

RESOLUTION OF THE BOARD OF DIRECTORS
DAWSON ON MORGAN CONDOMINIUM OWNERS ASSOCIATION, INC.
REGARDING MOVE-IN AND MOVE-OUT PROCEDURES

WHEREAS, the Board of Directors of Dawson on Morgan Condominium Owners Association, Inc. ("Association") is responsible for maintaining and protecting the common elements of the community; and

WHEREAS, moves involving furniture, appliances, construction materials, and other personal property may result in damage to elevators, hallways, doors, loading areas, and other common elements if not properly managed; and

WHEREAS, the Board finds it necessary to establish uniform procedures governing move-ins and move-outs in order to minimize disruption to residents, protect Association property, and ensure accountability for damages;

NOW, THEREFORE, BE IT RESOLVED that the following Move-In and Move-Out Rules and Regulations are hereby adopted:

1. NOTICE REQUIREMENT

All owners, tenants, and occupants must notify the Association or management company prior to any move-in or move-out. A completed Move-In / Move-Out Form must be submitted no less than thirty (30) calendar days prior to the scheduled move date.

2. MOVE FEES

A Move-In / Move-Out Fee (non-refundable) in the amount of \$500.00 shall be paid prior to the scheduled move. The fee should be paid to the Association's managing agent. The Board reserves the right to amend this fee from time to time, with appropriate notice to the Association.

3. BUILDING PREPARATION AND PROTECTION

The Board of Directors has retained a vendor to prepare and protect the elevator and common elements prior to approved move-ins and move-outs. This preparation may include, but is not limited to, elevator padding, floor protection, wall protection, and related preventative measures intended to reduce damage to the common elements. Scheduling with management is required to coordinate this service.

4. SECURITY DEPOSIT

The Association may require an additional refundable security deposit for moves involving large deliveries, contractors, or circumstances deemed by management to present elevated risk to the common elements.

5. APPROVED HOURS

Moves shall only occur during the following hours unless otherwise approved in writing by management:

- Monday through Friday: 8:00 a.m. – 6:00 p.m.
- Saturday: 9:00 a.m. – 5:00 p.m.
- No moves permitted on Sundays or recognized holidays without prior written approval.

6. RESPONSIBILITY FOR DAMAGES

Owners shall be responsible for any damage caused to the common elements by themselves, tenants, guests, movers, contractors, or delivery personnel during any move-in or move-out activity. Repair costs may be assessed back to the unit owner.

7. CONTRACTORS AND MOVERS

All movers and contractors must comply with Association rules, parking restrictions, and instructions provided by management.

8. PARKING AND ACCESS

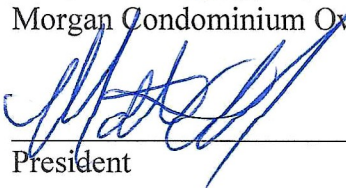
Moving trucks may only park in approved areas and may not block fire lanes, drive aisles, entrances, loading areas, or neighboring parking spaces without prior approval.

9. FAILURE TO COMPLY

Failure to comply with these procedures may result in a Due Process Hearing, where fines may be administered in accordance to the Association's governing documents and NC law.

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon adoption by the Board of Directors.

Adopted this 6th day of June, 2026, by the Board of Directors of Dawson on Morgan Condominium Owners Association, Inc.



President



Secretary

DAWSON ON MORGAN CONDOMINIUM OWNERS ASSOCIATION, INC.
MOVE-IN / MOVE-OUT FORM

Unit Number: _____

Owner Name(s): _____

Phone Number: _____

Email Address: _____

Move Type:

☐ Move-In

☐ Move-Out

☐ Tenant Move-In

☐ Tenant Move-Out

Date of Move: _____

Estimated Time of Move: _____

Moving Company (if applicable): _____

Moving Company Phone Number: _____

Vehicle Information for Moving Truck:

Make/Model: _____

License Plate Number: _____

I understand that the Association has retained a vendor to prepare and protect the elevator and common elements during move-ins and move-outs, and I agree to coordinate scheduling requirements through management. I further acknowledge responsibility for any damages caused to the common elements during this move.

Owner Signature: _____

Date: _____

FOR ASSOCIATION / MANAGEMENT USE ONLY

Date Received: _____

Move Fee Paid: _____

Security Deposit Paid: _____

Approved By: _____

Vendor Scheduled: _____

Notes: