

**MEMBERSHIP APPLICATION FORM
CINNAMON LAKE ASSOCIATION, INC.**

Unit _____ Lot(s) # _____ Date _____

(If you own multiple lots, see Multiple Lot Ownership Form)

Owner's Name(s) as it appears on the deed:

If there is more than one owner on the deed, i.e. spouse, partner, trust, et al, co-owner, business, please fill out the reverse side of this page.

Billing Address _____

Name & Phone _____ 2nd Name & Phone _____

E-mail Address _____ Photo ID attached from owner(s) _____

Owner's Employer(s) _____

The undersigned hereby applies for membership in Cinnamon Lake Association, Inc. The applicant agrees to pay any Annual Dues, Assessments and Association charges, or other sum as may be set by the Association as membership Dues, Assessments and Association charges on the annual date per the governing documents. Applicant also agrees to maintain membership in good standing with the Association so long as applicant owns property in the Cinnamon Lake Subdivision.

No Person:

- (a) Required to register with a designated registering agency pursuant to Chapter 2950 of the Ohio Revised Code, as amended from time to time; and/or
 - (b) Who is or has been at any time determined to be a sexually oriented offender or child-victim oriented offender pursuant to any other similar sexually oriented or child-victim oriented registration requirement statute, as amended from time to time, from another jurisdiction;
- (each, **under (a) and (b) above defined under the Bylaws as a "Registrant"**),

may permanently or temporarily reside in any Dwelling, on any Lot, **or on any Camping Lot** for any length or period of time. This prohibition applies to all Registrants, including, but not limited to those aforesaid offenders convicted prior to the adoption of Chapter 2950 of the Ohio Revised Code, regardless of when the Registrant committed the sexually oriented or child-victim oriented offense.

Applicant agrees to be bound by and to comply with the Articles of Incorporation, By-Laws, Declaration of Covenants, Conditions and Restrictions and all Rules, Regulations and Policies of the Association and understands that all membership rights and privileges are subject thereto.

Owner Signature _____ Date _____

Spouse Signature _____ Date _____

\$50.00 Application Fee

\$750.00 New Member Initiation Fee

Updated December, 2020

MEMBERSHIP APPLICATION FOR
CINNAMON LAKE ASSOCIATION, INC.

CERTIFICATE FOR VOTING RIGHTS FOR
ANY AND ALL VOTING

I/We, _____,

the member(s) of Cinnamon Lake Association, Inc., do hereby give:

_____ any and all voting rights to lot(s):

_____, _____, _____, _____, _____, _____.

This **Certificate for Voting Rights** will be in effect until I/we revoke the certificate in writing and replace it with a new one or no longer own the above lot(s).

<u>Name & Residential Address</u>	<u>Date</u>	<u>Signature</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



CINNAMON LAKE ASSOCIATION, INC.

1443 Laurel Drive ~ West Salem, Ohio 44287 ~ 419-945-2521 ~ info@cinnamon-lake.com

Multiple Lot Ownership Within Cinnamon Lake

Date: _____

Name: _____

Unit #: _____ Lot # _____

Unit #: _____ Lot # _____

Unit #: _____ Lot # _____

Please check applicable box:

I own multiple lots in Cinnamon Lake and I elect to have any and all charges for my properties billed on one invoice. I understand that this will not change my billing status and I will continue to be billed per lot owned. I designate lot number _____ as the account number used for billing purposes.

I am building a structure on or across the above lots or I have added an additional structure on my second lot, i.e.: garage, shed, pool, deck etc. I understand that these lots can never be sold as two (2) separate parcels due to the structure placement (unless said structure is removed off of extra lot). I also understand that this will not change my billing status and will continue to be billed per lot owned. I designate lot number _____ as the account number used for billing purposes.

Signature of Property Owner

Signature of Property Owner

Office Initial

2023 CINNAMON LAKE CENSUS

Top part must be filled out by all members

CLA Address or Lot # _____

Member(s) name: _____
(As it appears on the most recent deed.)

Member(s) billing address: _____ City _____

State _____ Zip _____ Email: _____ Check box to opt in for
Will use to distribute kiosk codes CLA email notifications.

Phone & Name _____ Phone & Name _____

Emergency Phone & Name _____

Name(s) of all adults living in home other than Member(s) (over 18) _____

Name(s) of all children living in home under 18 _____

- The above information is for record keeping purposes and for the general safety and security of the Association.
- Please indicate if you have any family members or additional persons beside those named on the deed filed with the Ashland County Recorder residing at your address.
- They must be registered by name at the office to receive amenity privileges.

KIOSK INFORMATION-Cinnamon Lake will be installing a new Kiosk phone system and we need to have updated information. You will receive a new Kiosk entry code. The kiosk is in use whenever a gate attendant is not on duty. Easter, Thanksgiving, Christmas Day and New Year's Day are holidays with no gate attendant. Your guests, or members without gate cards, will need to use the kiosk on these days. Each home can have up to three entries, but the name in the directory cannot be duplicated.

Office use only

1st Entry Name _____ Phone Number _____ Directory Code #1 _____

2nd Entry Name _____ Phone Number _____ Directory Code #2 _____

3rd Entry Name _____ Phone Number _____ Directory Code #3 _____

This insert is prepared exclusively by the Cinnamon Lake Association (CLA) and not the Lorain County Rural Wastewater District (LORCO). CLA is exclusively responsible for its content, which LORCO has not verified or reviewed for accuracy. LORCO expressly disclaims any responsibility for the content, or any errors or omissions.

OVER 

GATE CARD NUMBERS AND VEHICLE INFORMATION

- This information is used to maintain and update the gate card system.
- **If this information is not received, your cards WILL NOT WORK.**
- The gate card number is the **separated or only 5 digits** on your card.
- **Please list only those vehicles titled to the member's or associate member's name.**
- For Company Vehicles, a letter is required from your employer on company letterhead, stating you are permitted to drive this vehicle home and that you are the only driver of this vehicle.
- **You must present proof of vehicle registration before your gate card(s) will be renewed. There is a \$5.00 yearly renewal fee per gate card.**

Yr. _____ Make _____ Model _____ Color _____ License _____ Card _____

Yr. _____ Make _____ Model _____ Color _____ License _____ Card _____

Yr. _____ Make _____ Model _____ Color _____ License _____ Card _____

Yr. _____ Make _____ Model _____ Color _____ License _____ Card _____

Yr. _____ Make _____ Model _____ Color _____ License _____ Card _____

Yr. _____ Make _____ Model _____ Color _____ License _____ Card _____

Yr. _____ Make _____ Model _____ Color _____ License _____ Card _____

Yr. _____ Make _____ Model _____ Color _____ License _____ Card _____

Yr. _____ Make _____ Model _____ Color _____ License _____ Card _____

Yr. _____ Make _____ Model _____ Color _____ License _____ Card _____

Yr. _____ Make _____ Model _____ Color _____ License _____ Card _____

**You can find additional information on our website under the
FAQ section - Vehicle Registration 2023.**

Form 812 — Users Agreement

LORCO Rural Wastewater District
22898 West Road, PO Box 158
Wellington, Ohio 44090

Avon Lake Office 440.933.0388
Wellington Office 440.647.4882

Account Number _____ PPN _____ Sublot _____

Landowner _____

Service Address _____

Billing Address _____

Telephone _____ Email _____ Cell _____

Gravity Connection: Low Pressure Force Main: Grinder Serial # _____ Install
Date _____

Residential _____ Commercial _____ Industrial _____ Multi-Family _____

Tap Fee: \$8,000 gravity, single family residential ¹
\$5,000 grinder, single family residential ¹ Grinder scenario: 1 or 2 (circle one)

¹: (other than single family residential as determined by LORCO in accordance with LORCO
Resolution No. 2014-7)

Amount Paid \$ _____ Date _____

Notes: _____

Terms & Conditions

This Sewer User's Agreement ("Agreement") is made and entered into on the date this Agreement is signed by the Lorain County Rural Wastewater District ("LORCO") and the Owner. By the terms of this agreement, LORCO will provide sewer service to Owner, and Owner will pay for such service according to the terms in this agreement and shall further abide by the policies and procedures adopted by LORCO relating to such service.

NOW THEREFORE, in consideration of the mutual promises and obligations contained herein, and other good and valuable consideration, whether expressly set forth herein or not, receipt of which is hereby acknowledged, the parties agree as follows:

Election and Designation of Notice. The parties agree that all notice provisions contained in this agreement are accepted and deemed delivered when sent by U.S Mail to the billing address provided by Owner on this Agreement. This designation will be the official "Notice Address" for the parties and also the method of any notice required under this agreement. In the event either party changes their respective Notice Address or contact information as set forth above, such party shall

have the obligation to provide written notice to the other of such change, and thereafter the Notice Address shall be amended accordingly.

1. Obligations of LORCO; Utility Service to be Provided

- a. Upon Owner's payment of tap fees as required, LORCO grants permission to the Owner to connect (as set forth below) into an existing sanitary sewer that fronts the parcel of land at the service address listed above, and upon approved connection to provide sewer service at the sewer rates currently existing and thereafter as may be modified by LORCO pursuant to its authority. The Owner shall be responsible for performing the sewer connection (tap) if one does not already exist, lateral installation under the road (if applicable), providing a cleanout, grinder crock installation, or curb stop at the public right-of-way, and continuing the sanitary sewer lateral piping to the building for connection. The Owner shall be responsible for providing and maintaining a leak free sanitary lateral and connection to the LORCO sewer system. No sanitary sewage leakage out of and/or storm water infiltration into the Owner's lateral/connection shall be permitted. All of the foregoing will require inspection by LORCO for compliance to design requirements and LORCO Standards. Sanitary sewer service will be accomplished in one (1) of two (2) ways: conventional gravity system OR, due to local terrain constraints, a low-pressure force main (LPFM).

If the required single-family residential (other connection types determined on a case by case basis) sewer connection is to an LPFM, one of the following two scenarios will apply:

Grinder scenario #1 – E/One unit provided to property owner and installed at road right of way

- Homeowner required to obtain grinder unit from ALRW and pay the cost that ALRW is charged by Environment One Corporation (E/One).
- Homeowner to be charged a tap fee of \$5,000 in addition to the cost of the grinder unit.
- Homeowner to be responsible for all costs associated with making the tap, installing the grinder crock and pump, and installing lateral and electrical service.
- Grinder pump Operation & Maintenance (O&M) to be provided by LORCO.
- Property owner required to submit plot plan for review and approval by LORCO sanitary engineer.
- Property owner required to follow all ALRW & LORCO inspection and sewer use requirements.

Grinder scenario #2 – E/One unit provided to property owner and installed at a location chosen by the property owner or alternative to E/One unit provided by property owner and installed at a location chosen by the property owner

- Homeowner can choose to either purchase a grinder unit from ALRW or purchase an alternative pump from a vendor of his/her choosing. Homeowner assumes all operational responsibility & liability for using a non-E/One system. Please check with your selected manufacturer for compatibility.
- Homeowner to be charged a tap fee of \$5,000 in addition to the cost of the grinder unit.
- Homeowner to be responsible for all costs associated with making the tap, installing the grinder crock and pump, and installing lateral and electrical service.
- Homeowner to be responsible for grinder pump O&M.
- Homeowner to pay same monthly rate as all other Phase 1 customers.
- Property owner required to submit plot plan for review and approval by LORCO sanitary engineer.
- Property owner required to follow all ALRW & LORCO inspection and sewer use requirements.

If applicable, provide the Owner an E-One grinder crock/pump, DH071-93 standard model, control panel & power cable, and appurtenances for Owner's installation, at the Owner's expense, of the (LPFM) grinder system. The LPFM system will be available for pickup by the property Owner or his representative agent within seven (7) days of payment by Owner as provided for herein, the execution of this Agreement by LORCO and Owner. The location of the LPFM system for pickup is 201 Miller Road, Avon Lake, Ohio 44012-1004 (phone 440-933-6226 to schedule pickup time).

Whenever possible and practicable, LORCO shall provide notice to Owner of its intent to enter Owner's property and building for maintenance, inspection and repair purposes.

Damage to gravity cleanouts or grinder vault lids shall be the responsibility of the property owner to report to LORCO and be responsible for payment of replacement costs, billed by time & material, plus 50% markup of actual repair costs incurred.

b. **Connection(s) of any storm water drains, footers, pipes, sump pump(s), conduits, downspouts or any other source of non-wastewater flow is strictly forbidden and subject to fine(s) and/or legal action.**

c. Property owner shall not discharge into the sanitary sewer system any material that is not in conformity to LORCO's Sewer Use Regulations or any other applicable local, state, and federal regulations or laws including but not limited to oils, grease, fats, paint, strong chemicals, sand, kitty litter, coffee grounds, etc. Feminine products and personal/cleaning wipes (even if they're marked "flushable") should be disposed of in a garbage can, not flushed down the toilet, regardless of the manufacturer's attestation.

d. If LORCO determines that abuse/misuse of the system has resulted due to actions of the customer, LORCO reserves the right to take necessary steps to disconnect service or, in the case of a grinder pump connection, to classify the connection as "private" with the customer being responsible for future grinder pump O&M.

e. LORCO will send a billing statement on a monthly basis to the billing address listed above based upon monthly water usage certified by Rural Lorain County Water Authority (RLCWA). In the event that there is low or no water usage, a minimum monthly sewer rate based on then-current charges will be applied for between zero usage up to 2,000 gallons of water usage regardless of whether the property is vacant or inhabited. Monthly rates for sewer service are reviewed and adjusted periodically by LORCO.

2. **Obligation of Owner.**

a. Owner agrees to pay and be responsible for payment of sewer service delivered to the service address regardless of the party or parties using or consuming the sewer service being supplied.

b. Owner agrees to pay LORCO in accordance with the schedule of rates as now established or as may be revised. The Owner acknowledges that there is a minimum charge for sewer service that must be paid by the Owner regardless of whether the amount used is less than the minimum amount established by the rate schedule. The Owner acknowledges receipt of the rate schedule.

c. Owner shall install as necessary, at Owner's expense, service line(s) suitable for connection made by the Owner with LORCO's collection system line(s) at such point(s) of connection as is consistent with the policies of LORCO.

d. Owner shall permit LORCO, its agents, and representatives full access to property and/or inside the premises being serviced pursuant to this agreement, including but not limited to the sewer service line, cleanouts(s), grinder pump, curb stop and property adjacent and connected thereto for purposes of inspection, repair, removal of fixtures and equipment, testing, maintenance, monitoring or any other lawful purpose relating to the services (including illegal storm water connections) provided by LORCO. Owner of property serviced by a grinder pump agrees that LORCO may enter onto Owner's property outside the easement area where the sanitary sewer line is located for the purpose of inspection, maintenance, repair, inspection, and/or replacement of the grinder pump, valves, vault and fittings appurtenant thereto. Provided however, LORCO shall limit its ingress and egress to the grinder pump, vault, valves and fittings to the minimum area necessary for access and

to perform its work and shall, upon completion of such work, return the property to the condition existing before the work was started.

- e. Owner shall, at Owner's expense, comply with LORCO's regional sewer program and all policies, regardless of date of adoption according to the rules, regulations, and specifications provided by LORCO and in a timely manner as determined by LORCO in its sole discretion.
- f. LPFM grinder systems installed outside of public right-of-way, on private property, other than Phase 1 and 1A homes (circa 2013), and for homes located greater than two-hundred (200) feet from right-of-way, shall be considered "Private Grinder Systems." The repair, replacement, rebuilding, and/or servicing of all Private Grinder Systems, and all costs thereof, shall be the responsibility of the Owner. The Owner installs the E-One grinder which has a factory warranty of two (2) years from date of installation. E-One approved repair facility, AKE Environmental, Cleveland, Ohio 24-365 emergency hot line; 440-232-0042.
- g. Owner shall comply with all policies, rules and regulations of LORCO, regardless of date of adoption, relating to the use and consumption of sewer service supplied to Owner by LORCO pursuant to this Agreement.
- h. The LORCO sewer system phase 1/1A original design was not to provide sanitary service to basements but a solution to failing private septic systems in the area. Should an Owner desire to install sewer service to a basement and/or install a sewer lateral back water valve, they shall do so at their own risk. LORCO assumes no responsibility for these or for any form of illegal storm water connection to their system.
- i. Upon successful installation of the new sanitary sewer lateral and appurtenances by the Owner, and LORCO's acceptance of the installation, LORCO shall be granted ownership and maintenance responsibility of that portion of the new service beginning at its connection to the sanitary sewer main to a point two feet (2') before the public right-of-way and will include its terminus at the location of either the gravity lateral clean-out, grinder pump crock if said grinder unit is the O&M responsibility of LORCO as described previously in this Agreement, or lateral curb stop.
- j. When applicable, LORCO provides the E-One system for normal installation within the public right-of-way. If the standard invert depth must be deeper for the Owner's site-specific application, the Owner is responsible to contact E/One to determine cost and availability of deeper invert options. LORCO will not provide credit for the additional costs incurred to deepen the grinder crock's invert.
- k. All new home/building construction shall require a construction site plan prepared by a Registered Professional Surveyor or Engineer, licensed in the State of Ohio be reviewed and approved by LORCO prior to signing this agreement. Site plan to include but not be limited to: property lines, address, north arrow, scale, structure locations, setbacks, all underground utilities in right-of-way, sanitary and storm sewer lateral routing/connections, cleanout & grinder locations, contour lines with 1' intervals. LORCO should be contacted prior to plot plan preparation to ensure all requirements are known and can be addressed.

3. Late Payments/Fees

A late payment fee shall be assessed on any account that is not paid by the due date. The late fee shall be as currently set by LORCO or as may be adjusted or modified in its sole discretion and no notice of such change or modification to Owner shall be required.

4. Notice of Delinquency

If the Owner fails to pay his account by the due date stated on the billing statement, LORCO shall provide Owner a Notice of Delinquency. This Notice shall state the balance owed for sewer

services, late payment fees and other charges. Following such notice, LORCO shall certify the amount owed to the County Auditor for property lien purposes and such other remedies as permitted under law.

5. Dispute Resolution

The parties agree that in the event Owner receives a Notice of Delinquency and disputes the amount or the notice, Owner shall have five (5) days from date of the notice to request an opportunity to meet with the Executive Director or a designee to resolve the dispute. The request can be verbally or in writing. Upon request, a meeting shall be provided and held as soon as possible and before the amount is certified to the County Auditor. The meeting shall provide the Owner a fair and reasonable opportunity to resolve the dispute. The Executive Director or designee shall make a decision on the disputed issue(s) within one business day of the meeting and provide notice to Owner of that decision in the manner or method proscribed in this Agreement.

6. Interruption of Sewer Services

Emergency Shut Off/Repairs. If shut off of services are required due to an emergency, such shut off shall proceed as required under the circumstances existing. If possible and practicable, notice of shut off shall be given to Owner or occupant at the service address affected by such shut off LORCO will make reasonable attempts to notify consumers of any temporary interruption of sewer services.

7. Interpretation and Authority

- a. This Agreement constitutes the complete and exclusive agreement of the Parties and supersedes any and all written or oral agreements between the Parties. The parties agree that the policies and procedures promulgated and adopted by LORCO are incorporated in this agreement by stipulation and without further notice, including future policies and procedures and amendments, revisions, and modifications of the same.
- b. Should any part of this Agreement or any provisions contained herein be declared invalid by operation of law or by a tribunal of competent jurisdiction, such provision shall be of no force and effect, but such invalidation of a part or provision of this Agreement shall not invalidate the remaining portions and this Agreement shall remain in full force and effect.
- c. This Agreement is entered into for the mutual benefit of the LORCO and Owner and no individual shall be considered an incidental or intended third party beneficiary to this Agreement. In no instance shall this agreement be construed and intended for the benefit of an occupant of the service address other than the Owner.
- d. This Agreement is **non-assignable** by Owner.

User (Signature)

LORCO Representative

Date

Date

Revised: 8/11/11
Updated: 1/14/14; 4/30/15; 6/30/17; 6/24/20; 10/27/22



Lorain County Rural Wastewater District
Cinnamon Lake Office
1443 Laurel Drive
West Salem, OH 44287
419.945.2521

AUTOMATIC PAYMENT (ACH DEBIT) AUTHORIZATION FORM

Company Name: Lorain County Rural Wastewater District (LORCO)

I (we) hereby authorize LORCO, hereinafter called COMPANY and the depository financial institution named below, hereinafter called DEPOSITORY, to initiate electronic debit entries, and if necessary, credit entries to my account listed below. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law

(Financial Institution Name)

(Branch)

(Address)

(City, State, Zip Code)

(Routing Number)

(Account Number)

Circle One: Checking Account Savings Account

This authority is to remain in full force and effect until COMPANY has received written notification from me of its termination in such time and manner as to afford COMPANY and DEPOSITORY a reasonable opportunity to act on it.

(Customer Name - Print)

(Customer Signature)

(Address)

(City, State, Zip Code)

(Phone Number)

(Date)

*****ATTACH COPY OF VOIDED CHECK TO THIS FORM*****