

SAMPLE CONDOMINIUM ASSOCIATION, INC.

1000 NE 14TH AVENUE
NORTH MIAMI BEACH, FLORIDA 33179

RULES & REGULATIONS

It is the responsibility of each unit owner and/or his tenants to comply with these Rules and Regulations and to ensure that all family members, guests, and employees Or any other person over which they have control abide by the rules herein. Owners, tenants and visitors are jointly liable for violations of the rules. Guests of residents are to be made aware of and are expected to abide by the Association's Rules and Regulations.



Fire/Police Non-Emergency
Main City number & events
City of North Miami Beach
305-949-5500
www.citynmb.com

IN CASE OF EMERGENCY CALL 911



www.myusaservices.com/samplecondo
Office Number
954-964-7884
24 hour emergency number
954-802-8693
19925 NE 10th Place Way
Miami, Florida 33179



www.surgeshield.com
Florida Power & Light
305-442-8770
800-226-3545



www.onlinecomcast.com
877-454-2621
4571 Sheridan Street
Hollywood, FL



800-288-2020
Or dial "0"

RULES & REGULATIONS

Condominium living requires that each owner regulate the occupancy and use of his unit and the common elements so as not to unreasonably or unnecessarily disturb any other resident in the occupancy and use of his unit. With this in mind, the following Rules and Regulations have been established by The Association to protect the owners' right to the quiet enjoyment of his property.

These Rules and Regulations are a compilation of previous Rules and Regulations. All other Rules and Regulations in your possession are no longer valid.

COMMON ELEMENTS

1. As per the Florida Clean Air Act, there is absolutely no smoking allowed in all enclosed areas in order to preserve the public health, comfort and environment. If a person fails to comply, he/she will be subject to fines provided by Florida Law and enforcement action as may be provided by law.
2. Common elements shall not be obstructed, littered or misused in any manner.
3. Children are not allowed to play in hallways, stairwells or elevators. Children under 14 years of age must be supervised at all times and accompanied by an adult.
4. No unit owner or occupant of a unit shall post any advertisement or posters of any kind on the exterior of the unit or balcony.
5. No one is permitted to interfere with or give directions to maintenance personnel or employees of the companies providing service to the Association. If you have any questions or concerns, please contact the office in writing.
6. There will be no skateboards, roller blades or roller skates worn or bicycles ridden inside the buildings. They must be carried outside the common areas before using.
7. Bicycles may not be stored in the hallways or stairwells, per fire code. A bicycle rack is provided for leaseHolder bicycles and located in the west tower.
8. Removal and/or defacing of public notices is strictly prohibited as they are intended for informational purposes to all residents.
9. Do not feed the pigeons, cats or other animals. They are not domesticated and you will remove their natural feeding instincts.

MAINTENANCE OF UNITS AND OCCUPANCY

1. Units shall be occupied in the following manner;
 - a. One bedroom units shall be permanently occupied by no more than two (2) persons.
 - b. Two bedroom units shall be permanently occupied by no more than four (4) persons.
2. **Absolutely no pets of any kind will be allowed in a unit**
3. Units shall be used only for residential purposes, as a single family private dwelling for the unit owner, the members of his family and social guests and for no other purposes.
4. **No trade, business, professional or any type of commercial activity may be conducted in or from any unit.**
5. Each unit owner, at his own expense, shall maintain his unit in good condition and repair.

6. Unit owners shall not permit anything to be done or kept in their units which will increase the rate of insurance on the Association.
7. Unit unit floors must be carpeted over padding and if tile is installed, it must be installed over approved sound proofing material.
8. Unit owners and occupants shall exercise extreme care to minimize noise so as not to disturb the surrounding Unit Owners. Miami-Dade County has a noise ordinance for excessive noise from 11:00 PM to 7:00 AM/
9. The pest control company must be allowed to fumigate each unit monthly to keep the building pest free.
10. The Association must have keys to all units for emergency purposes. If the key is left with another Unit Owner, that person's name must be registered with the office. If no one is available to provide access to the unit in case of an emergency, forcible entry at the expense of the Unit Owner will be made.
11. Promptly report any water leaks or other possible problems to the Association office at (954) 964-7884 or complaints in writing to the Management Office.
12. No structural change or alterations shall be made in any unit, except upon approval, in writing, by the Board of Administration of the Association.
13. Remodeling - Make sure all workers clean hallways and work areas at the end of their workday. Unit Owners will be responsible if any additional cleaning or disposal is required.
14. Draperies, vertical blinds, mini-blinds or shades are the only window treatments allowed.
15. Iron bars on doors or windows is prohibited.
16. Hot tubs are prohibited.
17. Two doors in each unit must remain as covering those changes the aesthetics of the building
18. Please contact the Board for approval when installing windows, doors or shutters

UNIT BALCONIES

1. As per our construction engineer, carpeting on the balconies is prohibited because it contributes to damaging the concrete by retaining moisture.
2. Only outdoor furniture or plants are allowed on a unit's balcony. Plants must have drain pans to prevent retention of water/moisture on balcony slab.
3. No rugs, bedspreads, etc. may be dusted from the windows or balconies of units
5. Drying clothes, including towels and bathing suits, as well as clotheslines and umbrellas on balconies are prohibited. The Balcony shall not be used as a storage area.
6. No barbecues or cooking of any type are allowed on the balconies. This is against the fire code.

UNIT ABSENCE & HURRICANE GUIDELINES

1. Those desiring Hurricane Shutters shall submit a written request to the Board for approval per the City of Hallandale Beach Code Enforcement. A copy of the proposal must be submitted. Hurricane Shutters require a permit from the city.
2. Hurricane Shutters must be accordion shutters in white.
3. Remove all items from balcony when you plan to be absent during hurricane season, Unless you have hurricane shutters.
4. Please shut off the water to your unit when leaving for an extended period of time. This includes the valve to the water heater, the two valves in each bathroom and the one under the kitchen sink. Make sure the refrigerator feeder line is turned off as well.

GUESTS, RENTALS & TRANSFERS

1. Rental is permitted for a period not less than three (3) months.
2. There is a three (3) year waiting period for renting after purchasing a unit.
3. Subleasing is not permitted.
4. All Unit Owners that rent out their unit must submit an approval to the Association office with a copy of the unit lease in conjunction with the application and all tenants and purchasers must be interviewed before moving in. Attached is a copy of items to be included with your application.
5. All guests (including family) or short term rentals must be registered with the Association office and provide a letter of introduction from the Unit Owner as attached. Guests must also be informed of the Rules and Regulations. They must contact the Management office at 954-964-7884 or by email at usaservices@gmail.com
6. Maximum number of guests when owner is not present is subject to immediate family and limited to two (2) three-week periods over a 12 month period.
7. Rental is limited to once a year for minimum of three (3) months once the three year waiting period has been met.
8. All leases must be in writing and a copy must be included for the Association.
9. Owners must inform the Tenants that they must abide by the Rules and Regulations. If Tenants do not comply, the lease may be rescinded and the Tenants will be asked to vacate the unit. Owners are fully responsible for the conduct of their Tenants and any damages caused will be charged to the unit owners.

TRASH DISPOSAL

PLEASE FOLLOW POSTED TRASH ROOM REGULATION NOTICES AS THEY MAY BE AMENDED FROM TIME TO TIME.

1. Garbage chutes shall not be used before 8:00 AM or later 10:00 PM
2. All garbage and recycling items shall be deposited in the disposal installation provided for such purposes. All recycling laws shall be followed and will be strictly enforced.

3. Recycling containers are neither for regular trash nor discards. Please do not co-mingle trash with recycling.
4. Mattresses, furniture appliances or any other large items must be removed from the property by supplier or delivery person or taken to the dump directly. These discarded items may not be placed or stored anywhere on the property.
5. All trash must be placed in tied plastic bags and placed inside the trash chute.
6. Do not drop oversized bags or other oversized items into the trash chute.

LAUNDRY ROOMS

PLEASE FOLLOW POSTED LAUNDRY ROOM REGULATION NOTICES AS THEY MAY BE AMENDED FROM TIME TO TIME

1. Please wipe down machines after use.
2. Please clean filters after use.
3. Please be considerate of others who need to use the laundry machines after you leave.
4. Do not leave any items in the dryers or washers unattended as others may wish to use them.
5. Shut off all lights after finishing use of laundry room.
6. Laundry room hours are from 7:00 AM to 9:00 PM. This is the last load.

SATELLITE DISHES/ANTENNAE

1. No television, radio, satellite or other antennae or satellite system may be installed on any portions of the property except by written approval from the Association. They must be in compliance with the satellite guidelines as set forth by the City of Hallandale Beach.
2. Under no circumstances may an antenna be attached to a wall or the roof or any other portion of the common areas.

MOVING IN & OUT

1. Moving hours are Monday through Saturday, 8:00 AM to 6:00 PM.
2. Use protective mats when moving furniture and appliances in the elevator.
3. Any damages caused to the elevator, catwalks, stairs or other parts of the building shall be charged back to the person moving in or out.

PARKING LOT

1. The parking areas, as defined in the Association Documents for the exclusive use of a Unit Owner is limited to one assigned space per unit.
2. The parking of vehicles in unauthorized spaces or areas is prohibited as guest spaces belong to the recreation area.
3. Parking by owners or Tenants in spaces which are designated as 'guest' is prohibited.
4. All visitors shall park in areas designated as 'guest' parking unless otherwise specifically allowed by a unit owner.
5. All areas designated as 'guest' parking shall be for temporary use only.
6. Only emergency vehicle repairs may be done on the property.
7. Children are prohibited from playing in parking areas.
8. All vehicles must be in good condition and tags must be current. A motor vehicle that can not operate under its own power shall remain on the property for no more than twenty-four (24) hours.
9. Commercial vehicles are only allowed in assigned (reserved) parking spaces between 8:00 AM and 6:00 PM. Commercial vehicles are defined as;

All vehicles of every kind whatsoever (including regular passenger automobiles) which, from viewing the exterior of the vehicle or any portion thereof, shows or tends to show any commercial, charitable, institutional (e.g. church or school) markings, signs, displays or tools, equipment, racks, ladders, apparatus, or otherwise indicates a commercial or other non-personal use are prohibited pos the premises.

10. Only one (1) vehicle is allowed per parking space.
11. Cars parked in reserved parking areas will be towed at the car owner's expense following complaint by Unit owner.
12. Oil leaks from vehicles are ugly and damage the asphalt. Unit Owners who fail to repair their oil leaks will be charged for the resulting pressure cleaning or repairs.
13. The use and parking of go-carts and all-terrain vehicles upon the property is prohibited.
14. The penalty for violation of any of the above rules shall be towing in a manner consistent with local law and in accordance with the Association's documents and at the vehicle owner's expense.