

SAN MARCO VILLAS OF MIAMI CONDOMINIUM ASSOCIATION, INC.
APPLICATION FOR OCCUPANCY

New residents (owners and/or tenants) are required to complete and submit this application to obtain Association approval at least fifteen (15) business days prior to the proposed occupancy date.

GRS MANAGEMENT, INC
15280 NW 79TH COURT, SUITE 101
MIAMI LAKES, FL 33016
PHONE 305-823-0072
FAX 305-823-4888

To avoid delays in processing, **all applications must be submitted to SAN MARCO VILLAS OF MIAMI CONDOMINIUM ASSOCIATION, INC.** Every form must be completed in its entirety, be accurate, and be signed by all required parties. All required supporting documentation and applicable fees must be submitted with the application.

Incomplete, applications will not be accepted or processed until all required information, documentation, is received. Please print legibly using **black or blue ink**.

Incomplete applications will be automatically canceled thirty (30) days after the date of submission date. All application fees are non-refundable.

The following must be included with the application:

_____ Application processing fee of \$150.00 for legally married couples. Any other applicant over 18 years of age must pay an additional \$150.00 per applicant. Made payable to: **GRS Management, Inc. (Cashier's check or money order only) - Application fees are non-refundable.**

_____ **Sales Only:** A completed Estoppel Request must be submitted prior to closing. Pursuant to Section 718.116, Florida Statutes, the Association or its authorized agent will issue the estoppel certificate within ten (10) business days after receipt of a written request and the applicable statutory fee. Payment must be made by cashier's check or money order payable to **GRS Management, Inc.** The current fee is **\$250.00 for standard processing service (issued within 10 business days and \$350.00 for expedited service (issued within 3 business days. An additional \$150.00 if the account is collection.**

_____ **Rentals Only:** Applications will not be approved if there are any outstanding assessments, fees, fines, or other amounts due to the Association.

_____ **Background Check / Local Police Record** Each applicant is required to provide a **background report or a local police record**. As a convenience, **GRS Management, Inc.** may obtain a background screening on behalf of the applicant for an additional fee of **\$55.00 per applicant**. Payment must be made by **cashier's check or money order** payable to **GRS Management, Inc.** **All background screening fees are non-refundable**, regardless of whether the application is approved, denied, withdrawn, or canceled.

_____ **Moving-In Fee:** A **Non-refundable Moving-In Fee of \$200.00** is required for all move-ins in accordance with **Rules and Regulations, Section 20. Payment Requirements: Amount: \$200.00 (Non-Refundable) Payable To: SAN MARCO VILLAS OF MIAMI CONDOMINIUM ASSOCIATION, INC. (Cashier's check or money order only) - Fees are non-refundable.**

_____ A fully executed copy of the Contract for Sale or Lease, signed by all parties.

When a complete application package is received, we will commence the background screening process. Once the background screening is completed, we will forward the application to the Board of Directors for approval.

All inquiries regarding the application process must be made via e-mail to customer@grsmanagement.com.

SAN MARCO VILLAS OF MIAMI CONDOMINIUM ASSOCIATION, INC.
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PLEASE COMPLETE ALL SECTIONS OF THIS APPLICATION. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED OR PROCESSED.

Note: Please note that all applicants over the age of 18 (not married to the primary applicant) must complete a separate application.

Date: _____ Desired Date of Occupancy: _____

This Application is for a: Lease (☐) Purchase (☐) of Unit # _____

Agent Information (if applicable)

Property Address: _____

Realtor's Name: _____ Phone # _____

Applicant information:

Applicant's Name _____ Phone# _____

Email Address: _____

SSN# _____ DOB _____

DL # _____ State _____

MARITAL STATUS: Married (☐) Separated (☐) Divorced (☐) Single (☐)

Spouse's Name: _____

Phone# _____

Email Address: _____

SSN# _____ DOB _____

DL # _____ State _____

LIST OF OCCUPANTS

Total number of individuals who will occupy the unit: _____

Name _____ Age _____

Name _____ Age _____

Name _____ Age _____

Name _____ Age _____

Name _____ Age _____

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PETS

Yes (_) No (_) How Many: _____

Weight: _____ Breed: _____ Color _____

Weight: _____ Breed: _____ Color _____

****Pet Restrictions (Per the Association's Bylaws and Rules & Regulations)**

VEHICLES

Make: _____ Model: _____ Tag #: _____

Make: _____ Model: _____ Tag #: _____

Make: _____ Model: _____ Tag #: _____

Parking: Each unit is assigned one (1) parking space and may obtain up to two (2) additional parking decals. All vehicles must display a valid Association-issued parking decal while parked on the property. Vehicles parked without a valid decal may be subject to towing or other enforcement measures in accordance with the Association's parking rules.

RESIDENCE HISTORY

Applicants must provide a complete employment history for the past three (3) years.

Present Address: _____ Years _____

City _____ State _____ Zip _____ OWN () RENT ()

Name of Landlord _____ Phone # _____

Previous Address: _____ Years _____

City _____ State _____ Zip _____ OWN () RENT ()

Name of Landlord _____ Phone # _____

Previous Address: _____ Years _____

City _____ State _____ Zip _____ OWN () RENT ()

Name of Landlord _____ Phone # _____

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EMPLOYMENT HISTORY

Applicants must provide a complete employment history for the past three (3) years

ARE YOU: Self-Employed? Yes (☐) No (☐) Retired? Yes (☐) No (☐)

Present Employment Name: _____

Address _____ Phone _____

City _____ State _____ Zip _____

From: _____ To _____ Dept or Position: _____

Supervisor: _____ Monthly Income _____

Prior Employment Name: _____

Address _____ Phone _____

City _____ State _____ Zip _____

From: _____ To _____ Dept or Position: _____

Prior Employment Name: _____

Address _____ Phone _____

City _____ State _____ Zip _____

From: _____ To _____ Dept or Position: _____

Spouse's Employer ARE YOU: Self-Employed? Yes (☐) No (☐) Retired? Yes (☐) No (☐)

Present Employment Name: _____

Address _____ Phone _____

City _____ State _____ Zip _____

From: _____ To _____ Dept or Position: _____

Supervisor: _____ Monthly Income _____

Prior Employment Name: _____

Address _____ Phone _____

City _____ State _____ Zip _____

From: _____ To _____ Dept or Position: _____

Prior Employment Name: _____

Address _____ Phone _____

City _____ State _____ Zip _____

From: _____ To _____ Dept or Position: _____

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REFERENCES (No Relatives)

Name _____ Years Known _____

Phone # _____ Email Address: _____

Name _____ Years Known _____

Phone # _____ Email Address: _____

Name _____ Years Known _____

Phone # _____ Email Address: _____

LEASE ADDENDUM

Lessor/Unit Owner becomes delinquent in the payment of any general or special assessments, installments thereof, or any other monetary obligation due and owing to the Association the Association shall have the right, but not the obligation, pursuant to Section 718.116(11), Florida Statutes, to make written demand upon the Lessee/Tenant requiring the Lessee/Tenant to pay subsequent rental payments, or any portion thereof, directly to the Association.

Upon receipt of written demand from the Association the Lessee/Tenant shall remit rental payments directly to the Association in accordance with the Association's written instructions and shall continue making such payments until:

The Association provides written notice releasing the Lessee/Tenant from this obligation; The Lessor/Unit Owner's delinquent monetary obligations to the Association have been satisfied; or the Lessee/Tenant's tenancy in the unit has terminated.

Any rental payments received by the Association shall be applied toward the outstanding monetary obligations owed by the Lessor/Unit Owner to the Association. The Association shall provide written notice of its demand to both the Lessee/Tenant and the Lessor/Unit Owner as required by applicable Florida law.

The Lessee/Tenant shall receive credit against rental obligations owed to the Lessor/Unit Owner for all rental payments properly made to the Association pursuant to the Association's written demand. Payment of rent directly to the Association following proper notice shall provide the Lessee/Tenant protection from any claim by the Lessor/Unit Owner for those amounts timely paid to the Association.

The Association's rights under this provision are cumulative and are in addition to any other rights and remedies available under the Condominium Declaration, Bylaws, Rules and Regulations, Chapter 718, Florida Statutes, or applicable law, including, but not limited to, the right to pursue collection remedies against the Lessor/Unit Owner for delinquent obligations.

The Association's exercise of this right shall not create a landlord-tenant relationship between the Association and the Lessee/Tenant, except as specifically provided by applicable Florida law.

Lesser (Owner) Signature

Lessee (Tenant) Signature

SAN MARCO VILLAS OF MIAMI CONDOMINIUM ASSOCIATION, INC.
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RULES & REGULATIONS

Acknowledgment of receipt of the association rules and regulations

I/We acknowledge that I/we have received a copy of the Association's Rules and Regulations as part of the application package for **SAN MARCO VILLAS OF MIAMI CONDOMINIUM ASSOCIATION, INC.** I/We agree to comply with all provisions of the Association's governing documents, including the Declaration, Bylaws, Rules and Regulations, and any duly adopted amendments.

I/We understand that occupancy of the Unit is limited to the individuals identified in the approved application. No additional person may occupy or reside in the Unit without the prior written approval of the Association when required by the Association's governing documents.

I/We further understand that any violation of the Association's governing documents, including unauthorized occupancy or failure to comply with community rules, may result in enforcement action by the Association as permitted by the Declaration, Bylaws, Rules and Regulations, the lease agreement, and applicable Florida law.

Such enforcement action may include, where authorized, the imposition of fines, suspension of use rights, legal action, and other remedies available to the Association. I/We acknowledge that any termination of tenancy or eviction proceedings must be pursued through the Unit Owner/Landlord and the appropriate legal process as required by applicable law.

All adult applicants must sign below to acknowledge receipt of an agreement to comply with the Association's Rules and Regulations.

Applicant Signature: _____ Date: _____

Applicant Signature: _____ Date: _____

INTERVIEW

Acknowledgment of the required interview

I, _____, acknowledge and understand that an interview with the Association representative is required prior to moving-in to the community. I further understand that completion of this interview is a requirement of the application process and must be completed before occupancy is permitted.

Applicant Signature: _____ Date: _____

Applicant Signature: _____ Date: _____

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ACKNOWLEDGMENT OF INSURANCE RESPONSIBILITY

I acknowledge and understand that the Association's master insurance policy does **not** provide coverage for damage occurring within my condominium unit. This includes, but is not limited to, damage to interior walls, flooring, cabinets, countertops, fixtures, appliances, personal property, improvements, and losses resulting from water intrusion or flooding, except as otherwise required by the Association's governing documents or applicable law.

I further acknowledge that it is my responsibility, as the unit owner, to obtain and maintain an **HO-6 Condominium Unit Owners Insurance Policy**. An HO-6 policy is specifically designed for condominium owners and provides coverage for personal property, interior improvements, liability, loss assessments (when applicable), and other items not covered by the Association's master insurance policy.

By signing below, I acknowledge that I have read and understand my insurance responsibilities and agree that the Association shall not be responsible for losses or damages that are the responsibility of the unit owner under the governing documents or the owner's individual insurance policy.

Applicant Signature: _____ Date: _____

Applicant Signature: _____ Date: _____

CRIMINAL HISTORY DISCLOSURE

Has any applicant been convicted of a felony or misdemeanor (excluding minor traffic violations)?

☐ Yes ☐ No

Applicant Name: _____

If yes, please provide the following information:

Offense: _____

Date of Conviction: _____

Jurisdiction (City/State): _____

Additional Explanation (Optional): _____

I/We certify that the information provided in this application is true, complete, and accurate to the best of my/our knowledge. I/We understand that failure to provide complete and accurate information, including the omission or misrepresentation of required information, may result in denial of occupancy approval.

Applicant Signature: _____ Date: _____

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AUTHORIZATION FOR FILE DISCLOSURE AND CONSUMER REPORTING

I hereby authorize **GRS Management, Inc.** and **Verify Screening Solutions, Inc.**, including their designated agents, employees, and authorized representatives, to obtain, review, and verify consumer reports and related information for the purpose of evaluating my application for residency, lease approval, or purchase eligibility.

I understand that the screening process may include, but is not limited to, obtaining and reviewing the following information:

- Consumer credit reports;
- Criminal history information;
- Eviction records;
- Rental payment history;
- Rental and occupancy history; and
- Other information necessary to evaluate my eligibility as a prospective resident.

I further authorize the association **SAN MARCO VILLAS OF MIAMI CONDOMINIUM ASSOCIATION, INC., GRS Management, Inc.,** and **Verify Screening Solutions, Inc.**, and their authorized representatives, to obtain and review applicable information during the term of my occupancy.

I certify that all information provided in my application for residency is true, accurate, and complete. I understand that providing false, fraudulent, incomplete, or misleading information may result in the denial of my application, the termination of my residency, or other remedies available under applicable law.

I understand that screening results and related information will be maintained in confidence and may be disclosed only to authorized parties as permitted by applicable law or upon my written authorization.

Applicant Information

Full Legal Name (First, Middle, Last): _____

Current Home Address (including Unit No., if applicable):

Address: _____

City _____ State _____ Zip _____

Applicant Telephone Number: _____

Social Security Number: _____ Date of Birth: _____

Driver's License Number and State Issued: _____

Applicant Signature: _____ Date: _____



GRS Management, Inc

15280 NW 79TH Court Suite 101
Miami Lakes, FL 33016
PH: (305) 823-0072 Fax: (305) 823-4888
Email: Customer@grsmanagement.com
Website: www.grsmanagement.com

**SAN MARCO VILLAS OF MIAMI CONDOMINIUM ASSOCIATION, INC.
ELEVATOR RESERVATION**

The Association required elevator reservations for move-ins and move-outs. Elevator reservations are available **Monday through Friday, from 8:00 a.m. to 5:00 p.m., subject to Management approval and availability.**

To request an elevator reservation, please complete this form and submit it to GRS Management Inc. at least 72 hours prior to the requested move date.

Date: _____ Unit/Account Number: _____

Association Name: _____

Resident/Occupant Name: _____

Property Address: _____

City: _____ State: _____ ZIP Code: _____

Phone: _____ Alternate Phone: _____

Email: _____

Requested Access

Date Access is Needed: _____ Move-ins and move-outs Time: _____

Moving Requirements and Responsibilities ☐ Owner ☐ Tenant

Moving Boxes: All empty moving boxes must be flattened and properly disposed of after the move. Boxes may **not** be disposed of in the building's trash chute, if applicable, to prevent damage or blockage.

Bulk Item Disposal: Empty boxes, packing materials, furniture, appliances, or other moving debris may **not** be left in any common area or placed inside the Association's dumpsters.

Moving Furniture: Furniture and other large items must be moved through the building's designated entrance and transported using the reserved elevator. Moving furniture through balconies, windows, or any exterior opening is strictly prohibited, as it may damage the building's exterior and common elements.

Damages and Fees: The unit owner is responsible for any damage to the elevator, lobby, common areas, or other Association property resulting from the move. Improper disposal of moving materials or debris may also result in charges. A **\$500.00 damage fee** may be assessed to the owner's account to cover the cost of repairs, cleaning, disposal, or other expenses incurred by the Association.

FOR OFFICIAL USE ONLY

Date Received: _____ Date Completed: _____

Completed By (GRS Management Representative): _____



GRS Management, Inc

15280 NW 79TH Court Suite 101

Miami Lakes, FL 33016

PH: (305) 823-0072 Fax: (305) 823-4888

Email: Customer@grsmanagement.com

Website: www.grsmanagement.com

**SAN MARCO VILLAS OF MIAMI CONDOMINIUM ASSOCIATION, INC.
PET REGISTRATION INFORMATION**

Date: _____ Unit/Account Number: _____

Resident/Occupant Name: _____

Property Address: _____

Phone Number: _____

Email Address: _____

Pet restrictions may vary in accordance with the Association's Declaration, Bylaws, and Rules and Regulations.

Pet Age: _____ **Weight (lbs):** _____

Miami-Dade County Tag/License Number: _____

License information may be verified through the applicable County records.

Date of Most Recent Rabies Vaccination: _____

Please attach a current copy of the pet's vaccination records.

Required Attachments

Please submit the following with this registration:

- ☐ Current photograph of the pet
- ☐ Current rabies vaccination certificate
- ☐ Miami-Dade County pet license/tag information (if applicable)

Owner Certification

I certify that the information provided above is true and correct. I understand that all pets must comply with the Association's Governing Documents, including all applicable pet restrictions, rules, and regulations. I further acknowledge that any change in pet ownership or pet information shall be reported to the Association within thirty (30) days.

Pet Owner Name: _____

Pet Owner Signature: _____

Date: ____ / ____ / ____

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RULES AND REGULATIONS

Adoption of and Amendment to Rules and Regulations. The Board of Directors ("Board") of SAN MARCO VILLAS OF MIAMI CONDOMINIUM ASSOCIATION INC. ("Association") may from time to time adopt administrative rules and regulations governing the details of the operation, use maintenance, management and control of the Units, the Property, Common Elements, Limited Common Elements and any other facilities or services made available to Owners ("Rules and Regulations"). Copies of the Rules and Regulations shall be posted in a conspicuous place on the Property prior to the time that they become effective, and copies of the same shall be furnished to each owner at least 72 hours prior to the time they become effective.

These rules and regulations are in addition to the existing rules and regulations already in place as declared in the existing bylaws of this Association

1. Sidewalks, doorways, vestibules, halls, stairways, common, limited common area and similar areas shall not be obstructed nor shall refuse, furniture, boxes, bicycles, tricycles, scooters, motorcycles or other items be placed therein by Owners, Tenant or its Officers, agents, servants, and employees, or used for any purpose other than entering and leaving the Premises, or for going from one part of the Buildings to another part of the Building. Canvassing, soliciting, and peddling in the building are prohibited.
2. No machinery of any kind, other than ordinary office machines such as typewriters and personal computers, shall be operated on premises without the prior written consent of the Board of Directors, nor shall a unit owner/s use or keep or allow on the Premises or the Building any flammable, explosive fluid or substance, or any illuminating materials.
 - a) The use of barbecue or any other cooking device is not allowed on any balcony, front porch, hallway, common areas, or limited common areas.
3. No signs, directories, posters, advertisements, or notices shall be painted or affixed on or to any of the windows or doors or in corridors or other parts of the building. The Association shall have the right to remove all unapproved signs without notice at the expense of the unit owner (s). This is in addition to paragraphs (d), (f), and (i) of the existing rules and regulations.
 - a) Storage of bicycles, motorcycles, or similar recreational vehicles is not permitted in balconies, front porches, and/or hallways, around stairs, or in any common area. Any items found in the

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common areas or limited common areas are subject to disposal by maintenance personnel without prior notice at the owner's expense.

- b) Balconies and front porch are to be kept clean of trash, debris, boxes, or construction materials; the maintenance personnel will dispose of these materials/trash at the unit owner/s expense. No shutters are allowed to be stored on balconies. The only storage permitted at balconies/backyards is plastic storage approved by the association. See the picture attached
- c) No cloth, clothing, rags or mops shall be hung open or shaken from windows, doors, balconies or terraces. Unit owners shall not throw cigars, cigarettes or any other object from balconies, doors, windows or terraces. Unit owners shall not allow anything to be thrown or to fall from balconies, doors, windows or terraces. No sweepings or other substances shall be permitted to escape to the exterior of the Condominium from the balconies, doors, windows or terraces.
- d) No nails, hooks or screws shall be driven into or inserted in any part of the Building except as approved by maintenance personnel.

e) No boxes, crates or other such materials shall be stored in hallways or other common areas. When unit owner/s, guests, lessees, or tenants must dispose of crates, boxes, or other extraordinary waste, it will be the responsibility of the unit owner/s, guests, lessees, or tenants to dispose of the same in the assigned construction garbage bin, in the rear, when available (not in the regular garbage bin).

f) **CLEANLINESS:** All garbage and refuse from the Condominium shall be deposited with care in garbage containers intended for such purpose at such times and in such manner as the Association shall direct. All disposals shall be used in accordance with instructions given by the Association.

g) **TRASH:** All refuse, waste, bottles, cans, and garbage, etc., shall be securely wrapped in plastic garbage bags and placed in the appropriate collection containers.

Garbage bin doors are to be kept closed at all times. All big cardboard boxes have to be broken down before putting them in the trash container, if not, owner/resident may be fine / billed for it.

h) Each unit owner shall cooperate in keeping the premises neat and clean.

i) No portion of the building shall be used for the purpose of providing lodging.

- 4. Absolutely no consumption of alcohol, drugs, and/or illegal substances is allowed in any part of the common area or limited common area.

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5. Children are not allowed to play in the parking areas, the public walkways, or on the stairways.
6. No riding bicycles, skates, skateboards, mopeds, go-carts, or any other recreational toys are allowed in the parking lot, hallways, or common areas. This includes, but is not limited to, fuel/electric-powered toys of any type.
7. Toddler's toys (5 years and younger) will NOT be allowed in the grass area or any common area at the community; this will be subject to disposal by maintenance personnel without notification.
8. Unit owner/s, guest, lessees, or tenants shall not cause or permit any improper noises in the building or allow any unpleasant odors to emanate from the Premises or otherwise interfere, injure, or annoy in any way other tenants or persons. This is in addition to paragraphs (b) and (c) of the existing rules and regulations.
 - a) Unless expressly permitted in writing by the Association, no floor covering shall be installed in the units, other than any carpeting or other floor covering installed by the Developer. In any event, each unit owner shall have the duty of causing there to be placed underneath such floor covering, so as to be beneath any such floor covering and the concrete slab, generally accepted and approved materials for the diminution of noise and sound, so that the flooring shall be adequately soundproof. Radios, televisions, and other devices that may create noise should be turned down to the minimum volume between 10:30 PM and 8:00 AM. All other unnecessary noises, such as slamming doors between these hours, should be avoided.
9. Pets are to be walked by their owners outside the premises, and they must always be leashed. Pet owners are responsible for picking up and cleaning any waste left by their pets. (See rule (m) in the original rules and regulations. Violators can be fined up to \$100.00 per violation.
10. It is not allowed to feed pigeons, wild birds, or any other street undomesticated animal on or in the vicinity of the property; such violation will carry a fine of \$100.00 per incident as applicable by law.
11. No Satellite antennas will be allowed to be installed at the building without the association's previous approval and must be installed professionally and in such a way as to minimize harmful visual material effect; they cannot be attached to the roof or roof overhang. The unit owner is responsible for any damage caused by the installation of the antenna, regardless of the circumstances. Maintenance personnel at the unit owner's expense will remove any antenna

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installed without association approval, or any antenna tied to the roof, roof overhang, or installed unprofessionally. To maintain a uniform appearance throughout the condominium, all units must comply with the approved exterior tile guidelines: off-white tiles for the front of the unit and ivory tiles for the rear.

12. No industry, business, trade, or occupation of any kind shall be conducted, maintained, or permitted in any part of the complex or unit. (See rule (h) in the original rules and regulations.
13. Storm shutters are to be set in place when a Hurricane Warning advisory is declared by the National Weather Service, and they must be removed within 7 days after the storm has passed. All hurricane shutters in place after the 7-day period will be subject to a \$100.00 fine per day, as applicable by law. No shutters are allowed on the balconies.
14. The recreational facilities of the condominium are for the exclusive use of unit owners, their lessees, tenants, and their respective family members and guests. No guest of any unit owner shall be permitted to use the recreational facilities of the Condominium unless the guest has been registered with the Board of Directors. Any damage to the buildings, to the recreational facilities, or to the other common areas or equipment caused by any unit owner, lessees, or their respective family members and guests shall be repaired at the expense of the unit owner responsible.
15. The Gazebo hours are from 8:00 AM to 7:00 PM, except when reserved in advance; in such cases, the hours will be from 8:00 AM to 10:00 PM Sunday through Thursday and 8:00 AM to 12:00 midnight on Friday and Saturday or before a national public holiday.
16. When permitted the use of the Gazebo, the unit owner is responsible for leaving the Gazebo clean of any trash and debris, stains, etc. There will be a \$150.00 deposit, refundable after the Gazebo is inspected and approved as clean and undamaged. Any physical damage to the Gazebo and its surroundings will be fixed or replaced at the owner's expense.
17. **DESTRUCTION OF PROPERTY:** Neither unit owners, their family members, lessees, tenants, nor guests shall mark, damage, destroy, deface, or engrave any part of the Condominium. Unit owners shall be financially responsible for any such damage.
18. All rentals must be approved by the Board of Directors prior to any tenant or Lessee moving in.

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- a) Prior to submission of a petition for rental, the unit owner must be current with maintenance assessment and any and all monies due to the association. If the unit owner's account is not current, the petition for rental will not be accepted.

RENTALS/LEASE AND SALES

These rules are in addition to the laws set forth in the Declaration of Condominium Articles 5.7(b) and Article 11.10.

All proposed tenants must be approved by the B.O.D. prior to the new lessees moving in.

19. The unit owner/s, guests, lessees, or tenants shall notify the Board of Directors in writing when heavy equipment is to be taken in or out of the building, and the move shall be made after written permission is obtained by the Board of Directors on such conditions as the Board shall require. Any moving in or moving out of Tenant's equipment, furniture, files, and/or fixtures shall be done only with prior written notice to the Board of Directors. Unit owner/s shall bear all risk of loss relating to damage incurred with respect to the property in the process of such a move and in addition, shall indemnify and hold San Marco Villas of Miami Condominium harmless as to all losses, damages, claims, causes de action, cost and/or expenses relating to personal injury or property damage sustained by unit owner/s or any third party on account of unit owner/s moving activities.

- a) It is the unit owner/s responsibility to provide a copy of the condominium rules and regulations, Declaration of Condominium, Articles of Incorporation, and Bylaws to his/her new tenants.
- b) Violation of the rules and regulations by the tenant/lessee will be considered an automatic breach of contract, and the tenant/lessee will have to vacate the premises. (THIS MUST BE INCLUDED IN THE LEASE/RENTAL CONTRACT OF AGREEMENT).
- c) Any rental/lease without proper or prior approval is subject to a US\$100.00 fine per day as applicable by law.

20. An impact Fee (moving charge) of \$200.00 will be assessed to all new owners and renters.

21. Unit owner/s or tiller of the lessees, shall do, or permit anything to be done in or about the

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Building or bring or keep anything therein, that will in any way increase the rate of fire or other insurance on the Building or on property kept therein or otherwise increase the possibility of fire or another casualty. This is in addition to paragraph (g) of the existing rules and regulations.

22. Unit owner/s, lessees, or tenants are responsible for their guest, their guests' behavior, and/or any wrongdoing caused by their guests.

23. PARKING RULES

This is in addition to paragraphs (u) and (v) of the existing rules and regulations.

- a) No Vehicles, Motorcycles, Bicycles, etc. are allowed to be parked or stationed in any part of the complex, i.e., hallways, balconies, front porch, stairs, etc.) except in assigned parking spaces or visitor parking spaces; Motorcycles are not allowed to be parked anywhere at San Marco Villas unless the association gives previous authorization. Any motorcycles improperly parked will be towed at the owner's risk and expense without prior warning. Motorcycles are only permitted to park behind the parking bumper assigned to the unit and must not extend onto or touch the grass.
- b) No vehicle belonging to a unit owner, lessee, or tenant or to a member of the family or guest, tenant, or employee of an owner or a lessee shall be parked in such a manner as to impede or prevent access to another parking space. Unit owners, lessees, and families shall obey the parking regulations posted at the parking areas and drives, and any other traffic regulations promulgated in the future for the safety, comfort, and convenience of the unit owners. No motor vehicle that cannot operate on its own power shall remain within the Condominium Property for more than twenty-four (24) hours, and no repair vehicles, except for emergency repairs, shall be made within the Condominium Property. Washing and waxing of motor vehicles shall be limited to such areas, if any, designated by the Association for the cleaning of motor vehicles.
- c) Each parking space which is assigned as an appurtenance to a particular unit may be used only by the unit owner or lessee of such unit, except when the unit owner has given written permission for use (copy to Association) by another unit owner, lessee or guest. No unit owner or

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lessee or their respective family members, employees, servants, agents, visitors, or licensees may park in their vehicle in any assigned space other than the space assigned to the unit owner of the particular unit. All vehicles must be parked within the painted lines and pulled up close to the bumper. As a security measure, all automobile doors should be locked.

d) It is established that San Marco Villas is a community that requires a parking decal or parking permit. The decal must be placed on the right side of the windshield of each car belonging to a unit owner, lessee, tenant, or visitor. This pertains to all cars that will be parked in a guest or assigned parking space or any other parking space.

1. Overnight visitors must text the parking enforcement company with the vehicle's tag number, color, make, and model to avoid being booted or towed. This process allows residents to park until a temporary parking permit is requested the following day, if needed.
2. Each authorized Unit owner, tenant, resident, and/or Lessee of the association shall provide a registration with a San Marco address and the tag number of each vehicle for which they request a parking decal or a parking permit. Each parking permit may only be displayed in the vehicle for which it was issued. Displaying a parking decal or a parking permit in a vehicle other than the one for which it was issued will be cause for the immediate towing of said vehicle, without prior notice, at the owner's expense.
3. The cost of each parking decal or parking permit shall be set and adjusted in accordance with the rules and regulations of the association and as the association deems necessary.
4. Tenants and/or Lessees who have not been previously approved by the board of directors or who do not comply with the rules and regulations of San Marco Villas shall not have the right to obtain a parking decal or parking permit. In extreme cases, previously issued parking decals and/or parking permits may be revoked.
5. San Marco villas units only have 1 (one) assigned parking space per unit. Each unit may request up to 2 additional parking decals or parking permits, provided the unit owner is current with maintenance and special assessments, and all monies due to the association and the unit are not in violation of any association rules and regulations. In addition to what this article says, the association established that the first vehicle to receive the parking decal or parking permit will be

SAN MARCO VILLAS CONDOMINIUM ASSOCIATION

the ONLY one permitted to park between 11:00 pm and 6:00 am (next day) in the assigned parking space designated to each unit. This vehicle will be identified by a permit with a special color to distinguish it from the regular decals or parking permits of vehicles parked in other parking spaces. If this vehicle, designated with a different decal or parking permit (color), is seen parked in any other parking space, whichever is, during this time frame, it will be towed at the owner's expense.

6. No reverse parking will be permitted at San Marco villas. With this measure, the association avoids unnecessary damage to the association property and parking bumpers, and also this will help the parking surveillance process and police inspections in case we have any.
- e) Trucks, campers, recreational vehicles, boats, and trailers may not be parked on the condominium property.
- f) No commercial vehicles allowed. (Federal, County, or City official vehicles and vehicles authorized by the Board of Directors are exempt up to a maximum weight of ½ ton).
- g) All vehicles double-parked, parked improperly, parked in a fire lane, common area, or any place other than the assigned parking space or visitor's parking space will be towed, at the owner's expense, without prior warning.
- h) No trailers of any kind are permitted in the complex.
- i) No vehicles with a total weight over 3/4th ton will be allowed without prior authorization from the Board of Directors.
- j) Any vehicle with an expired auto tag will be towed after a 24-hour notice has been issued as an opportunity for the owner to correct the violation.
- k) Vehicles leaking oil will be towed with no warning at the owner's expense, and damage caused to asphalt/pavement will be the owner's responsibility.

NOTICE TO RESIDENTS

PARKING AND BOOTING ENFORCEMENT

Date of Notice: November 19, 2024

Please be advised that, due to ongoing parking violations, the Association has an agreement with Dade Booting LLC to monitor and enforce the parking rules and regulations of San Marco Villas of Miami Condominium Association, Inc.

MONITORING AND BOOTING ARE AUTHORIZED
24 HOURS A DAY, 7 DAYS A WEEK

THIS NOTICE SERVES AS YOUR WARNING

Vehicles may be booted or immobilized immediately for any of the following violations:

- Parked without a valid decal or pass
- Decal does not match the registered vehicle
- Parked on the grass
- Double parked
- Improperly parked
- Expired tag or license plate

DADE BOOTING LLC

(305) 964-7911 | www.dadebooting.com

24/7 SERVICE

Violators are responsible for all costs resulting from parking violations.

AFTER-HOURS EMERGENCY INFORMATION

Office Hours: Monday-Friday, 9:00 a.m.-5:00 p.m.

For association-maintained property emergencies outside office hours, call:

GRS MANAGEMENT: (305) 823-0072

Emergency examples:

Major water leaks | Electrical emergencies | Other urgent maintenance

For all non-emergency matters, contact Management during normal business hours.

MANAGEMENT CONTACT

GRS Management, Inc. | (305) 823-0072

customer@grsmanagement.com | www.grsmanagement.com

Please retain this notice for your records.

AVISO A LOS RESIDENTES

CONTROL DE ESTACIONAMIENTO E INMOVILIZACIÓN

Fecha del aviso: 19 de noviembre de 2024

Se informa que, debido a infracciones continuas de estacionamiento, la Asociación tiene un acuerdo con Dade Booting LLC para supervisar y hacer cumplir las reglas y regulaciones de estacionamiento de San Marco Villas of Miami Condominium Association, Inc.

**LA SUPERVISIÓN Y LA INMOVILIZACIÓN ESTÁN AUTORIZADAS
LAS 24 HORAS DEL DÍA, LOS 7 DÍAS DE LA SEMANA**

ESTE AVISO CONSTITUYE SU ADVERTENCIA

Los vehículos pueden ser inmovilizados inmediatamente por cualquiera de las siguientes infracciones:

- Estacionado sin calcomanía o pase válido
- La calcomanía no corresponde al vehículo
- Estacionado sobre el césped
- Estacionado en doble fila
- Estacionado incorrectamente
- Etiqueta o placa vencida

DADE BOOTING LLC

(305) 964-7911 | www.dadebooting.com

SERVICIO 24/7

Los infractores son responsables de todos los costos resultantes de las infracciones.

INFORMACIÓN DE EMERGENCIAS FUERA DE HORARIO

Horario de oficina: lunes a viernes, de 9:00 a.m. a 5:00 p.m.

Para emergencias fuera de horario en propiedad mantenida por la Asociación, llame al:

GRS MANAGEMENT: (305) 823-0072

Ejemplos de emergencias:

Fugas importantes de agua | Emergencias eléctricas | Mantenimiento urgente

Para asuntos que no sean emergencias, contacte a la Administración durante el horario normal.

CONTACTO DE LA ADMINISTRACIÓN

GRS Management, Inc. | (305) 823-0072

customer@grsmanagement.com | www.grsmanagement.com

Conserve este aviso para sus archivos.