follow

Unit Owner

Print Name

Signature

Date

Witness

Print Name

Signature

Date

Witness

Print Name

Signature

Date

Schedule 1

The current Manager's Management Services Fees effective as of May 1, 2025

Housekeeping Fees –

Two Bedroom, Two Bath Unit – \$134.12
Three Bedroom, Two Bath Unit – \$171.04
Three Bedroom. Three Bath Unit – \$207.95
Four Bedroom, Small – \$244.87
Four Bedroom, Large – \$331.00

Linen Fees – Only Resort provided linen will be used.

Two Bedroom, Two Bath Unit – \$36.92
Three Bedroom, Two Bath Unit – \$49.22
Three Bedroom. Three Bath Unit – \$55.37
Four Bedroom, Small – \$73.83
Four Bedroom, Large – \$73.83

Linen Replacement – Resort bills for linen replacement on a quarterly basis.

Owner to supply all guest kitchen and bath amenities, kitchen utensils, bedspreads, pillows, pillow and mattress protectors.

In-Unit Maintenance – Billed at \$67.68 Per Hour, in 30-minute increments, plus the cost of any associated parts.

These fees may be amended by Manager in its sole discretion.

Unit Owner

Print Name

Signature

Date

Witness

Print Name

Signature

Date

Witness

Print Name

Signature

Date