



Lost and Found Policy:

4/22/2026

Lost and Found Policy:

A variety of items of various sizes and values are found by patrons or staff. Identifiable ownership can be determined by some items. Most items turned in or found are not claimed and as a result accumulate. Some items have limited value or have potential biological and/or are sanitary hazards.

Disclaimer:

Responsibility to maintain and secure property is the owner's responsibility. Items left in facilities, on the property of Sandy Pines or public areas, should have no expectation of recovery by the owner. Left behind items become clutter, untidy, unsightly and unsanitary. The owner of the item should have no expectations of Sandy Pines or its employees to store, maintain, secure the item, replace the item or search for the item or for the owner.

General cleaning and upkeep of facilities and property:

Items left behind in public places, and facilities can accumulate and become untidy and unsanitary when left behind. Items left behind in areas or facilities can impose potential security threats/risk to the safety of others. There is no expectation of staff to maintain items left behind when performing their duties in cleaning/checking facilities or areas open to the public.

Items accumulate and are commonly unclaimed.

Due to limited space, biological hazard and time involved in handling of lost and found items:

1) Items will be categorized as:

a). Valuables:

Jewelry, electronic gadgets, purses, wallets, phones, flash drives, cameras, official documents, cash, credit/debit cards, wallets/purses, power tools, license plates, prescription medications or other items as determined by management.

Items of value should be turned over to Public Safety within 24 hrs. at the Main Gate Office by other departments.

Valuables, as indicated or determined by management, **will be held for 5 days.** After 5 days the item will be disposed of.

Staff will attempt to contact owners of items that have owner identification.

b) **Non-valuables** – Items may be disposed of by staff in performing duties to clean, check or maintain the area during normal daily operations.

Items such as but not limited to clothes, beach bags, chairs, hats, toys, inflatable devices, life jackets, canes, fishing gear, or other items.

Non-Valuables disposed of upon receipt:

Cosmetics, toiletries, personal grooming devices, towels, underwear/undergarments, swimsuits, shoes/sandals or other similar items **disposed of upon receipt** or refused to accept item. Items with biological hazard potential will be disposed of.

c) **Perishable:**

Food items and soft beverages

cc): Disposed of/not stored as lost and found

d) **Liquor/Beer/Wine:** Alcoholic drinks

dd). Disposed of/dumped/not stored as lost and found. A second employee will witness the disposal.

e) **Bikes, watercraft, paddleboats and other mobile devices:**

ee). Stored for 5 days and then disposed of on the 5th Day.

Watercraft, paddle boats, Boat docks -Removal fees of \$200 plus labor @ \$75/hr. and storage fees \$25/day will be assessed to the membership.

Property that is unidentifiable located in a public area, green area, beach or building should have no expectation of storage or expectation to search for the owner. Items may be disposed of that are not identifiable. Items that were disposed of and later determined ownership will be charged the removal fee(S).

f) **Illegal items, or recreational drugs:**

f). Turned over to local law enforcement

g) **Disposal-** Disposal is any means in which Sandy Pines deems as appropriate to no longer have in its possession.