

The Collins Condominium



Contact Information and Office Hours

- JOSEPH CABRERA, LCAM,
General Manager:
manager@thecollinscondo.net
- MELISSA LORENZO, Admin:
admin@thecollinscondo.net
- FRONT DESK:
frontdesk@thecollinscondo.net

- Mon, Tue, Thurs and
Friday – 9 AM to 5 PM
- Wednesdays – Closed to
the public

Lobby - Rules and Regulations



All visiting guests must register at the Front Desk upon arrival to the property.



Pets are not permitted in the lobby. Including any pets from any visiting guests – must use service elevator entrance and no more than 25 lbs. Pet must be carried through all areas and hallways.



Beach cooler and chairs cannot be transported through the lobby.



Proper attire is required when entering the building (shirts, shorts/pants and shoes)



Residents coming from the steam room and or sauna must dry up properly before crossing the lobby.



Business Center and Conference Room is available to all residents. Front Desk has keys for access.



MPR Regulations



The MPR is available for use by all residents of The Collins.



No one under sixteen (16) will be allowed to sign for any MPR items such as billiards equipment or remote controls.



No one is allowed in the MPR without proper attire (shirt, shorts and shoes).



The MPR will be available for use from the hours of 8:00 am to 12:00 midnight during weekdays and 8:00 am to 2:00 am Fridays, Saturdays and nights preceding holidays.



All noise, including music, must be kept to a minimum.



Furniture and accessories in the common areas should not be moved.



The maximum number of persons allowed at any time will be 30. Reservations will be required for gatherings of 20 people or more.



Atrium

- A comforting area that allows you to practice yoga, work from your computer, read a book, etc.
- It can also be used for dining while enjoying our beautiful pool and ocean background.
- Ping Pong table is available for use. Equipment is at front desk.



Gym

The gym is accessible to all residents and it is opened 24/7.

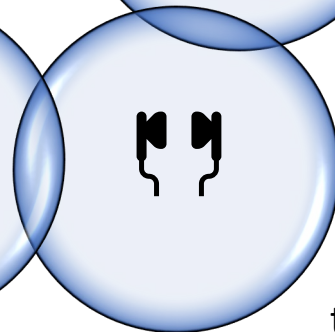
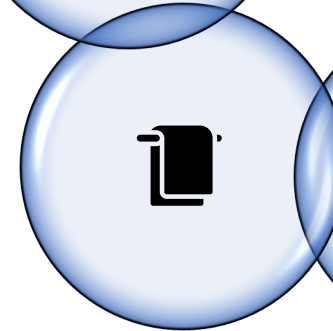
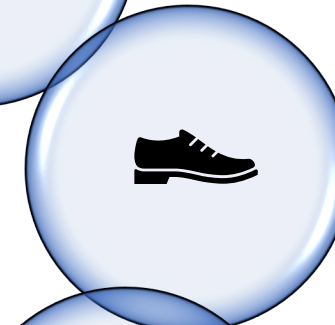
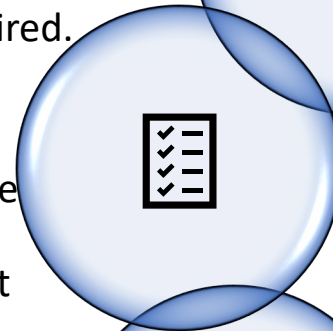
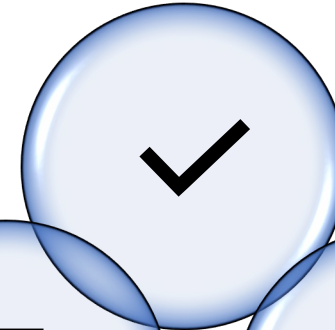
Proper sports clothing and sports shoes is required. Training in jeans, wearing boots, sandals, heels, dress shoes, barefoot or on socks is NOT allowed.

Residents must wear earphones if they want to listen to music. Speakers are not allowed.

Personal trainers must be registered with the Association prior to training. Liability Insurance is required.

Please wipe the equipment off after every use.

No one under the age of sixteen (16) will be allowed in the gym.



Pool Deck

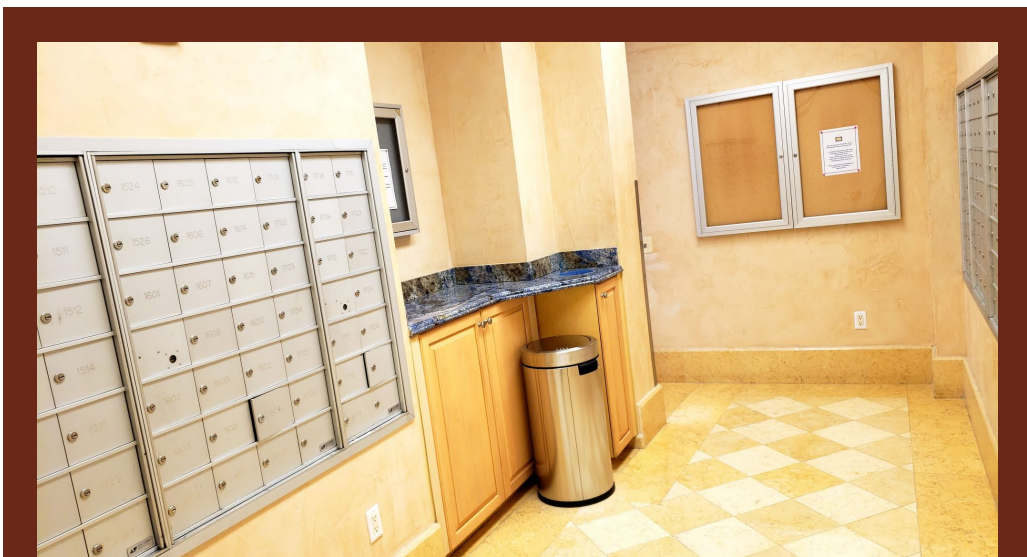


- Swimming pool hours of 8 AM to SUNSET
- Any person using the pool does so at his or her own risk, No lifeguard on duty.
- Pool temperature is set between 82° F and 84° F.
- Diving into the pool or jumping from the planters is strictly prohibited.
- Residents must accompany their guest(s) to the pool at all times. Guests are limited to two (2) per unit.
- Towel must be laid out on chair before/during use.
- Glass bottles, glass containers, or other breakable items are not permitted in the swimming pool or pool deck area.
- Food or alcoholic beverages are not permitted in the pool or on the pool deck. Drinks are NOT permitted within twelve (12) feet of the pool.
- No pool deck furniture is allowed to be moved or reserved.
- All users must dry off before entering the building from the Pool Area and MUST use the service elevator.
- Proper attire is required, including shirt and shoes, when walking through common elements within the building.



Mail Room

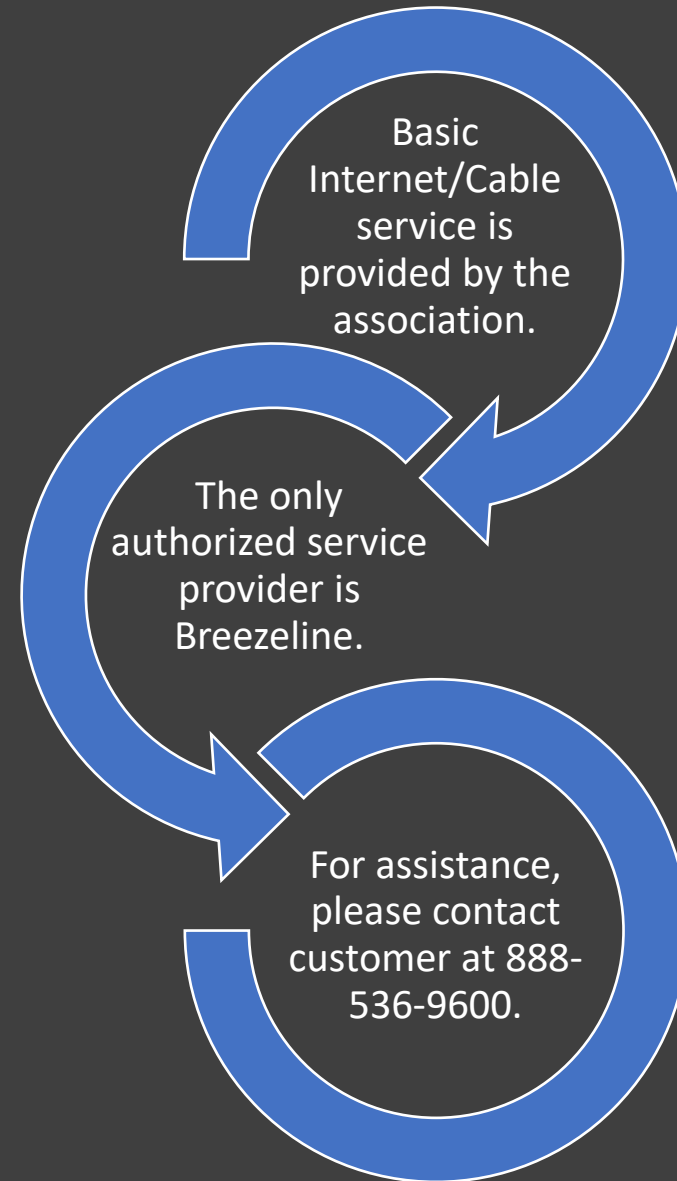
- All mailboxes are labeled with the corresponding unit number.
- If you desire to replace your mailbox lock, the association can do so at a cost of \$15.00.
- Methods of payments are cashier's check, money order or personal check payable to The Collins Condominium.
- Please allow at least 24 hours for all requests to be processed.
- Any delivered packages received (Amazon/UPS/FedEx/etc) are at the Front Desk for pickup. Notification will be sent by text, email and automated phone call.





North Bay Village Office
1681 Kennedy Causeway
North Bay Village, FL 33141

TV and Internet SVC



Contractors

ALL vendors MUST sign in at the Front Desk upon arrival at The Collins.

Contractor hours are Monday through Friday (except holidays) from 9 AM to 4:30 PM.

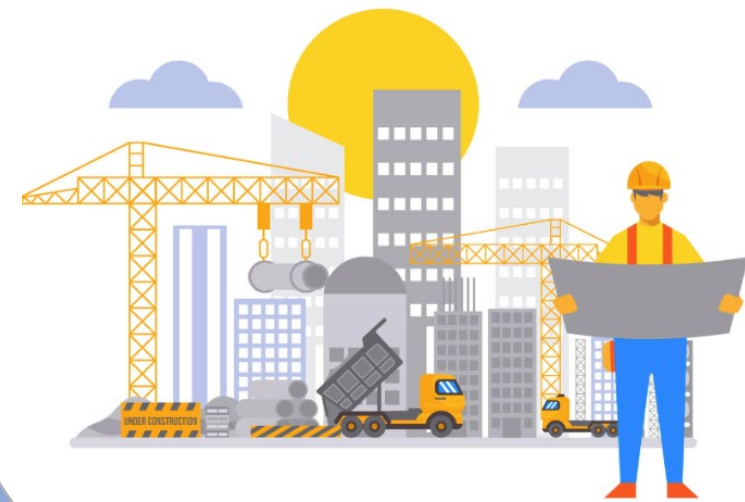
Owners must provide copies of proper permits, licenses, insurance certificates, plans and specifications to the Association before commencing work by emailing admin@thecollinscondo.net

Contractors are not allowed to park in any space and must valet park their vehicle.

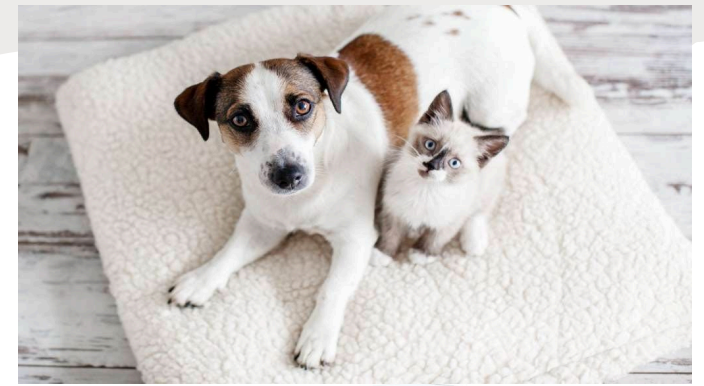
The unit owner or tenant must register all vendors in writing at the Property Manager's office prior to commencing work in such unit.

No entry will be granted without authorization and or after the expiration date of such. The Association will not provide entry into the unit.

All common areas will be inspected at the end of each day. The cost of any repairs to the common area or to the other units will be assessed to the owner.



Pets



ALL pets must be registered at the Property Manager's office. Renter's less than 1 year subject to board approval.



Registration fee is \$250.00 per dog or cat.



The total pet allowance is two (2), no more than 25 pounds.



Pets shall not be allowed on the balcony or patio unless the owner is present.



No pets are permitted in the swimming pool or pool deck area even if carried.



Pet owners must use the service elevator to transport their pet.



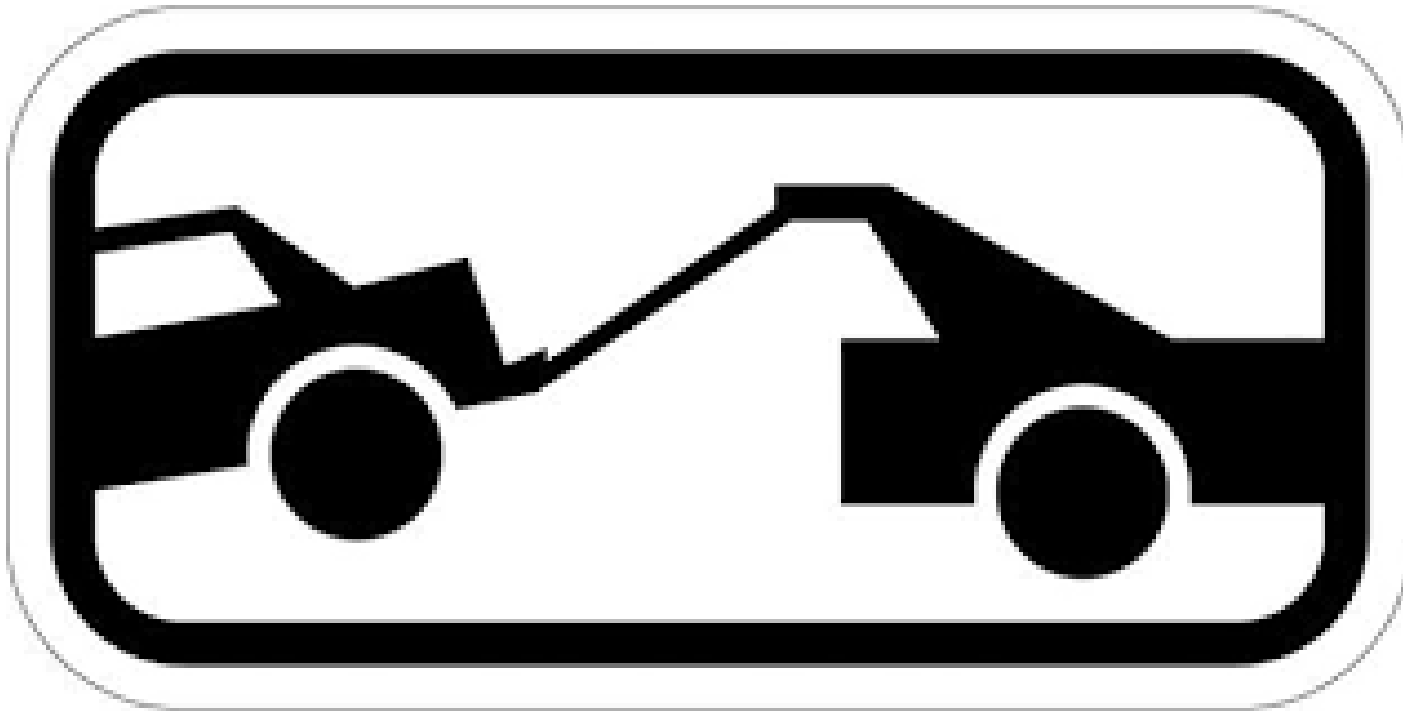
Pets must be carried through the lower parking garage area, service elevator and hallways.



Visiting guests must register at the Front Desk upon arrival to the property. Visiting pets may not exceed 25 pounds.



Vehicle Registration



- Each numbered space is assigned to a unit. PLEASE DO NOT PARK IN SOMEONE ELSE'S PARKING SPACE.
- A maximum of four (4) vehicles registered to a one-bedroom and six (6) to a two-bedroom unit.
- Vehicles in the lower parking area will have a transponder affixed in the front windshield. Vehicles in the upper parking deck will have a parking I.D. decal.
- Owners, tenants and guests with temporary rental vehicles in the lower parking area will be required to provide the association with a deposit of \$35.00 and a transponder affixed to a hang tag will be provided.
- If a registered vehicle is parked in its assigned parking space without a proper transponder, I.D. decal or hang tag, the Unit Owner will be subject to daily fine of \$100.00 up to a maximum of \$1,000.00. Any vehicle parked on premise which is not registered with the Management Office or parked in a space other than its assigned parking space may be TOWED at owner's expense or fined.

Motorcycle and Scooter

- All motorcycles and scooters must be registered with the Management office and must park in the Motorcycles and Scooters designated areas only (subject to availability). For access to the parking garage, a transponder will be required at a cost of \$35.00.
- Motorcycles are subject to a \$75.00 monthly fee and Scooters are subject to a \$50.00 monthly fee, payable to The Collins Condominium Association, Inc. This monthly fee is subject to change without notice.





Bicycles

- Only applicable for one year term or longer.
- Bicycle riding, skateboarding or rollerblading is prohibited in common areas.
- Bicycles shall not be transported in elevators or through the hallways and must be parked or stored only in the area designated by the Board of Directors.
- All bicycles must be registered at the Management Office so that a key to the bicycle room can be provided. Two bedroom and one bedroom units will be allowed to register two and one bicycles, respectively.
- In addition, for access to the lower parking area a transponder will be required at a cost of \$35.00 each payable by check to The Collins Condominium Association Inc.
- All racks are numerically labeled and bicycles will be assigned a specific space. All bicycles must be placed in their assigned space. Bicycles that are placed in a space not assigned to the bicycle or not registered will be removed from the area.

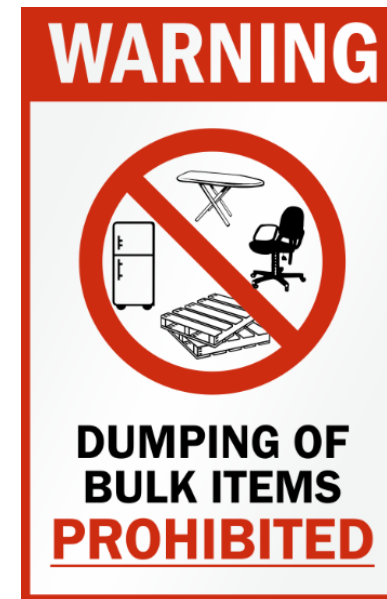


Beach Chairs

- Located on the beach
- Residents allowed up to 2 chairs per unit
- Front Desk has access code to unlock chairs
- Please put towel/blanket down before laying on the chairs
- Once done using, please place back on stack and lock again

Trash & Recycling

- Recycling bins located by the loading dock entrance
- All boxes must be broken down and placed in the respective recycling bin
- Please do not dispose of anything other than tied/closed trash bags down the trash chute – larger items can get stuck and become backed up or a safety hazard
- No furniture is allowed to be discarded on property – owner/resident must make arrangement to remove off property



Be mindful of your fellow neighbors



- Try to keep the noise level within your unit (tv, music, conversation, moving furniture, dropping objects, disposing of garbage cleaning/vacuum, etc.) from 11pm to 7am to a minimum
- When cleaning your balcony, do not throw water/chemicals/liquids over balcony use a mop and bucket instead
- Nothing is allowed to be hung over balcony or in balcony area - Nothing allowed on balcony other than outside furniture (no towels, bathing suits, rugs, blankets, etc.)
- Do not throw cigarette butts/garbage down your balcony as it can potentially damage someone else's furniture



Thank you and welcome
to The Collins Condominium