



THE REGENCY SQUARE

Welcome!
Here is your guidebook
to gracious living at The Regency.

Within the following pages will be found the answers to most questions which commonly arise. Should you require additional information, just call the Office: 513- 871-0100, between 8:30 a.m. and 5:00 p.m. Monday through Friday.

**Or catch us on the web at
<http://www.regencycondos.com>**

AMENITIES

Together, the Regency Tower and Regency Square comprise a complex acknowledged to be the finest of its kind in this part of the country. As a resident of Regency Square, you have the advantages of total privacy, spacious lawns, your own patios or deck for entertaining, gardening and secluded relaxation.



In addition, all the amenities and services of The Regency Tower, next door, are yours to enjoy. These include the valet shop (dry cleaners), beauty salon, and Hermitage Room (party room). In the basement there is a service area with vending machines that dispense soft drinks, hot items and snacks and a laundry room with extra large machines.

ON THE GROUNDS

You will enjoy exploring the level and gently rolling terrain surrounding The Regency Tower and the beautifully landscaped lawns of Regency Square. They provide opportunity for secluded strolls without having to leave the premises. Situated on the former 18-acre Wulsin estate, The Regency is considered by many to be the finest condominium complexes in southern Ohio and one of the most appealing in the nation. The building is buffered from the noise of Madison Road by 1500 feet of well manicured lawn in Cincinnati's most desirable suburb, Hyde Park.



A privacy wall provides additional buffering from Dana Avenue street noise. It is a superlative location with virtually every kind of shopping within a half-mile radius; also downtown and other suburbs are within minutes of I-71/I-75, just around the corner.



A large swimming pool, screened from public view, is yours to enjoy for a seasonal charge. The pool is staffed by a lifeguard during stipulated hours throughout the 16 week swimming season. The management does reserve the right to limit guests in the pool area on occasions.



PARKING

Ample parking is available free of charge adjacent to your townhouse or apartment. A Regency parking sticker must be displayed on the windshield. Do not park where it would constrict traffic flow, such as in the Fire Lane, or in front of the gates from Dana Avenue, which would be used by the Fire Department. The Fire Lane should not be used for through traffic. Please turn off engines while unloading in the Fire Lane to reduce exhaust intake by neighboring homes.

The front entry of the Tower must serve the Fire Department as well as the residents. For this reason, parking rules in the Tower entry drive (and elsewhere) must be consistently enforced. They are:

1. No parking at the front door, unless valet parking is being used.
2. No parking at any time along the yellow curb next to the Tower.
This is a Fire Lane and must be kept open at all times.
3. Resident parking is in Lots 1 or 2, or lower front drive, or any unoccupied space at the Square.

Please drive carefully and slowly around the Square, observing the 15 M.P.H. speed limit. With the traffic flow now one-way, it will be appreciated if we are all alert for children, pedestrians and pets.

EMERGENCIES



IN EVENT OF FIRE

Vacate your home immediately (smoke and gases are dangerous). **Call 911!** Give them your name and address. Notify the Tower doorman at 871-0100 so that he can direct and assist arriving Fire Department personnel, and notify the on-call maintenance man. Notify your neighbors.

IN EVENT OF TORNADO



Hamilton County Civil Defense recommends a lower level bathroom in the Square units or Tower basement as the safest place to be. **DO NOT COME TO THE LOBBY OR CALL THE OFFICE OR FRONT DESK.**

Conveniences:

Your kitchen appliances include a dishwasher, disposal, and washer and dryer in the back hallway. If you require assistance with any appliances, call the office and one of our maintenance staff will be pleased to explain their operation. One request: Please do not run your dishwasher or washer/dryer after 10 p.m. or before 8 a.m.

There is a basement laundry room at The Regency with coin-operated commercial washers and dryers, available 24 hours a day.

Each condo is equipped with individual heating, air conditioning and humidifier controls. The maintenance staff changes the filters periodically. It is requested that you keep outer doors to terraces closed during the air conditioning season except when going out or coming in and please do not store items around the unit preventing air flow.



Deliveries of parcels are made directly to your condominium by United Parcel Service, Federal Express and the mailman. All others are taken to the office. The office will provide further details in this regard.

Keys for units are supplied at closing. Additional keys may be ordered by owners from the Office. A FOB to open the Tower outer doors 1 and 2 must be obtained from the office. There is a security deposit charged for each FOB issued to doors 1 and 2.

Storage facilities are provided in the garage. Fire regulations prohibit storage of mattresses, bedding and other flammable materials. The building is not responsible for contents of your bin.

ADDED PROTECTIVE MEASURE

Since your unit door is equipped with the highest quality locking device available, you are urged to turn the bolt and to engage the night latch when you are at home. Also, to make sure the door is double-locked, turn the key full circle after closing the door when you go out.

REQUESTS AND SUGGESTIONS

While the management has no wish to impose rigid rules, you will undoubtedly agree that certain standards must be maintained for the benefit of all. They are listed below:



PETS - Owners will be permitted to keep up to two (2) domestic animals. Each animal may weigh no more than 25 pounds. Animals that weigh more than 25 pounds must be approved by the Board upon written petition to the Board in advance of purchase or moving in. Any noise or nuisance of a pet affecting other residents could result in the loss of the privilege of keeping a pet. Use the Dana Avenue sidewalk area to walk dogs. Clean up materials must be carried when walking dogs, and waste disposed of in the containers provided, one near the gate house entrance, and the other diagonally opposite across the Square in the

northeast corner. Walking of dogs, either on or off Regency property should conform to the City of Cincinnati Code regarding use of a leash and a "pooper scooper". Damage to landscaping or building due to unsupervised animals will be billed to the offending owner. Cat litter should be disposed of by putting it in a plastic garbage bag.

PATIOS - Please do not hang articles of apparel on your patio or deck. Do not make any alterations to the patios or decks without prior consultation of management.

TELEVISION - For most effective television reception, kindly ask the office to have your TV(s) connected to the building's cable system. No TV repairman may change or alter the system. Should this be done, any damage will be the resident's responsibility.

TRASH - Raw garbage goes into your kitchen disposal. You are requested to set the bagged trash outside your door before 10:00 a.m. daily, except holidays.

IMPORTANT- the package may not be set out ahead of time or left overnight, in order to prevent problems with animals.



MAINTENANCE - Maintenance needs can be met by calling the office from 8:30 a.m. to 5 p.m., Monday through Friday. Only emergency maintenance will be performed at night or on weekends. In the event of such an emergency, please call the doorperson. The 24-hour number is the same as the office: 871-0100.

If planning alterations to your apartment, please consult the management for help and advice on well-qualified firms. Consideration must be made in order to prevent damage to essential facility lines concealed within the walls. Work may only be done between 9 a.m. and 5 p.m., Monday through Friday.

PERSONAL MATTERS



A **party room** for your entertaining is available by prior reservation with the office. There is a deposit of \$50, which is returned if the room is left clean, with no damage.

Square residents are encouraged to attend the meetings and parties held periodically at the Tower. A monthly newsletter from the Office will keep you informed of those events.

Tipping is a subject about which management often is queried. You should know, therefore, that all residents are given the opportunity to contribute to an Employees' Holiday Fund once a year in appreciation of services rendered. Of course, any special services may be rewarded at your discretion.

INSURANCE - While the building is covered by general liability insurance, your attention is directed to the advisability of consulting your insurance broker to obtain broadest possible coverage in the way of:

- a) All-inclusive insurance similar to a Homeowners' policy, for fire and comprehensive coverage of contents of your apartment and storage bin;
- b) Liability protection in your apartment;
- c) Burglary and theft coverage.



Management reserves the right to make appropriate changes from time to time.

REMINDERS

Call the office: 513-871-0100 from
8:30 a.m. to 5:00 p.m. weekdays.

Regency website is www.regencycondos.com

A doorperson is on duty around the clock.
Valet parking "hotline" is 513-871-6370.

Call the doorperson: 513-871-0100
Nights and weekends, emergency only.

A full copy of the Rules and Regulations and the
Declaration and By-laws is available at our website:
www.regencycondos.com

CALL 911 FOR EMERGENCY !

