**ORIENTATION**

**THIS DOCUMENT IS IMPORTANT!!** The Association wants you to have the ***best*** experience moving in and living in the Association. To that end, we ask that you carefully read through this document and initial each line so that you know and understand some of the expectations of the Association. Keep this document on-hand or search your email for “Orientation”.

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| DATE: |       |
| PROPERTY: | **, Pompano Beach, FL 33064** |
| APPLICANT(s): | Applicants are: [ ]  Buyer(s); [ ]  Tenant(s); [ ]  Occupant(s) (*Being added to a home.)* |
| CLOSING DATE: |       |

***Initial(s) in this column on all pages.***

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| **Website** | I / We understand the website for the Association is **MadisonHOA.com** and contains answers to most questions we might have there. |  |
| **Visitors, Guests & Invitees** | I / We understand and agree that:* I / We are responsible for the conduct of any person who comes to the Association because we live there; and
* Any person(s) staying at the Association more than 14 days in any 365-day period ***must*** be approved to stay by the Association; and
* No vehicle(s) may be parked in guest parking for more than 14 days in any 365-day period. (*Any vehicle in violation of this policy may be towed at the vehicle owner’s expense* ***and*** *the Owner of the Property may receive a fine.*)
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| **Approvals** | I / We understand that no person shall move into the Property without the approval of the Association. |  |
| **Guest Parking** | I / We understand and agree that guest parking is for ***guest vehicles only.*** I / We further understand and agree that if any vehicle is not registered or any resident vehicle may be towed from guest parking and that this is the first notice of this policy, which shall preclude the Association from any further warning. I / We further understand that fines from the Association may be levied against the Property in addition to towing. |  |
| **Parking** | I / We understand and agree that:* Parking on the streets, common area(s), any grassy area or other places inside the Association is ***strictly prohibited for any period of time***; and
* Commercial vehicles must be actively loading/unloading to avoid the vehicle being towed and / or the property being fined; and

Boats, watercraft, trailers, RV’s, large vehicles, are **prohibited** from being parked anywhere on the property, including the driveway of the Property. |  |
| **Overflow Parking** | I / We understand that if guest parking is full, it is my/our responsibility to advise guests to park off-site. |  |
| **Do Unto Others** | I / We understand that we can reasonably be expected to be treated how we treat others. |  |

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| **Tenants & Occupants** | 1. I / We understand that if, for any reason, the Owner of the Property should stop making maintenance / dues payments to the Association that the Association may demand that we pay rent to the Association directly by service of a letter conforming to Florida Statutes §720.3085(8), which shall make me/us immune from eviction by the Landlord; and
2. I / We understand that although we have a lease agreement with our landlord, if there are violations that are created by our household or by nature of our residency in the community, the Association has the legal right to pursue our removal; and
3. I / We understand that the Association and management therefor is obligated to the ***Owner(s)*** of the property, not to us; and
4. I / We understand that if there are concerns about the unit, we are required to address them with our landlord.
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| **Owner Dues** | Dues should be paid on the 1st. If ***received*** after the 10th, a late fee of $25.00 will be applied. If 90 days late, late interest of 18.00% annual interest is applied and the Association will send a letter advising you that the matter is being forwarded to attorneys. 30 days after that letter, attorneys will be instructed to file and a lien and proceed to foreclosure if dues remain unpaid. |  |
| **Trash** | May be placed at the curb after 5 pm, local time on Tuesdays and Fridays. Bins must be returned to the home not later than 10 pm, local time on Wednesdays and Saturdays. Bins must be stored near the home to avoid fines. No trash may be outside the bins at any time as the trash removal vendor ***will not*** pick up anything outside the bins. |  |
| **Recycling** | May be placed at the curb after 5 pm, local time on Tuesdays. Bins must be returned to the home not later than 10 pm, local time on Wednesdays. Bins must be stored near the home to avoid fines. No recycling, boxes or other items may be outside the bins at any time as the recycling vendor ***will not*** pick up anything outside the bins. |  |
| **Bulk Trash** | May be placed at the curb after 5pm, local time on Fridays. Prohibited items include: (i) appliances; (ii) recyclable materials including boxes; (iii) glass items. If any bulk items remain after Saturday at 5 pm, local time, the resident is responsible for removing them. Should the Association be required to remove bulk items a minimum repair charge of $250.00 will be levied against the Property. |  |
| **Outdoor Storage** | I / We understand that outdoor storage ***anywhere*** on the Property is strictly prohibited. I / We further understand that items may ***not*** be off our patio. |  |
| **Architectural Alterations** | I / We understand that the Real Estate Rule of Conformity states that a property appearing as similar as possible to the one next to it has the highest and best value. I / We further understand that the Association has published Architectural Standards at MadisonHOA.com/documents. I / We further understand ***and agree*** that if we want to alter items that include, but are not limited to: (i) cameras; (ii) locks; (iii) exterior lighting; (iv) plants in pots; (v) any flag(s) or banner(s); (vi) deck; or other such item(s), we will read the provisions provided at MadisonHOA.com on the Architecture Page.***NOTE: Tenants are prohibited from making architectural alteration(s) without the approval of the Property Owner. The Owner must submit any request(s) on behalf of their tenant(s).*** |  |

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| **Pool** | I / We understand and agree that:1. No dog(s) or other animal(s) are permitted in the pool area unless a Reasonable Accommodation Request (Americans with Disabilities Act) has been approved before-hand in-writing bearing an original signature of the President and Secretary of the Board of Directors; and
2. No animal(s) are permitted in the pool water; and
3. Pool hours are from 9:00 am, local time daily until sunset except during adverse weather or when the pool is marked as “CLOSED”; and
4. Furniture should not be moved; and
5. Furniture should be used only for its intended purpose(s); and
6. If there are more than four (4) guest(s) for any household, written permission from the management is required; and
7. NO MINOR(s) MAY BE UNATTENDED IN THE POOL AREA; and
8. All member(s), guest(s) of the Property use the pool at their own risk.
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| **Decorations** | I / We understand and agree that holiday decorations are permitted 30 days before and 30 days after any holiday. (*Example: January 1st is New Year’s Day. Decorations may go up on 01 DEC and must be removed by 31 JAN.*) |  |
| **Vehicle Entry Gate** | I / We understand and agree as follows:1. The gate to the ***right-hand side*** is for residents who have active remotes; and
2. The gate to the ***left-hand side*** is for visitor(s), guest(s) who must call to have the gate opened; and
3. We can save the phone number (954) 361-7266 in our phones as “*Madison Place Gate*”; and
4. When a call comes in, we will press “9” to open the gate or disconnect the call to deny entry; and
5. That I / we are responsible for person(s) we allow entry; and
6. That there is a fine of $25.00 for tailgating into the Association behind another vehicle; and
7. That I / we are responsible for damage(s) to the gate(s) caused by me / us or any visitor(s), guest(s), invitee(s); and
8. That the gate has multiple cameras recording entry and exit as well as date and time stamps for each entry authorized, either by a remote or by means of the callbox; and
9. I / We agree to allow time for person(s) to enter and will not act in a disorderly manner.
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| **Moving In** | I / We agree to the following:1. To move in during daylight hours; and
2. To only have commercial vehicle(s) on the property while actively loading / unloading; and
3. To not block access to the community or to any other driveway in the community; and
4. To act in good-faith with our neighbors to make the move-in as easy as possible for everyone.
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| **MOVE-IN CHECKLIST** | The Association wants you to have the ***VERY BEST*** move-in experience possible. To that end, you will need to make sure your real estate professional or the Owner(s) of the Property provide you the following items:* Two (2) Gate Remote(s) for the vehicle entry gate to the Association; and
* One (1) Pedestrian Gate Key for the pool gate and all gates around the outside of the Association; and
* **YOUR MAILBOX NUMBER**. (*If they do not provide this to you, you will have to stand and wait for the USPS Mail Carrier to come so they can tell you your mailbox number. The Association and Management* ***DO NOT*** *have this information.*); and
* One (1) mailbox key (*The Association does not have copies for you.*); and
* (*If applicable*): Garage door opener(s).

***NOTE: The Association does not maintain individual mailbox locks.*** |  |

BY SIGNING BELOW, I / WE ACKNOWLEDGE THAT WE HAVE READ AND UNDERSTAND THE EXPECTATIONS OF THE ASSOCIATION AS EXPRESSED HEREIN AND THE PUBLISHED DOCUMENTS OF THE ASSOCIATION AVAILABLE AT MADISONHOA.COM. I / WE FURTHER UNDERSTAND AND AGREE THAT BY SIGNING BELOW, I / WE HAVE RECEIVED FIRST NOTICE OF THESE STANDARDS AND THAT I / WE WILL ABIDE BY THEM TO THE VERY BEST OF MY/OUR ABILITY.

FOR THE RESIDENT(s) OF: **, Pompano Beach, FL 33064:**

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| **Printed Name / Date** | **Signature** | **As:** |
|      Date:       |  | [ ]  Owner[ ]  Tenant[ ]  Occupant |
|      Date:       |  | [ ]  Owner[ ]  Tenant[ ]  Occupant |
|      Date:       |  | [ ]  Owner[ ]  Tenant[ ]  Occupant |
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