



CAPANES DEL GOLF

COMUNIDAD DE PROPIETARIOS

RULES of CAPANES del GOLF

Reference Estatutos Art.13.4 and 13.6

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EMERGENCY INFORMATION

Automated External Defibrillator (AED): available at Security

Security telephone number: +34 634 111 899

Capanes Reception telephone number (during reception opening hours only): +34 629 293 035



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INTRODUCTION

This version of the Rules of the Community of Owners of Capanes del Golf reflects the decisions taken at the Ordinary General Meeting of Owners held on 8 May 2026 and replaces all previous versions.

In addition to wording updates and clarifications, the principal changes are:

- Access to our facilities using tags.
- Administrative fees for owners who do not comply with the Rules.

Directions and instructions given by Security, the Community Supervisor or the Administration must be followed.

The following provisions from the Community Statutes are also highlighted:

- Parking spaces may not be used for any other purpose, including washing or repairing vehicles (Statutes, Article 10.1).
- The external colour of the buildings may not be changed (Article 8.3.1).
- No changes may be made to the gardens (Article 8.3.2).
- Garage entrances, access lanes and parking spaces may not be obstructed.
- Apartments may not be used for any commercial purpose.
- No modifications may be made to the exterior of any building.

In the event of any ambiguity between language versions, the Spanish-language version will prevail. The Community Statutes and Spanish law will take precedence over these Rules in the event of any conflict.





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ACCESS TO THE COMMUNITY

GENERAL ACCESS RULES

1. All owners and tenants must carry their remote control to access the Community.
2. Security is authorised to stop any person entering the Community and verify that they are an owner, tenant or authorised visitor.
3. Visitors, contractors and agents must identify the apartment they wish to visit through Security. Access will only be granted when the owner or occupant confirms the visit. Where necessary, Security will direct the visitor to the apartment.

RENTAL OR USE OF AN APARTMENT BY NON-OWNERS

1. The Administration Office must be informed of the number of occupants, the duration of their stay and the name of the person signing the lease. Where an apartment is rented through an agency, the agency must register in the Community's control record as the party responsible for managing the rental.
2. Owners who rent their apartments must include compliance with the Community Rules as a condition of the lease. A breach of these Rules should constitute sufficient grounds for termination of the lease.
3. Owners are responsible for ensuring that their tenants, guests and other apartment users comply with these Rules. Owners are also responsible for the cost of any damage they cause to Community facilities. Once damage is identified, the Administration will contact the owner or managing agent.
4. Personal information collected in connection with a stay will be retained for three months after departure from Capanes del Golf or after the end of the lease period, in accordance with applicable data-protection requirements.



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WORKS AND EXTERNAL ALTERATIONS

No work, installation, alteration or modification may be made to facades, roofs, terraces, gardens, external elements or common areas without prior written authorisation from the Community. Any administrative licences or permissions required by law must also be obtained.

This includes, but is not limited to, pergolas, terrace enclosures, gutters, satellite dishes, signs, chimneys, security grilles, swimming pools and external painting.

The external colour of any building may not be changed.

Gardens or external elements may not be modified, and no work may be carried out that affects the appearance or external configuration of the Community.

Authorised works must be carried out during the hours permitted by municipal regulations and with sufficient protection to prevent damage, dirt or deterioration to corridors, stairways, lifts, doors and other common areas. The location and duration of skips, materials or protective coverings must be coordinated in advance with the Administration or Maintenance.

INTERNAL RULES

1. Keep the entrance door to your block closed.
2. Drive in accordance with the posted speed limits and traffic signs.
3. Waste must be deposited in the designated areas located in each garage within the Community.
4. Use only the parking space assigned to your apartment.
5. Visitors must park outside the garages unless an owner has authorised them to use the owner's parking space.
6. Excessive noise is not permitted between 00:00 and 08:00, in accordance with applicable legislation.
7. For-sale and for-rent signs may not be displayed on terraces, windows or any other part of a building facade.
8. Only gas barbecues are permitted.
9. Clothing or laundry must not be displayed where it is visible from outside the apartment.
10. **Prior authorisation from the Community is required before carrying out any work to the property.**
11. Private satellite dishes are not permitted.



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12. Pets (including dogs, cats, birds and rabbits) must not be allowed to roam freely in the common areas under any circumstances. Dogs must be kept on a lead, and owners must collect and properly dispose of their pets' waste.
13. Ball games are not permitted in the gardens.
14. Vehicles may not be parked on the Community's internal roads. Parking is only permitted in garages and designated parking spaces.
15. Dangerous behaviour is not permitted.
16. Directions and instructions given by Security, the Community Supervisor or the Administration must be followed.



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USE OF THE POOLS, SPA AND GYM

The following rules must be observed by all owners and residents:

1. Ball games are not permitted.
2. Inflatable objects are not permitted in the pools.
3. Glass objects are not permitted.
4. Bicycles, scooters, skates and similar items are not permitted.
5. Users must shower before entering a pool.
6. Appropriate swimwear must be worn.
7. Chairs and sun loungers may not be reserved. Any chair or sun lounger left unattended for 30 minutes or more will be regarded as available, and any personal belongings will be moved to a safe place for collection by their owner. This rule applies equally to owners, tenants and other users.
8. Children under the age of 10 must be accompanied by an adult at all times.
9. Facilities may not be used outside their published opening hours. The Community will close the facilities at the stated time. Any person remaining in or using a facility outside its opening hours does so at their own risk.
10. The person responsible must pay for any deterioration or damage caused in a facility.
11. Pets are not permitted in pool areas.
12. Personal umbrellas are not permitted in pool areas.
13. Signs displaying specific instructions or rules are posted at each facility and must be followed.



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ACCESS TO THE FACILITIES

GENERAL

1. Access to the facilities is permitted only by using the designated tag. Tags will operate only during the opening hours of the relevant facility.
2. Two tags are available for each apartment. Tags are not issued to owners of storage rooms or parking spaces.
3. Tags may be used only by the owner of the relevant apartment or by the apartment's tenants, guests or other authorised users. Tailgating or piggybacking is not permitted. The owner remains responsible for the use of the tags issued to the apartment.
4. Access to and use of each facility is subject to the age restrictions displayed at that facility.
5. A lost tag must be reported as soon as possible by email to recepcion@capanesdelgolf.es. The tag will then be blocked, and a replacement may be collected from Reception. The replacement fee is €50.00 and must be paid directly into the Community's bank account.
6. A tag that is not working should be reported in person to Andrei at Reception or by email to recepcion@capanesdelgolf.es. A tag confirmed to be technically defective may be exchanged free of charge at Reception.
7. At the end of each month, the Administration confirms which apartments are in arrears in respect of any Community charge. Tags associated with apartments on the confirmed arrears list will be blocked during the following week.
8. Following payment, tags will be reactivated in the second week of the following month, in accordance with the Community's monthly debtor-reporting cycle. Reactivation will therefore not take place immediately after payment.
9. Where the Board receives reports of repeated verified breaches from Security, the Community Supervisor or the lifeguard, it will issue a final written warning to the owner of the apartment. If a further verified breach occurs, the tags may be temporarily blocked.
10. Tag use is recorded by apartment.
11. Financial information is managed by the Administration.
12. The monthly list of apartments and their tag status is available to Reception, Security and the lifeguard. It is updated monthly, and three months of history is retained.
13. The current record of apartments and associated tag numbers is retained permanently by the Administration.

EMERGENCY OR MEDICAL EMERGENCY SITUATIONS

Security, the lifeguard and the Community Supervisor are able to open the doors to the facilities in an emergency.



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ADMINISTRATIVE FEES FOR NON-COMPLIANCE WITH THE RULES

An administrative fee will apply to each notice issued for a verified breach of the Rules of Capanes del Golf, in accordance with the decision of the Ordinary General Meeting held on 8 May 2026. The fee covers the management, communication and follow-up required as a result of the breach and will apply provided that prior notification has already been given.

First warning: €25

Second warning: €50

Third warning: €100

Administrative fees must be paid within 15 days of the invoice date.