

THE FOLLOWING RULES APPLY TO  
ANYONE WHO WILL BE WORKING  
AT THE BERMUDA HOUSE:

1. MONDAY – FRIDAY  
8:00 A.M. – 7:00 P.M. (WORK HOURS)  
  
SATURDAY – 9:00 A.M. – 5:00 P.M.  
  
**NO SUNDAYS OR HOLIDAYS !!!!!!!!!!!!!!!**
2. MUST SIGN IN AT OFFICE PRIOR  
TO STARTING WORK. SIGN IN  
EVERY DAY ! NO EXCEPTIONS !!!
3. ARB FORM MUST BE SIGNED BY  
B.O.D. PRIOR TO WORK COMENCING.
4. HOMEOWNERS ARE RESPONSIBLE  
FOR LETTING CONTRACTORS IN &  
OUT OF BUILDING (NOT THE OFFICE)
5. OFFICE MUST HAVE A COPY OF  
ALL PAPERWORK INCLUDING  
PERMIT. IF OVER \$ 2,500.00 A  
NOTICE OF COMMENCEMENT  
IS REQUIRED. COPY OF CONTRACT  
FOR WORK BEING DONE **MUST BE**  
PROVIDED ALSO.
6. ONLY LICENSED CONTRACTORS  
CAN WORK AT THE BERMUDA HOUSE. CONTRACTORS MUST HAVE  
CURRENT LICENSE, INSURANCE &  
WORKMAN’S COMP AVAILABLE.
7. **USE ONLY PADDED ELEVATOR !  
LEFT ELEVATOR (SOUTH)**

ANY RULES NOT FOLLOWED WILL RESULT IN THE FOLLOWING  
INFRACTIONS:

1<sup>ST</sup> TIME: **1 DAY SUSPENSION FROM  
WORKING IN THE BUILDING**

2<sup>ND</sup> TIME: **1 WEEK SUSPENSION FROM  
WORKING AND FINE TO PAY**

**3<sup>rd</sup> TIME: PERMENANT SUSPENSION  
AND FINE**

**CONTRACTORS ARE NOT PERMITTED  
TO USE THE LUGGAGE CARTS OR THE  
SHOPPING CARTS. (IF THEY ARE USED  
A FINE WILL BE ENFORCED)**

**PLEASE CONDUCT YOURSELVES IN  
A PROFESSIONAL MANNER.**