

Cormorant Landing

Guard House and Front Gate Sign usage policy

Date: January 1st, 2015

This document describes the usage policy for the Guard house and front gate sign.

The Guard house exists specifically to provide a place for the Guards to perform their duties.

These duties include but are not limited to:

- Control of resident and non-resident access to the community
- The management of resident guest access information
- Resident signup for use of the Tennis court
- Provide to, or receive items from residents as directed by the Board

Note: The Board may direct residents to pick up or deliver Association items, such as “ARB requests” from the Guard house

Only Guards or Board members are to enter or inhabit the Guard house, unless otherwise specified by the Board.

The Guard house and Guards do **NOT** to act in the capacity of:

- “a residents personal drop box” – that is acceptance or delivery of any parcels
- Post office – No mail delivery or acceptance of mail
- Bank – No collection of money
- Concierge service

The Guards do **NOT** sign for or accept deliveries from vendors such as UPS or FedEx.

The front gate sign is for the exclusive use of the Board to provide Association related messages to the community.

Thanks,
The Cormorant Landing Board