



Surfside Palms Condo Association
Move-In / Move-Out Guide
8888 Collins Ave, Surfside, FL 33154

Moving Hours: Monday to Friday, from **8:00 AM to 5:00 PM**

Saturday, Sunday, and Holidays are NOT permitted

Recommended moving window: **9:00 AM to 4:00 PM** to avoid peak resident traffic.

Requirements Before Moving Day:

1. Insurance Certificate

- All moving companies must provide a **Certificate of Liability Insurance**.
- The certificate must be issued the name of **Surfside Palms Condo Association** at **8888 Collins Ave, Surfside, FL 33154**, as the **certificate holder**.
- This document must be submitted **prior to your scheduled move**.


2. Moving Deposit

- A **deposit of \$500.00** is required before your move.
- Deposit must be paid by a **cashier's check** or **money order issued to Surfside Palms Condo Association** and **include in the memo the unit number**.
- The deposit will be refunded **after the move**, provided there are **no damages** to the elevator and or common areas.

Elevator Usage Guidelines

- Please notify management of your **intended move date** at least **7 days in advance**.
- Ensure your moving company is informed of all building rules to avoid delays or additional fees.
- **Do not obstruct** the elevator doors with **rocks, wood, metal**, or any other materials as improper use of the elevator may cause malfunctions and lead to repair charges. A **unit owner or representative** must **supervise the move**.

Building Access:

- The garage access card and key fob for all building entrances and elevator access are \$50.00 each and are non-refundable.
- To be added to the intercom system, you must download the  **Entry and Community Manager app** and follow the setup instructions. You will be assigned a code that will be send directly to your phone via text message.

Item Disposal Guidelines: If you are moving in or out and need to dispose of furniture or other large items, please refer to our Waste and Bulk Pickup Guide: <https://surfsidepalmscondo.com/waste-bulk-guide>

*Please note that any items left out without following proper procedures will be removed at the owner's expense.

Miami Powerhouse Management

1000 5th Street, Miami Beach, Florida Suite 218 33139

Phone: 305-602-0244 - Email: Help@MiamiPHM.com

Hours Monday - Friday: 9am - 5pm



Miami
Powerhouse
Management