

Chapter 1



Welcome to Troon

Welcome to Troon! We are so glad you chose to live in our neighborhood. To help you adjust to our community we've prepared this handbook to guide you through the transition, assist you in learning the project rules, and provide helpful information about your unit and the condominium association.

If you have any questions, feel free to contact our property management company or any of the current board members.

FIRST THINGS FIRST! PLEASE TAKE THE TIME TO:



Contact the Troon property management company to find out how to pay your monthly maintenance dues and provide them with:

- Your name, address and phone number for their records
- An alternate contact phone number in the event you are unavailable during an emergency
- A copy of your deed
- Name and address of your mortgage company, if any
- Go to: troonhomeowners.com to review or print this handbook. You may also go to the Town Square app "Documents" tab to view or print the handbook.
- Request a key to the pool and community center from a board member if the previous owner did not hand over the keys. (There is a small fee associated with this request for key replacement.)

MOVING REMINDERS:

- Send change of address to: Post office (give forwarding address), charge accounts and credit cards, subscriptions (change notice requires several weeks), and friends and relatives.
- Contact gas, electric, cable TV, newspaper, and telephone companies in new location to arrange for immediate service. (Water, sewer, and trash pick-up services are provided by the Troon Homeowners Association.)
- Contact your insurance representative to provide proper coverage for your personal belongings and interior improvements to your unit. Your maintenance fees include coverage on the structure and exterior improvements of your condominium. **Send a copy of your declaration page to the Troon property management company.**
- Discontinue deliveries, electricity, water, gas, newspapers, and garbage collection, etc., at your previous residence.
- Transfer car title registration, if necessary, as well as driver's license and motor club membership.
- Check on personal items that may be at the photo shop, bank safe deposit box, neighbor's house, on lay-a-way or in the repair shop (e.g., shoes, jewelry, small appliances or clothing).

SELLING REMINDERS:

- Disclose all known and modifications to your home (solar tubes, satellite dishes, trees or shrubs that have been added or changed). The homeowner is responsible for all maintenance, repair and upkeep related to the modification(s) whether it be on the interior or exterior of the unit. This responsibility will transfer to the new owner. The Homeowners Association has been released from any responsibility regarding problems related to modifications.
- Give the Troon Handbook to the new owner if you have a printed copy or advise them how to access online through the Troon webpage or the Town Square app.
- Give all keys (including the community center and pool keys) to the new owner.

A NOTE ABOUT CONDOMINIUM LIVING

Condominium living is different from owning or renting a single dwelling home or apartment because of the dual nature that comes with Unit Ownership. Condominium owners hold ownership over their respective units but each one shares responsibility for the operating costs and maintenance of the shared elements in the property. By choosing to live in a condominium, you are choosing to accept and follow the standard rules and regulations unique to Troon. Basically, when you buy a condo, you do not own the land beneath the building, you simply share an interest in it. You own the space between the walls of your unit and share ownership of the common areas with other owners.

Since condominium living requires a community approach to living, we all need to:

- Follow the rules set out in the documents of this handbook.
- Ask questions before you act if you are unsure about a rule.
- Support community efforts to keep our neighborhood safe and beautiful.
- Keep informed through the periodic newsletters, annual meeting information and website.
- Treat your neighbors with respect and courtesy.
- Consider volunteering for something of interest that will serve your community.