

Belle Terre Business and Professional Center

Signage Policy

(As Amended 4/29/15)

All proposed signs must be presented and approved by the association Board of Directors before installation. An actual color mock-up of the proposed sign with physical measurements must be provided no less than thirty(30)days prior to the desired approval date. Any of the existing grandfathered signs must be brought into compliance in the event of unit ownership and/or tenancy change. Both unit owner and tenant are responsible under this policy.

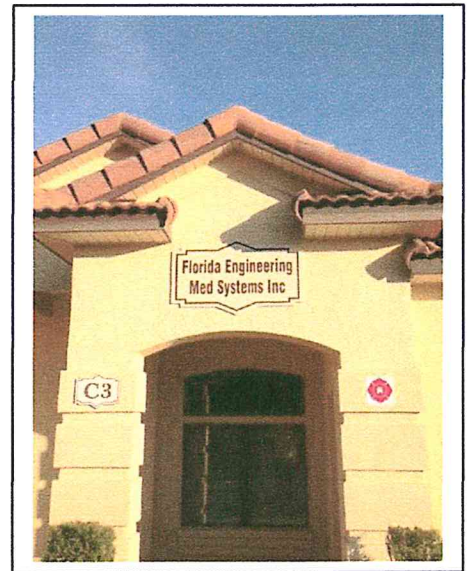
The Board of Directors in an effort to provide a common theme to the complex have adopted the following guidelines for all future signage.

1. Standard Display Board Sign(Preferred)

Our preference is for each business to display their company sign in a manner as shown in this picture.

This sign shall be no wider than 47 inches and no higher than 28 inches from peak to bottom. Letters are to be mounted on ½ inch PVC. Color and font of background and letters are subject to approval by the association.

You are responsible for installation and removal of the sign if your business leaves the complex. You are also responsible for any touch-up painting that maybe required with installation or removal. If sign removal and/or touch up painting is not completed within the earlier of 30 days of the association's request or your moving from the complex, the association will complete services and bill them to you.

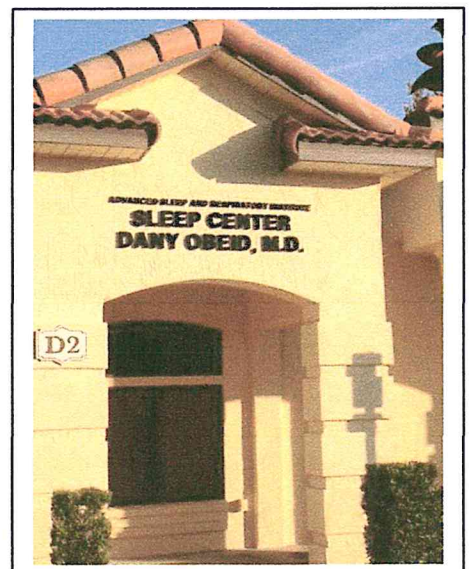


2. Individual Letters Sign

This sign shall encompass an area no larger than the width inside of the columns (69 inches)and occupy no more than 24 inches of total height. Color and font of the letters are subject to approval by the association.

You are responsible for installation and removal of the sign if your business leaves the complex. You are also responsible for any wall repair and touch-up painting that maybe required with installation or removal. If sign removal and/or touch-up painting is not completed within the earlier of 30 days of the association's request or your moving from the complex, the association will complete services and bill them to you.

In the event we repaint the complex, you will at your expense remove and reinstall all letters.



3. Grandfathered Signs

During the recession, the association allowed certain signage in an effort to help promote the development of the complex and the sale of the units. Some of these signs fall outside the scope of our current Sign Policy and are considered “grandfathered”.

The association has a photographic record of all existing signs that are considered “grandfathered”. If these signs become torn, weathered, unsightly (in the opinion of the association) or in need of correction or replacement, they must be removed and brought into compliance with the current Sign Policy.

Any of the existing grandfathered signs must also be brought into compliance in the event of unit ownership and/or tenancy change.

4. Other Signage / Banners / Etc...

Certain tenants may be required to display regulatory information or signage. As an example, an investment firm must display the SIPC sticker and broker dealer affiliation; a Realtor must display their broker affiliation information. Such regulatory information or signage must be affixed only to the window under the portico and adjacent to the entry door. The information contained in these regulatory signs / displays must be of a minimum size to convey the information required.

Security signs (indicative of alarm company monitoring) may be displayed as a window sticker to be affixed to the window under the portico and/or the back windows of your unit. Any other unit owner/tenant signs displayed on the outside of the building will be removed by the association.

Tenants are allowed to post their hours of business (in no more than 1” letters), an “OPEN” sign or a sign of not more than 12” x 12” containing hours of business on the window under the portico. A lighted sign must either be in the on or off position. In no event shall this sign flash or be on an intermittent on/off setting. The association reserves the right to request the removal of any sign which in its sole discretion it considers to be inconsistent with a professional office complex.

No signs, banners or other information are to be displayed by Unit Owners or Tenants on the front three windows of any unit at any time. This includes any sign or item that is attached to or so situated that it is clearly visible from the outside of the building. The association reserves the sole right to determine what items are considered clearly visible from the outside of the window under this provision.

5. The association reserves the right to put up any signage in the common area that has been approved by the Board of Directors.