

Instructions for submitting your Application for Occupancy

Grandview at Emerald Hills

The Application for Occupancy is designed for a single applicant or married couple only. If you are married but do not share the same last name, please provide a marriage license, or pay as two single applicants.

In order to process your application accurately and efficiently, please read all of the following instructions and provide **everything** listed in the instructions or there will be a delay in processing.

The processing fee is \$150 per application. Standard processing time is 2-3 business days, which begins once payment has been received.

We offer Rush Service for 24-hour processing, for an additional \$25 per application. This rush service only applies to the background check and **does not** change Grandview's approval processing time.

Payment can be made by Zelle or credit card.

If using Zelle, use the email address: **acr.zelle@gmail.com**

If paying by credit card the payment authorization form should NOT include your credit card number. You will receive a link via email to make your payment. If you do not see the email in your inbox, please check your junk mail/spam folder. You may also pay by phone after you've received a reply to your order.

You may choose one of the following delivery options:

- A. Email your package to: CustomerService@AssociatedCreditReporting.Com

(Please put the association's name on the subject line!)

- B. Fax to 954-543-9411

- C. Hand deliver your application to our office. Please contact us to make an appointment first. No walk-ins are allowed. You may also FedEx your application or send by USPS but we recommend sending it registered so it can be tracked.

GRANDVIEW AT EMERALD HILLS

Date: _____ Unit: _____

Seller: _____
Print Name

Buyer: _____ Phone#: _____
Print Name

Realtor (if applicable) Name: _____ Phone#: _____

The Association requires the application to be returned with the following information in one complete package:

1. Completed Sales Application
2. Executed Sales Contract (Please include all riders & Addendums)
3. Copy of US State issued ID Photo ID or Foreign Equivalent, Social Security Card
4. Auto Registration & Proof of Insurance
5. Background Screening & Credit History Consent Form
6. Electronic Correspondence Consent Form
7. Acknowledgement of Receipt of Rules and Regulations
8. Indemnification Hold Harmless
9. Move-in Rules and Recommendations
10. 20% of Sale Price - Copy of Escrow Letter (Required)
11. Copy of Preceding Two (2) Years Signed Income Tax Return (Proof of Annual Income of \$65,000 for Purchase)
12. Copy of Last Three (3) Month's Bank Statements (All Pages)
13. Copy of the Last Preceding (2) Month's Pay Stubs
14. Copy of the "Good Faith" and Commitment Form (from Mortgage Company). If purchasing cash, please provide Proof of Funds.
15. Copy of Homeowner Insurance Quote (Personal Liability Minimum Limit Must Be \$100,000) (Must Show Proof of Payment on Closing Statement)
16. Money Order or Cashier Check for \$500 Move-In/Out Deposit (Made Payable to Grandview at Emerald Hills Association, Inc)
17. If Purchaser is a Company: Must Provide Current Copy of Valid Operating Agreement and Articles of Incorporation. It must also state who is authorized to Sign on Behalf of the Company.
18. Reasonable accommodation policy and procedure for ESA/Service Animal (if applicable)

These documents will provide the association with evidence of your ability to pay principal, interest, taxes and insurance, monthly condo maintenance, special assessments, and ordinary living expenses. A buyer's target ratio should be 28% or less of gross income devoted to housing costs plus recurring debt obligations.

Our Board has approved this action to protect the unit owners from being burdened by absorbing the additional cost of delinquent owners. The association is ensuring prospective buyers have the financial resources to meet their obligations to the Associations and prevent any future foreclosures.

The application will be processed once all forms are filled out and all required documents have been supplied.

Acknowledged by: Buyer _____
Signature

Received by: _____ **Date:** _____

*******THIS IS A NO PET PROPERTY*******

MANDATORY APPLICATION INFORMATION

1. We **must** have notice of intent to sell from the owner with listing price.
2. The Association reserves the Right of First Refusal.
3. Please fill out the application **completely**. Include phone numbers, complete addresses, landlord phone numbers, zip codes, etc. **Failure to complete the form as outlined will delay the application procedure, resulting in the postponement of the screening process.** Three-character references are required; any less will be considered an incomplete application. Family members are not valid character references.
4. Married couples who share the same last name, applying together, may use one application form. All others must fill out separate application forms.
5. The **\$150.00** per applicant screening fee is due with the submission of the application. Once the application is processed, **no** refunds are given.
6. Copy of Driver's License for each applicant.
7. The buyer must put up a minimum of **20%** and have a loan commitment in writing **Per page 9 of 25 Exhibit C section B Mortgage and other Alienation of unit.** Please be advised this is not an FHA approved property.
8. There is a ten (**10**) day waiting period for a credit report. After receipt and review of the report, we will then contact the client for their interview. All persons (**18 & over**) listed on application, must be present for interview.
9. A (**money order**) or (**cashier's check**) for **\$500.00** must be presented upon approval as a security deposit for move in.
10. **NO** screening appointment will be made until **ALL** forms are filled out completely. **ALL** the required information has been supplied. This application process takes **approximately 30 days** from the date that a **completed** application was received.

READ FIRST: Complete all questions and fill in all blanks. All information supplied is subject to verification. If any question is not answered/left blank, or answered falsely, this application may be returned, not processed, and/or not approved. Missing information will cause delays. Once submitted, order can be cancelled but your fee will not be refunded. Rev. 06/2014

**** THIS APPLICATION IS FOR A SINGLE PERSON OR A MARRIED COUPLE ONLY! ****

APPLICATION FOR OCCUPANCY

Association Name: _____

Purchase Lease Occupant Apt.# _____ Bldg.# _____ Address applied for: _____

Full Name _____ **Date of Birth** _____ **Social Security #** _____

Single Married Separated Divorced How Long? _____ Other legal or maiden name _____

Have you ever been convicted of a crime? _____ Date (s) _____ County/State Convicted in _____

Charge (s) _____

Applicant's Cell Number(s) _____ Applicant's Email Address _____

Spouse _____ **Date of Birth** _____ **Social Security #** _____

Other legal or maiden name _____ Have you ever been convicted of a crime? _____ Date (s) _____

County/State Convicted in _____ Charge (s) _____

Spouse's Cell Number(s) _____ Spouse's Email Address _____

No. of people who will occupy unit – Adults (over age 18) _____ Description of Pets _____

Names and ages of others who will occupy unit _____

In case of emergency notify _____ Address _____ Phone _____

PART I – RESIDENCE HISTORY

A. Present address _____ Phone _____
(Include unit/apt number, city, state and zip code)

Apt. or Condo Name _____ Phone _____ Dates of Residency: From _____ to _____

Own Home Parent/Family Member Rented Home Rented Apt Other _____ Rent/Mtg Amount _____

Are you on the Lease? _____ If not, who is the leaseholder? _____ Are you on the Deed? _____ If yes, under what name? _____

Name of Landlord _____ Phone _____ Email address _____

Is your Landlord the: Owner of the property Realtor Family Member Roommate Property Manager Other _____

B. Previous address _____
(Include unit/apt number, city, state and zip code)

Apt. or Condo Name _____ Phone _____ Dates of Residency: From _____ to _____

Own Home Parent/Family Member Rented Home Rented Apt Other _____ Rent/Mtg Amount _____

Were you on the Lease? _____ If not, who is the leaseholder? _____ Were you on the Deed? _____ If yes, under what name? _____

Name of Landlord _____ Phone _____ Email address _____

Is your Landlord the: Owner of the property Realtor Family Member Roommate Property Manager Other _____

C. Previous address _____
(Include unit/apt number, city, state and zip code)

Apt. or Condo Name _____ Phone _____ Dates of Residency: From _____ to _____

Own Home Parent/Family Member Rented Home Rented Apt Other _____ Rent/Mtg Amount _____

Were you on the Lease? _____ If not, who is the leaseholder? _____ Were you on the Deed? _____ If yes, under what name? _____

Name of Landlord _____ Phone _____ Email address _____

Is your Landlord the: Owner of the property Realtor Family Member Roommate Property Manager Other _____

PART II – EMPLOYMENT REFERENCES

Include a recent copy of an earnings statement to expedite processing

- A. Employed by _____ Phone _____
 Dates of Employment: From: _____ To: _____ Position _____ Fax _____
 Monthly Gross Income _____ Address _____
- B. Spouse Employed by _____ Phone _____
 Dates of Employment: From: _____ To: _____ Position _____ Fax _____
 Monthly Gross Income _____ Address _____

PART III – BANK REFERENCES

Include a recent copy of a bank statement to expedite processing

- A. Bank Name _____ Checking Acct. # _____ Phone _____
 Address _____ Fax _____
- B. Bank Name _____ Savings Acct. # _____ Phone _____
 Address _____ Fax _____

PART IV – CHARACTER REFERENCES (No Family Members)

- 1. Name _____ Home Phone _____
 Address _____ Business Phone _____
 Email Address _____ Cellular Phone _____
- 2. Name _____ Home Phone _____
 Address _____ Business Phone _____
 Email Address _____ Cellular Phone _____
- 3. Name _____ Home Phone _____
 Address _____ Business Phone _____
 Email Address _____ Cellular Phone _____
- 4. Name _____ Home Phone _____
 Address _____ Business Phone _____
 Email Address _____ Cellular Phone _____

Are you using a realtor? Yes _____ No _____ If yes: Realtor's name _____
 Email Address _____ Cellular Phone _____

Driver's License Number (Primary Applicant). _____ State Issued _____
 Driver's License Number (Secondary Applicant) _____ State Issued _____
 Make _____ Type _____ Year _____ License Plate No. _____
 Make _____ Type _____ Year _____ License Plate No. _____

If this application is not legible or is not completely and accurately filled out, Associated Credit (and the Association) will not be liable or responsible for any inaccurate information in the investigation and related report (to the Association) caused by such omissions or illegibility.

By signing the applicant recognizes that the Association and Associated Credit will investigate the information supplied by the applicant, and a full disclosure of pertinent facts will be made to the Association. The investigation may be made of the applicant's character, general reputation, personal characteristics, credit standing, police arrest record and mode of living as applicable. This form is for the exclusive use of Associated Credit Reporting, Inc.

Applicant's Signature _____ Date _____ Spouse's Signature _____ Date _____

*****AUTHORIZATION FORM*****

I/We hereby authorize **Associated Credit Reporting, Inc.** to obtain data to verify any and all information they request with regards to my/our Application for Occupancy, specifically the verification of my bank account(s), credit history, residential history, criminal record history, employment verification and character references.

I/We hereby waive any privileges I/we may have with respect to the said information in reference to its release to the aforesaid party. Information obtained for this report is to be released to the authorized party designated on the Application for Occupancy, for their exclusive use only. **PLEASE INCLUDE COPY OF DRIVER'S LICENSE TO CONFIRM IDENTITY.** If you do not have a driver's license, please include a copy of your Passport or current government issued identification card.

I/We acknowledge our rights as stated in the Fair Credit Report Act that I/we are entitled to a copy of the report upon proper written request and can dispute any inaccurate information for re-verification. I/We understand that Associated Credit Reporting, Inc. is not directly involved in the approval or denial of any applicant. The information received by Associated Credit Reporting, Inc. shall be held in strict confidence, protected as governed under the Fair Credit Reporting Act, and will never be released to any third party other than the designated recipient. I/We further understand that this is a non-refundable process.

By signing below, I/We further state the Application for Occupancy and Authorization Form were signed by me/us and was not originated with fraudulent intent by me/us or any other person and that the signature(s) below are my/our own proper legal signature. I/We certify (or declare) under penalty of perjury that I/We agree to the foregoing and; that all answers and information contained on the Application for Occupancy are true and correct and will hold Associated Credit Reporting, Inc. harmless from the result of the investigation.

(Applicant's Signature)

(Spouse's Signature)

(Applicant's Name Printed)

(Spouse's Name Printed)

(Date Signed)

(Date Signed)

Payment Authorization

I will be making my payment using the following method:

1. **Zelle** – You may submit your payment through Zelle by adding us as a recipient using the email address: acr.zelle@gmail.com
2. **Credit Card** – Credit Card payments are subject to a \$5 fee to offset the cost of this payment method.

A. Pay Online – A link will be emailed to you.

Email address to send invoice to: _____

OR

B. Over the Phone – After we have reviewed your application, we will call you to take your credit card information over the phone.

Once payment is made, we will automatically be notified and will begin processing your request. Please let us know if you have any questions or concerns.

I, _____, hereby authorize a one-time payment to Associated Credit Reporting, Inc. in the amount of \$_____, for the processing of my application.

Signature: _____ Date: _____

NOTE: We do not store any credit card information; please do not include it on this form. As soon as the invoice has been paid, we will begin processing your request. Once the process has been started, you may cancel your request, but we cannot issue you a refund.

GRANDVIEW AT EMERALD HILLS

OPT-IN FOR ELECTRONIC CORRESPONDENCE

WRITTEN CONSENT OF OWNERS TO RECEIVE ASSOCIATION CORRESPONDENCE VIA EMAIL

Please complete and return this form to authorize the Grandview at Emerald Hills Condominium, Inc. to use your email address for general association-related communications and required mailings. This authorization restricts the use of your email address for only purposes of required mailing communications from the Grandview Board of Directors through direct communication from the Board or the association's office. Your email address will not be shared with any third parties.

I hereby authorize Grandview at Emerald Hills Condominium, Inc. (Association) to use my email address, as described below, for association-related communications and required mailings. I understand that no email communication will be used to replace any official notices required by our governing documents and/or by applicable FL statutes. Official required Association notices will continue to be sent to the members via USPS mailing. In accordance with applicable FL statutes, Grandview Association shall maintain the electronic mailing addresses of members who consent to receive notice by electronic transmission.

I understand that my authorization will remain in effect until my consent to receive notice by electronic transmission is revoked. I also understand that the e-mail address will become an official record of the Association. I further understand that my consent to receive notice by electronic transmission can be revoked by me at any time by notifying the Grandview office directly. I agree to promptly notify the Association of any changes in my email address to ensure a current email address is on file with the Association.

Name (PRINT CLEARLY): _____

Building #: _____ Unit #: _____ of the Grandview at Emerald Hills Condominium, Inc.

Email Address to be used for Grandview communications: _____

Signature: _____

Date: _____

Signature: _____

Date: _____

Applicant(s) Initials _____

GRANDVIEW AT EMERALD HILLS

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

Owner shall indemnify and save Association harmless and does agree to indemnify and save Association harmless from all fines, claims, demands, and causes of action of every nature whatsoever arising or growing out of or in any manner connected with the work by the owner and the contractors, employees, agents, servants, guests, and invitees of Owner including, without limiting the generality of the foregoing, any claims, demand, and causes of action for personal injury and/or property damage, and said indemnification shall extend to any fine, claims, demands, and causes of action of every nature whatsoever by any person of any breach, violation or nonperformance of any term, covenant or conditions hereof on the part of the owner, or by reason of any act or omission on the part of Owner and contractors, employees, agents, servants, guests, and invitees of the owner. If a claim is made against Association because of some action or inaction of the Association or the Owner's contractors, employees, agents, servants, guests, or invitees, Owner shall indemnify Association and hold it harmless from those claims. This indemnity includes not only the amount of such claim but also all of the Associations costs in investigating and defending those claims.

Unit # _____

Date: _____

Sign: _____

Print: - _____

Sign: _____

Print: _____

GRANDVIEW AT EMERALD HILLS

MOVE-IN RULES AND RECOMMENDATIONS

1. A 5-DAY NOTICE MUST BE GIVEN TO THE OFFICE BEFORE THE MOVE-IN DATE.
2. TRUCKS OVER 45' ARE NOT ALLOWED ON THE PROPERTY (CAN NOT NEGOTIATE THE PROPERTY)
3. TRUCKS MUST ARRIVE NO LATER THAN 11:30 AM AND MUST BE OFF THE PROPERTY BY 4:30 PM.
4. NO MOVE-IN, OR CONTINUATION OF SAME, IS ALLOWED ON SATURDAY OR SUNDAY.
5. FOR LARGE OR LONG-DISTANCE MOVES, IT IS STRONGLY RECOMMENDED THAT YOU DO NOT ATTEMPT TO MOVE IN ON A FRIDAY SINCE THERE IS A GOOD CHANCE THE TRUCK AND DRIVER WILL HAVE TO STAY OVER THE WEEKEND.
6. IT IS STRONGLY RECOMMENDED THAT YOU HAVE ITEMS 2),3) & 4), AS LISTED ABOVE, INDICATED ON YOUR PAPERWORK FROM YOUR MOVERS SO THAT IF THEY LEAVE THE PROPERTY BEFORE FINISHING THE MOVE, YOU WILL NOT HAVE TO PAY ADDITIONAL CHARGES.
7. AT THE TIME OF YOUR INTERVIEW, YOUR MOVE-IN DEPOSIT (\$500) WILL BE REQUIRED. IF NO DAMAGE OCCURRED AT THE TIME OF THE MOVE, YOUR DEPOSIT WILL BE REFUNDED WITHIN 10 DAYS. IF THE DAMAGE EXCEEDS THE DEPOSIT, YOU WILL BE RESPONSIBLE FOR THE ADDITIONAL CHARGES. (WE RECOMMEND YOU GET, IN WRITING, A REIMBURSEMENT AGREEMENT FROM THE MOVER).

I/WE FULLY UNDERSTAND THE ABOVE AND WILL COMPLY WITH THE SAME

Unit # _____

Date: _____

Sign: _____

Print: _____

Sign: _____

Print: _____

GRANDVIEW AT EMERALD HILLS INC.

FREQUENTLY ASKED QUESTIONS AND ANSWERS SHEET

GRANDVIEW AT EMERALD HILLS INC. OPERATES AND ADMINISTERS

GRANDVIEW AT EMERALD HILLS A CONDOMINIUM

Q: What are my voting rights in the condominium?

A: Each unit is entitled to one vote. Only one person with respect to each unit's ownership is entitled to cast that unit's vote. If a unit is owned by more than one person. Those persons shall designate one amongst themselves as the unit owner. (PLEASE REFER TO ARTICLE VII OF THE DECLARATION OF THE CONDOMINIUM AND TO ARTICLE II SECTIONS 5 OF THE BY-LAWS OF THE ASSOCIATION FOR MORE INFORMATION ON VOTING AND THE DESIGNATION OF A VOTEING REPRESENTATIVE).

Q: What restrictions exist in the condominium documents on my right to use my unit?

A: There are several restrictions on the use of your unit which include limitations on: pets, alterations of the unit exteriors, nuisance, parking and the use of common elements. (THIS LIST IS NOT ALL-INCLUSIVE.PLEASE REFER TO ARTICLES VIII AND XIV OF THE DELARATION OF CONDOMINIUM AND TO THE RULES AND REGULATIONS OF GRANDVIEW AT EMERALD HILLS INC. FOR MORE INFORMATION ON RESTRICTIONS ON THE USE OF YOUR UNIT).

Q: What restrictions exist in the condominium documents on the leasing of my unit?

A: No unit owner may dispose of a unit or any interest therein by lease without the prior approval of the association occupancy of a unit under a lease may only be by the lessee and his family and guests. No lease application will be approved where the prospective lessee owns a pet. A unit may not lese or rent his unit for a term less than six (6) month or more than one (1) year. (PEASE REFER TOARTICAL XI OF THE DECLARATION OF CONDOMINIUM AND TO THE RULES AND REGULATIONS OF GRANDVIEW AT EMERALD HILLS. INC. FOR FURTHER EXPLANATION OF YOUR RIGHTS TO LEASE YOUR UNIT).

Q: How much are my assessments to the condominium association for my unit type and when are they due?

A: Assessments are due and payable monthly on the first day of each month. Regular monthly assessments are based on the percentage by which each unit owns the common elements and pays the common expenses. (PLEASE REFER TO ARTICLE X OF THE DECLARATION OF CONDOMINIUM, EXHIBIT B THERETO AND ARTICLE VI OF THEBY-LAWS OF THE ASSOCIATION FOR MORE INFORMATION ON ASSESSMENTS AND TO DETERMINE YOUR UNIT'S PERCENTAGE OWNERSHIP OF COMMON ELEMENTS).

Q: Do I have to be a member in any other association and what are my voting rights in this association? Also, how much are my assessments?

A: No. There is no other association in which your membership is required.

Q: Am I required to pay rent or land use fees for recreational or other commonly used facilities? If so, how much am I obliged to pay annually?

A: No. There is no rent or land use fees for recreational or other commonly used facilities.

Q: Is the condominium association or other mandatory membership association involved in any court cases in which it may face liability in excess of \$100,000? If so, identify each case.

A: No. There is currently no litigation in which the association is involved which would subject it to liability in excess of \$100,000.

NOTE: THE STATEMENTS CONTAINED HEREIN ARE ONLY SUMMARY IN NATURE. A PROSPECTIVE PURCHASER SHOULD REFER TO ALL REFERENCES, EXHIBITS HERETO. THE SALES CONTRACT AND THE CONDOMINIUM DOCUMENTS.

GRANDVIEW AT EMERALD HILLS

I HAVE READ THE GRANDVIEW BOOK OF RULES AND REGULATIONS AND AGREE TO ABIDE BY ITS RULES.

I HAVE BEEN ADVISED THAT GRANDVIEW IS A NO PET PROPERTY.

I DO NOT HAVE A PET, NOR DO I INTEND TO HAVE A PET.

I/WE ACKNOWLEDGE THAT GRANDVIEW ONLY ALLOWS A ONE (1) YEAR RENTAL ONLY ONE (1) TIME DURING YOUR OWNERSHIP OF SAID UNIT.

SIGNATURE _____

PRINT NAME _____

UNIT # _____

DATE _____

GRANDVIEW AT EMERALD HILLS

Rules and Regulations

Revision: Spring, 2024

GRANDVIEW AT EMERALD HILLS – RULES AND REGULATIONS

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GRANDVIEW AT EMERALD HILLS – RULES AND REGULATIONS

1. Purpose and Scope

The following House Rules are in compliance with the provisions of the Condominium Documents for Grandview at Emerald Hills. All the Rules and Regulations have been established for the best interest of all residents of Grandview, providing for their maximum comfort, convenience, and security.

Accordingly, it is absolutely imperative that no apartment unit, or part thereof, be permitted to be used as a hotel room, transient apartment, motel, vacation rental, or for any other purpose whatsoever, except as the personal residence of the owner and his/her immediate family, or his/her approved tenant and the tenant's immediate family.

Any violation or breach of the following Rules and Regulations, or the Declaration of Condominium, exhibits thereto, and any other condominium documents shall be properly reviewed by the Board of Directors, who will determine whether said violation or breach is justified, and shall be empowered to levy a maximum fine of \$100.00 per incident, depending on the grievousness of the complaint. The fining committee will meet with the individual being fined to determine whether the fine is justified.

Any violation or breach of these Rules and Regulations by a member of the owner's family, guest, or invitee, shall be considered a third-party beneficiary, particularly regarding, but not limited to, violations of the Rules and Regulations and the Declaration of Condominium. The association shall have the legal right to file a lawsuit for Injunctive Relief, where the owner will be responsible to pay for the Association's attorney's fees and costs if there are continued violations of these Rules and Regulations, after proper notifications of such violations.

2. Responsibility

- (a) All owners or their properly approved tenants shall be responsible for the actions and conduct of their family members and their guests as they relate to compliance with the Declaration of Condominium and the House Rules of the Association.
- (b) Unit owners and approved invitees shall not use or permit any use of their premises which would constitute an immoral, improper, offensive, or unlawful use; further no use may be made which would be in violation of any federal, State, County or Municipal law, statute, ordinance or administrative rule and regulation, or be injurious to the reputation of the condominium.
- (c) Every resident shall observe all laws, ordinances, rules, and regulations now or hereafter enacted by either the State of Florida, Broward County, any applicable governmental or quasi-governmental authority or as adopted by the Association.
- (d) It is intended that the Board of Directors, Building Courtesy Officers, and Management shall have full power and authority to enforce these rules, and it is not the province or duty of any other person to admonish the violators. If residents see a violation, they should report it to the Manager or a Courtesy Officer, who shall make a written record as to the facts for the taking of action thereon. Unsigned complaints shall be ignored.
- (e) Employees of the Association shall not be sent out of the building by any resident at any time for any purpose. No resident shall direct, supervise, or in any manner attempt to assert any control over the employees of the Association.

GRANDVIEW AT EMERALD HILLS – RULES AND REGULATIONS

- (f) No resident or guest or any other person shall be permitted to run or play in hallways, garages, or any other common area. The grassy areas in the courtyard between the barbecue and the pool may be used for play provided adult supervision is present.
- (g) No resident or guest or any other person shall engage in an activity that creates unreasonable noise in such a manner as to disturb or annoy any other resident. Excessive noise is governed by city of Hollywood ordinances.
- (h) No residents or guests shall permit any unreasonable noise from any source whatsoever to emanate from their condominium units between the hours of 11:00 PM and 8:00 AM.
- (i) Proper attire should be worn in common areas (shoes and shirts), except within the pool fence.
- (j) **No litter of any kind may be dropped or placed in common areas.** All trash must be deposited in the proper receptacle or garbage chute. **Trash cans in the mail rooms are only for discarding unwanted mail.**
- (k) **Smoking is prohibited in all common areas of Grandview except in the designated area near the pool.**

3. Guests and Visitors

- (a) A guest is a person who is entertained at Grandview by an owner or authorized tenant. However, guests may not in turn invite other guests or visitors to use the facilities of Grandview at Emerald Hills without the consent of the unit owner or tenant. All visitors must come through the guardhouse gate and be signed in. The side gate is for resident use only. Any visitor seen using the side gate to avoid registering at the guardhouse will be considered trespassing.
- (b) The Condominium office must be notified in a timely manner if a house guest will reside in the unit for more than a week. This includes name(s), relationship to owner and expected length of stay. No guest can stay in a unit for more than 30 days without submitting to the same background check required of any resident. Residents of a unit must inform their guests of the importance of knowing and complying with all the Rules and Regulations of Grandview.
- (c) Owners shall be liable for the expense of any maintenance, repair, or replacement of the common elements rendered necessary by their negligence or by that of any of their guests.

4. Inside and Outside Apartments

The inside of your apartment is your private home in the same sense as if it were a single dwelling. You own it and are responsible for maintaining it. The only restrictions on you are those imposed by Law, the Declaration of Condominium, the by-laws, and the House Rules of the Association.

- (a) No apartment unit may be occupied on a permanent basis by anyone other than unit owners (or their duly authorized and approved tenant(s)) and members of their immediate families, including parents, siblings, children and grandchildren of owners or partners.
- (b) **ANY FLOORING OTHER THAN CARPETING MUST HAVE A SOUND-PROOFING BASE AND MUST BE APPROVED IN WRITING AND INSPECTED BY THE MANAGEMENT.** This is to lessen the transmission of noise from one residential floor to another; however, it is not necessary above the underground parking areas or on the third floor of Building A.

GRANDVIEW AT EMERALD HILLS – RULES AND REGULATIONS

- (c) The maintenance and repair of all facilities, structural parts, equipment, and appliances within each apartment unit, including doors, windows, walls, air conditioners, heaters, drains, and plumbing pipes and fixtures are the personal responsibility of the owners, at their personal expense. All work must be scheduled with the office 48 hours in advance, except in the case of an emergency, such as water heater leaks, A/C not functioning or other electrical or plumbing emergencies. Work may only be done Monday through Friday from 8 AM to 5 PM. All commercial trucks must be off the property by 5 PM. All contractors must provide their license and insurance information, with Grandview listed as the certificate holder. Work conducted by unit owners themselves that creates a disturbance may not be done outside of these hours.
- (d) Air conditioners in the apartment units and their companion air compressors on the roof are the responsibility of the owner and not of the Association. **They should be serviced at regular intervals to ensure proper operation and particularly to prevent damage to other apartments.**
- (e) No employee of the Association is permitted to make repairs or adjustments within an apartment unit during working hours, except in an emergency where no outside personnel are available, and the condition is one that endangers persons or property within an apartment. If in emergencies, service or repairs must be made by the Association personnel, all costs incurred will be charged to the unit owner.
- (f) No owner may change the outside appearance of the apartment, either structurally or through painting, as prescribed in the Declaration of Condominium.
- (g) It is not permitted to store any items on the floor outside the doors to apartments, including shoes, umbrellas, plants, and other items. Tasteful mats may be placed there.
- (h) Hot water heaters: it is the unit owners' responsibility to check hot water heaters at regular intervals to ensure proper operation and particularly to prevent damage to other units and to the common areas. It is recommended that owners install leak sensors, which will also detect leaks from A/C units.
- (i) All owners must provide annual proof of homeowners' insurance.

5. Terraces

- (a) Terraces are Limited Common Elements. The owner of the unit (and not the Association) to which the terrace belongs, shall be responsible for the maintenance of the terrace and screening, subject to the direction and reasonable orders of the Association.
- (b) Nothing unsightly shall be visible within the terraces. Such prohibition shall include but not be limited to laundry, cots, bedding, blankets. Nothing may be stored on the terrace except in the designated storage locker which is provided for every apartment unit. The unit owner may place furniture necessary for the proper use and enjoyment of the terraces. It is not for the storage of furniture.
- (c) Hosing terraces, or the use of quantities of water that would spill over the edge of the terrace, is prohibited.
- (d) Nothing of flammable or odorous nature may be stored on terraces.
- (e) No cooking shall be permitted on terraces. Using barbecue grills or any other type of cooking device on the terrace is prohibited.

GRANDVIEW AT EMERALD HILLS – RULES AND REGULATIONS

- (f) Upon condition that the work is done in a good and workmanlike manner and in accordance with all applicable building codes, the Association hereby authorizes unit owners to:
 - a. Paint the terraces and/or storage lockers in neutral colors.
 - b. Add ceiling fans to terraces, with or without lights affixed to them.
 - c. Hang flowerpots, containing flowers or plants, from the ceilings of the terraces.
- (g) If permitted construction is being performed in the unit, necessary, non-flammable, supplies may be stored on the terrace for the duration of the project.

6. Lengthy Absence of Owner or Tenant

In anticipation of a lengthy absence, owners must supply the Association with the name of the firm or individual responsible for the care and inspection of their units. Notification forms may be obtained at the Management office. Unit owners must provide keys to the unit or inform the association of the name and contact info of a person who can access the unit. It is recommended that the water be turned off when no one is in the residence.

7. Pool and Pool Area (Hours Dawn to Dusk)

All persons using the swimming pool and Jacuzzi do so at their own risk. There are no lifeguards or other trained personnel supervising pool activities.

- (a) Any child under the age of 16 years using the pool must be accompanied by a supervising responsible adult.
- (b) No rafts are allowed in the pool area.
- (c) Lounge chairs must be covered with towels when suntan lotions or creams are used.
- (d) No one may use the pool area, or any common area for games, which involve running, playing ball or other boisterous activity. Jumping or diving from the pool perimeter (coping) into the pool is strictly prohibited.
- (e) For insurance purposes and personal safety, no glass containers of any kind are permitted in the pool area.
- (f) No food is permitted in the pool area at any time, unless for a function specifically authorized by the Association. All drinks must be in covered, non-breakable plastic or paper containers or commercial water bottles.
- (g) Debris of any nature must not be thrown in the pool, Jacuzzi, on the pool deck or on the grass. Such debris is to be deposited in the trash receptacles provided.
- (h) Earphones (buds) must be used with all electronic devices that broadcast voice or music.
- (i) Entrance to the swimming pool and ladders must be kept clear.
- (j) No one under the age of sixteen (16) is allowed in the Jacuzzi.
- (k) Residents and guests must wear shoes and shirts (or other cover-ups) when traveling through the common areas to and from the pool. They should dry off thoroughly before using the elevators to return to their apartments.
- (l) Pool facilities are restricted to the use of residents and their guests. Children that require diapers should wear swim diapers (designed for that purpose) in the pool.

GRANDVIEW AT EMERALD HILLS – RULES AND REGULATIONS

8. Gymnasium

There is no instructor and no supervision in the exercise room, therefore those facilities are used at one's own risk. Persons using exercise equipment are responsible for returning equipment to its proper place and in good condition.

- (a) Exercise equipment shall not be removed from the exercise room.
- (b) No children under twelve (12) will be permitted in the exercise room.
- (c) The lights should be turned off when the exercise room is not in use.
- (d) Equipment should be wiped off after use with the paper towels and sanitizer provided in the gym.

9. Sauna and Steam Rooms

The sauna and steam rooms, when properly used, are healthful and beneficial. It is suggested that you have a checkup and ask your doctor to guide your use of these amenities. You are notified that your use of the sauna is at your own risk and responsibility. Operating instructions for the sauna are posted near the entrance.

- (a) The master switch must be turned off when leaving the sauna.
- (b) No person under sixteen (16) years of age shall be permitted in the sauna or steam room.

10. Billiards/Ping Pong Room/Library

- (a) No one under twelve (12) years of age is permitted in the room without adult supervision.
- (b) Nothing must be placed on tables except appropriate equipment.
- (c) No food is permitted in the billiard room. Beverages must be in covered containers.
- (d) No sitting on tables is permitted.
- (e) Shoes and proper attire must be worn at all times when in the billiard room.
- (f) If there are persons waiting to play, limit your game to a reasonable time (suggest $\frac{1}{2}$ of an hour).
- (g) Persons using this facility are responsible for maintaining it in good condition. Any damage to the equipment is the responsibility of the person involved.
- (h) Brush pool table felts after you have completed playing. (Brushes are provided).
- (i) Donations of gently used books are appreciated. Donations should be placed in the donation basket. No magazines, textbooks, cookbooks, self-help, or religious books.

11. Barbecue Area (Hours 10:00 AM to 10:00 PM)

- (a) Residents in a group of 6 or more wishing to use the barbecue facilities must reserve the barbecue at least twenty-four (24) hours in advance. Smaller groups are requested to share the facility.
- (b) Reservations will not be accepted more than one (1) week in advance.

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- (c) The barbecue area must be cleaned by the users before leaving the premises, and all rubbish shall be put in the containers provided.
- (d) The maximum number of people occupying the barbecue facility at any one time should not exceed twenty (20).
- (e) No one twelve years of age or younger is permitted in the barbecue area unless accompanied by a parent or responsible adult. At no time are they allowed to light or use the barbecue equipment.

12. Parking Spaces

- (a) Only private passenger vehicles may be parked on Grandview property. No motorcycles, mopeds, boats, trailers, trucks, pick-up trucks, recreational or commercial vehicles (as defined by the DMV) are permitted to park in Grandview. Trucks and commercial vehicles may park on weekdays between 8 AM and 5 PM while on the business of servicing a Unit or the Grandview property. An exception may be made for emergency service calls occurring on weekends or after 5:00 PM Monday through Friday. Vehicles necessary for the maintenance and management of the condominium by the Association are exempt from the provisions contained herein.
- (b) Inside (under cover) or outside (exposed) paved parking spaces bearing a 3-digit number corresponding to the unit number to which it has been permanently assigned, in accordance with the Declaration of Condominium, as amended, are for the exclusive use of the Resident, and the guests, employees or invitees of the resident.
- (c) Overnight parking is only permitted for residents whose vehicles bear the identifying decal, guests of residents or overnight aides of a resident with appropriate visitor permits displayed on their dashboards.
- (d) The Association may have any vehicle which is improperly parked, towed away at the expense of the owner of the vehicle.
- (e) Private passenger cars belonging to permanent residents must bear the identifying decal to be provided by the Association.
- (f) Parking areas shall not be used for any mechanical work on vehicles except in the case of an emergency.
- (g) Residents may wash their cars ONLY in the designated area outside building H. Car washing is not permitted before 7:00 AM or after 8:00 PM. No outside washing, cleaning or detailing service is permitted.
- (h) Residents who choose not to store their bicycles inside their units must do so in the racks provided for such a purpose, and they must bear identifying decals provided by the Association. All bicycles are stored at the risk of their owners. Bikes that are improperly marked may be donated or discarded.
- (i) No sign that serves to indicate that a vehicle is for sale may be placed on a vehicle parked in Grandview.
- (j) Cars parked in numbered spaces must bear a sticker showing current registration in the licensing state. Cars must be reasonably clean and drivable.

GRANDVIEW AT EMERALD HILLS – RULES AND REGULATIONS

13. Solicitations

There shall be no solicitations permitted by any individuals or organizations anywhere on the Grandview premises for any purpose whatsoever, unless specifically authorized in advance by the Board of Directors.

14. Trash Rooms

- (a) All garbage and disposable items should be bagged and placed in the trash room chute. Newspapers, glass, and other recyclable items must be placed in the designated recycling bins, which are located near the trash rooms near the garages. Recycling guidelines are available in the office.
- (b) The trash room must be kept clean, and nothing should be put in the chute which could cause obstruction, fire, explosion, or offensive odors. Boxes or other debris may not be left on the floor of the trash rooms. All boxes must be broken up and brought to the trash dumpster near your building.
- (c) The chute and entrance doors should be kept closed at all times when not in use.

15. Fire Escape Stairs

- (a) Stairs must always be kept free of all objects, except for the installed fire hose and extinguishers.
- (b) Outside doors on the first level must be locked at all times.
- (c) Fire doors on stairwells must be closed at all times. For security reasons, never prop these doors open. Stairways may be used to go from floor to floor.

16. Roof Access

Access to the roof for the purpose of repairing or replacing the air-conditioning equipment by licensed and insured A/C technicians shall only be by appointment made with a representative of and under the supervision of a representative of Grandview management. Replacing an air conditioner will require a permit with the city of Hollywood and all replacements must be scheduled in advance and must start between the hours of 8 AM and 11:30 AM and be finished by 5 PM. The roof closes at 5 PM. No work may be done on Saturdays or Sundays unless it is an emergency.

17. Pets

No pets are permitted on the premises or in any units of Grandview at any time. This rule will be strictly enforced in accordance with the Declaration of Condominium. **Emotional Support Animals and Service Animals are NOT Pets.** Service and support animals are permitted with proper documentation of need in accordance with the Americans with Disabilities Act. These are the rules pertaining to these animals:

GRANDVIEW AT EMERALD HILLS – RULES AND REGULATIONS

- (a) Animals must be leashed outside of your unit and led or carried to the outside perimeter of Grandview property.
- (b) Animals are not permitted in the courtyard, the area around the pool. When leaving your unit with your animal, head toward the perimeter road.
- (c) Animals should be taken outside of the Grandview walls to do their "business". You are expected to clean up after the animal, both outside the walls, and within the walls if the animal has an accident. You will be fined if your animal does its "business" within the buildings and on GV property.
- (d) Animals must be controlled regarding barking, crying, or whining that disturbs other residents. Violators will be warned, and then fined, if their animals chronically disturb others. **If the noise continues, the owner will be required to remove the dog from the premises permanently.**
- (e) Animals that bark or make other loud noises may not be left on the terraces without the owner present.
- (f) By Florida statute, all owners of an emotional support or service animal must complete a physician's report, and a veterinarian's report on each animal. A packet containing the required forms is provided by the Association, which reserves the right to require re-certification of the need for the service animal on an annual basis.
- (g) The Association reserves the right to require DNA samples from emotional support or service animals, to aid in the identification of violations of these rules.

18. Elevators

Elevators must be padded for all furniture being moved into or out of the buildings. Please contact the office at least 1 business day in advance if padding is needed.

19. Social Hall

- (a) Scheduled gatherings are encouraged. All activities must terminate by 10 PM.
- (b) Use of the auditorium or common areas for any religious services is prohibited.
- (c) Except as provided below, the auditorium is exclusively for the use of the residents of Grandview.
- (d) Unit owners may reserve the Social Hall for special occasions such as birthdays and anniversaries. There will be a charge for the rental, and these parties may only be on Friday nights or weekends. They are required to leave a deposit of \$350, which will be returned provided no damage is done to the premises and the room is clean and trash stowed properly.
- (e) Reservations must be made with the Office for the reasonable use of the space at least 10 days prior to the event.
- (f) Children under thirteen years of age are not permitted in this room unless accompanied by an adult.
- (g) Special care should be taken with the kitchen facilities to safeguard the equipment and prevent fire or electrical problems. Users must provide their own utensils and clean up all areas.

20. Storage Rooms

Each apartment has been assigned one storage bin in one of the storage rooms located on each floor. Possessions may be secured therein by installing a padlock. All items are stored at the risk of the person storing them.

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- (a) No items of any kind are permitted to be stored outside of the assigned storage bin as per Fire Regulations.
- (b) No flammable items shall be stored in the storage room, e.g. paint, paint thinner, cleaning fluids etc.

21. Moving & Deliveries

- (a) Occupants shall notify the Manager at least 24 hours prior to moving furniture or household effects into or out of the building that would require the elevator to be properly padded. In the case of a total move-in/out, 5 days' notice is required.
- (b) Moving furniture or household effects into or out of the building shall be accomplished only from 8:00 AM to 5:00 PM Monday through Friday. Moving is prohibited on Saturdays, Sundays, and holidays. However, the delivery of small items will be allowed on weekends from 10:00 AM to 1:00 PM. If damage occurs, the unit owner will be liable.
- (c) Occupants moving in or out of an apartment must deposit the sum of five hundred dollars (\$500.00) at least 48 hours in advance as security for payment of any claims the Association may have for damage to the buildings. If there is no damage, the deposit will be returned the next day.

22. Leases

Refer to the Condominium Documents for leasing regulations.

23. Interior Roadways

- (a) A speed limit of 15 miles per hour shall be enforced on all interior roadways of Grandview.
- (b) Directional traffic arrows must be followed. Traffic moves counterclockwise on the perimeter road.
- (c) No skating, rollerblading, skateboarding, or bike riding is permitted on the premises, including the roadway and interior footpaths.
- (d) Pedestrians should walk facing oncoming traffic.

24. Architectural Control

- (a) No owner or tenant shall install any wiring, television antenna, machines, air-conditioning units, barbecues, or any other equipment whatsoever on the terraces or the exterior of the building, or protruding from the terraces, through the walls, windows, or roof thereof.
- (b) No owner or tenant shall make any additions or alterations to the common elements.
- (c) No additions, structural or otherwise, modifications or improvements can be made to the exterior of any unit, except for the Salisbury kitchen terrace with Management approval.
- (d) Anything contained in subsection (c) of this number 24 to the contrary notwithstanding, unit owners of Salisbury, Lancaster, Patrician, and Queensberry units may install accordion (folding) storm

GRANDVIEW AT EMERALD HILLS – RULES AND REGULATIONS

shutters outside their respective bedroom windows, strictly in accordance with the following conditions and specifications.

- (a) The purchase of the storm shutter, its installation and maintenance shall be the sole responsibility and expense of the unit owner.
- (b) Prior approval by the Manager of Grandview must be obtained before any work may begin and all such work must be performed in accordance with all the provisions of these Rules and Regulations.
- (c) All such work must be done in a good and workmanlike manner and in accordance with all applicable building codes.
- (d) The body of the system must be constructed of extruded aluminum slats. The tracks and mounting angle must be of extruded aluminum. All materials used must be finished with baked enamel paint. The material must be all extruded heavy gauge aluminum, with stainless steel wheel carriers, nylon wheels riveted to carriers, nylon bushings and stainless-steel washers and screws.
- (e) The lock must be Lexan thumblock and center latch.
- (f) The color must be beige.
- (g) The shutter must center stack (storage).
- (h) The installation company must provide Grandview with comprehensive general liability insurance with bodily injury limits (including death of any person) of not less than \$1,000,000 and property damage of not less than \$100,000. Said policy shall name Grandview at Emerald Hills, Inc. and its agents and directors as additional insureds and provide a 10-day written notice of cancellation to Grandview. Evidence of coverage must be delivered to Grandview prior to commencement of any work.
- (i) The installation company must, prior to the commencement of any work, provide Grandview evidence that it has Worker's Compensation and Employer's Liability insurance for the protection of its employees and in accordance with any local, state, or federal laws, as applicable. Said policy shall contain a waiver of subrogation against Grandview at Emerald Hills, Inc., and provide a 10-day written notice of cancellation to Grandview.

25. Grandview Property

No furniture or equipment of any kind, such as tables, game tables, chairs, pool chairs and lounges, mechanical and electrical equipment, ladders, or any other Grandview property may be borrowed by any resident or any other person for any purpose.

26. Keys and Packages

- (a) Grandview is not responsible for keys left with our service men and our employees. Keys given to management are kept in a secure location and tracked when taken out of that location or returned to it.
- (b) Grandview will not accept deliveries of any resident parcels, packages, etc. to our office.

GRANDVIEW AT EMERALD HILLS – RULES AND REGULATIONS

26. Keys and Packages

- (a) Grandview is not responsible for keys left with our service men and our employees. Keys given to management are kept in a secure location and tracked when taken out of that location or returned to it.
- (b) Grandview will not accept deliveries of any resident parcels, packages, etc. to our office.
- (c) Delivery companies such as Amazon, UPS and Fedex, will be granted access no matter when they arrive.

27. Rule Changes

In accordance with the Declaration of Condominium, the Board of Directors of the Association reserves the right to make additions to the Rules and Regulations as may be required from time to time, without consent of the Condominium Association and its members. These additional Rules and Regulations shall be as binding as all other Rules and Regulations previously adopted. Notice of any changes shall be provided in writing and posted on the Association's website (My Green Condo). Additionally, as mandated by Florida statute, written notice shall also be sent to each unit owner who does not have internet access.

The foregoing Rules and Regulations have been approved, consented to, and adopted by the Board of Directors of the Association.

GRANDVIEW AT EMERALD HILLS, INC.

BY: 
Susan K. Snyder, President

Attest: 
Lauren Scharf Azoulai, Secretary

DATED: 3/20/2024



POLICY

REQUEST FOR REASONABLE ACCOMMODATION POLICY AND PROCEDURE

The policy of the Board of Directors of Grandview at Emerald Hills Condominium Association, Inc., is to make every attempt to provide reasonable accommodations to disabled or handicapped residents in accordance with state and federal law.

SUBMITTAL OF REQUEST

A disabled/handicapped owner or resident should complete the Association's Request for Reasonable Accommodation and provide completed copies of the Affidavit of Treating Physician; Acknowledgement of the Associations' Policy and Procedure to Request Reasonable Accommodation; and the Animal Registration form. The completed forms should be delivered or mailed to the Association's management office. The Association will consider all requests for a reasonable accommodation no matter how the request is made; however, use of the supplied forms will expedite the process.

PROCEDURE FOR REVIEWING A REQUEST FOR REASONABLE ACCOMMODATION

Upon receipt of the requested forms (or information supplied) for a disabled/handicapped owner or resident's request for a reasonable accommodation(s), the request forms will be reviewed by the Board of Directors within 30 days of receipt in the Association's management office, and

the owner or resident will be notified in writing of the Board's decision. If additional information is required by the Board, the review may take longer, and the submitting owner or resident will be so advised in writing. Additionally, it may be necessary for the Association's legal counsel to review the documentation submitted in support of a request for a reasonable accommodation, which in turn, may prevent the Board from providing owner with a decision within 30 days. If the matter is referred to the Association's legal counsel, owner will be notified in writing.

If the request is approved, any condition or approval will be provided in writing. If disapproved, the reason for disapproval will be provided in writing.

GUIDELINES AS TO WHEN MEDICAL DOCUMENTATION IS REQUIRED AND WHAT TYPE OF MEDICAL DOCUMENTATION IS REQUIRED

The Association is entitled to obtain information that may be necessary to evaluate whether a requested accommodation is necessary because of the owner's or resident's disability/handicap. If a person's disability/handicap is obvious and if the request for accommodation also is apparent, then the Association will not request any additional information about the requester's disability/handicap or the related need for the requested accommodation.

If the requester's disability/handicap **is not** obvious, after reviewing the submitted request form, the Association may request reliable information that is necessary to verify that the requester has a physical or mental impairment that substantially limits one or more major life activities (which is the definition of a "handicap" under the Fair Housing Acts). If information on the requester's disability/handicap is requested by the Association, he/she may provide

information verifying that he/she meets the foregoing definition of “handicap”, for example, by submitting proof that he/she is under 65 years of age and receiving Supplemental Security Income, social Security Disability Insurance benefits, or private disability insurance benefits. In addition, a physician with expertise in the area of the owner’s proposed disability/handicap may provide verification of the disability/handicap through the use of the Association’s form Affidavit of Treating Physician. The association will supply the Affidavit of Treating Physician upon receipt of any request for a reasonable accommodation. If the requester’s disability/handicap **is** obvious, but the need for the accommodation is not apparent, the Association may request information that is necessary to evaluate the disability/handicap related need for the requested accommodation. In this case, the Association will request reliable disability/handicap related information that is necessary to evaluate the disability/handicap related need for the accommodation, which may include medical records evidencing dates of diagnosis and treatment for the disability/handicap.

To the extent a disability/handicap is not permanent, the Association may request additional updated medical information as it deems necessary to determine if there is a continued need for the requested accommodation.

The Association may request advice from legal counsel concerning any owner’s request for a reasonable accommodation. Owner consents to the disclosure of all documentation in support of the request to the Association’s legal counsel.

ADDITIONAL INFORMATION

An individual's need for an accommodation may change over time as a result of changes in the individual's own level of disability/handicap or impairment, treatments available to mitigate a disability/handicap, and/or other circumstances affecting the individual. What qualifies as reasonable in one set of circumstances may not be reasonable or necessary in another. If and when circumstances change, it is your responsibility to notify the Association if you need, or no longer need, a reasonable accommodation.

MAINTAINING A SUPPORT/SERVICE ANIMAL

Should a request for a reasonable accommodation to the pet policy be granted, the Association reserves the right, pursuant to Florida law, to withdraw this approval at any time should the support/service animal become a nuisance to others, which includes, but is not limited to: barking, biting, aggressive behavior, attacking, owner's failure to properly dispose of excrement or waste, walking the dog in prohibited areas, failure to comply with all state and local ordinances and statutes, not maintaining the animal on a leash at all times when outside of the unit, insect/extermination problems, sanitation/odor problems, current and annual vaccination, immunization and veterinarian records for the animal, and all certifications or trainings the animal possesses, and to maintain an identification tag on the animal. Failure to comply with any of these requirements is grounds to withdraw the approval of the animal. Additionally, the approval of the animal may be withdrawn if the requesting party is no longer disabled/-handicapped. Further, the applicant/owner is required to provide updated medical information concerning his/her disability/handicap (if the disability/handicap is not permanent). Owner is solely responsible for any and all damage caused by the animal,

whether to a person or property, and, in addition, must have liability insurance coverage for any injuries caused by the animal.

All information received by the Association in conjunction with a disabled/handicapped Owner's or resident's request for reasonable accommodation will be kept confidential. If any other resident or owner inquires as to why a special accommodation appears to have been made, the Association representative's response will be: " A Federal Fair Housing Act reasonable accommodation has been granted." No additional information will be provided regarding the nature of the disability/handicap.

Acknowledgement

I have received and read a copy of the Policy and Procedure for Disabled/Handicapped Owner or Resident to Request Reasonable Accommodation and I agree to abide by the regulations. I bear full responsibility for the service/support animal and I agree to indemnify and hold harmless the Board of Directors, Association, management, owners and occupants of the unit against any loss, claim or liability of any kind or character whatsoever arising from owning or keeping a service/support animal in the unit.

X

Requesting Party's
Signature

X

Printed Name of Requesting Party

AFFIDAVIT OF TREATING PHYSICIAN

BEFORE ME, the undersigned authority, personally appeared _____ who, being duly sworn deposes and says:

1. My name is _____

2. I am licensed by the State of _____ with full privileges to practice medicine ^[T]_[SEP] within the State of _____.
3. My practice specialty is _____.
4. My office is located at _____

5. I am _____
(hereinafter "Patient") treating physician. I began treating Patient on _____
_____.
6. On or about _____, I diagnosed Patient within a reasonable degree of medical certainty as suffering from a physical and/or mental disability/handicap.

7. Within a reasonable degree of medical certainty, I estimate that Patient's medical/mental condition(s) began on or about: _____, and will continue until _____.

8. Within a reasonable degree of medical certainty I have concluded that Patient's medical/-mental condition substantially limits Patient's major life activities as follows: (list the major life activities affected by the disability): _____

_____ and two service animals will be able to ameliorate the effects of the disability by _____.

9. I prescribed an emotional support animal as part of this patient's treatment.

10. The (emotional support animals/service animal/reasonable accommodation) is medically necessary and will assist Patient in _____

11. It is my medical opinion that Patient is handicapped as that term is defined under the Fair Housing Act and Florida Fair Housing Act***, and the animal is medically necessary to afford Patient an equal opportunity to use and enjoy the unit/home.

12. This affidavit is made to induce _____ to make an exception to the Associations' use restrictions based upon a medical, mental and/or physiological disability/handicap substantially limiting one or more of Patient's major life activities which does not include current, illegal use or addiction to a controlled substance. [L] [SEP]

FURTHER AFFIANT SAYETH NAUGHT.

STATE OF _____): SS

COUNTY OF _____)

M.D.

_____ I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State and County aforesaid to take acknowledgements, personally appeared

_____, who is personally known to me, or who is not personally known to me, but to whom an oath was administered, and who produced _____ No.

_____, as identification, and executed the foregoing instrument.

WITNESS my hand and official seal in the County and State last aforesaid this _____ day of _____, 20_____.

My commission expires: Notary Public, State of _____

Commission No.: Printed Name of

Notary_____

***The Federal Fair Housing Act (42 U.S.C §3602) defines the term handicap as follows: “Handicap” means, with respect to a person -

(1) A physical or mental impairment which substantially limits one or more of such person’s major life activities,

(2) A record of having such an impairment, or

(3) Being regarded as having such impairment, but such term does not include current illegal use of or addiction to a controlled substance...

The Florida Fair Housing Act (Fla. Stat. §760.22) defines the term handicap as follows: (7) “Handicap” means:

(a) A person has a physical or mental impairment which substantially limits one or more major life activities, or he or she has a record of having, or is regarded as having, such physical or mental impairment; or

(b) A person has a developmental disability as defined in s. 393.063

ANIMAL REGISTRATION

ADDRESS _____

OWNER NAME _____

ANIMALS' NAMES _____

BREED _____

DATE ANIMALS ACQUIRED _____

ANIMALS' TAGs # _____

VETERINARIAN _____

Does the animal have any specialized training and/or certifications? YES NO

I/We the owners of

_____ (name of animal) do

hereby certify and ^{SEP} understand that pets are strictly regulated at Granada Grand Condominium Association, Inc. I/We understand and agree that the only reason the above service/support animal is permitted an exception to the Association's Pet Policy due to _____'s request for reasonable accommodation to that policy and the Board of Director's determination that

_____ suffers from a disability/handicap that substantially limits one or more of the applicant's major life activities and the service/support animal will ameliorate the effects of the disability/handicap.

DATE

SWORN TO AND SUBSCRIBED BEFORE ME this _____ day of ,
20____ by _____ ,
who is personally known to me or who has produced
_____ as

identification.

My commission expires: Notary Public, State of

_____ Commission No.: Printed

Name of Notary _____
