

Work Room Rules

Guidelines for Donation

1. The Board must approve the donation of all tools before they are stored in the Work Room. **The Board has delegated approval of all donations to the Bel Mare Maintenance Supervisor until rescinded.**
2. Prior to donation, Tools must be in safe working condition
3. All tools and supplies must be kept neat and organized
4. No dangerous or Hazardous materials may be stored in Work Rooms
5. Any Resident may use any tools or supplies stored in Work Rooms
6. All Power Tools will be locked to restrict unauthorized access
7. The Association takes no responsibility or liability for any loss, damage or theft of anything stored in the work rooms
8. The Association will be held harmless of any liability of loss or injury arising from the use of tools or activities in the work room
9. As with all Association property, and pursuant to our condo docs item 11. "The activities and behavior of all children... when on condominium property shall be regulated by an adult including physical supervision..."
10. Management or the Board may require the removal of any or all tools that are not stored in a manner consistent with these rules.
11. The Board may modify these rules and may also discontinue the tool storage altogether, with a majority vote of the Board of Directors.
12. Tools that are not approved for donation by the Board shall be removed upon completion of their use by an owner.
13. Owners shall remove all equipment, tools not donated and anything associated with their work from the Work Rooms within a reasonable time.
14. Tools not donated for the use of the residents and approved for donation shall not be stored indefinitely in the Work Rooms.
15. Owners using the Work Rooms are expected to leave the Work Rooms clean after they have completed their work.
16. Owners wishing to use donated power tools may receive a combination or key to the locking mechanism on the tool, and locks shall be placed on donated tools before the end of each day and when work is completed.
17. Attached is a form required for submission of any donated tool. Owners cannot store tools in the Work Rooms until the donation has been approved.

Request For Approval of Tool Donation

I hereby request approval from the Bel Mare Condominium association to donate the below listed tools for use by residents.

Description

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Name _____

Building Work Room Number 1() 2() Unit Number _____

Date Requested _____

Date Approved _____