

Building 12 Guidelines for Owners

* Parking

Each Unit is assigned one (1) designated parking space with one placard

Visitor Parking should be used by visitors

Owners should not use visitor parking spaces

If visitors stayed overnight, please obtain parking permit form the board. Send an email to VRGBldg12@gmail.com. They may use the parking on Bldg 13 (need parking permit also), or East Club House as well

Owners may temporarily assign their parking space to another unit owner, upon completion of form and Board approval.

*Trash

Regular pickup is Monday and Thursday excluding Holidays. Bag all trash and use the garbage chutes at each end of the building. Break down boxes when possible and place them in the dumpster using the lower access door. Do not add construction debris. On trash days, the dumpsters are moved to the driveway for access. Verify that dumpsters have been replaced before using the garbage chutes again.

Large items need to be picked up by the bulk pickup truck. Place the trash in front of the dumpster area on Wednesday, leaving at least 3" clearance from the building. Call the **City of Boynton Beach Sanitation Department at 561-742-6200** for pickup.

Violations of the rules are subject to \$25.00 fine.

*Recycling

We have recycling bins at the north and south stairwells

Regular pickup is on Wednesday

Please rinse containers to reduce odors. Food residue also attracts insects and rodents.

Plastic bags, shrink wrap packaging and Styrofoam ARE NOT PERMITTED

Large corrugated boxes should be flattened and placed in dumpster

*Elevator Call box

Visitors use the call box to call owner for them to open the elevator door. They may select by your last name or unit number *example #123 and press the phone icon)

Press "9" on your phone to authorize the elevator

Call box number is 561-736-3665. You may want to add it to your contacts

*Internet Access

We currently have a bulk contract with Xfinity - Comcast.

If desired, residents can purchase more speed.

*Cable Service

We currently have a bulk contract with Xfinity - Comcast. There is no charge for contracted programming, but the resident must contact Comcast at 800-266-2278 to establish service account. An installation fee may be charged. Any additional programming will be billed directly to the resident by Comcast.

*Electric Service

FPL provides service to our building. Call 800-226-3545 or set your billing account online at **FPL.COM**

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*Laundry Rooms

The laundry rooms are located on floors 2-4. A laundry card is required to use the machines. It currently cost \$1.00 per machine. The cards are available for purchase and recharging in the East Club House.

Please use only HE Detergent. Regular detergent may cause the soap bubbles to emerge from the floor drain.

Please leave rooms clean and remove lint from dryers.

Laundry hours are from 700 AM to 800 PM

If machines malfunction, please place a note on the machine and call the number listed on the placard in the laundry room

*Garbage Disposal

Please flush disposal with sufficient water when using

Do not pour grease down drain

Do not place bones, onion peels, celery, potato skins or other food products that will not easily grind up in disposal

*Toilets/Plumbing

Do not flush disposal wipes, or other paper products except toilet paper

*Grocery Carts

Grocery carts are located next to the elevator on ground floor for residents "use". These ones are the smallest one. Returned to the ground floor.

Also we have the larger carts located on the 4th Floor (if you use the larger ones please returned to the 4th floor)

Please return all carts immediately

*Keys

If changing unit doors lock, a new key must be provided to the office

If a vehicle is left here full time and owner is offsite, designate someone to care for the vehicle if needed. Leave a car key accessible inside the unit for emergency access by the Board.

*Insurance

Proof of liability insurance is required.

*Rentals

Units may be rented out **after owned for 2 Years** with the Board's permission

Lease must be a minimum of 90 days, with a maximum period of 1 year

Only one lease is permitted per calendar year

Renter must pass security check and interview by the Board

Lease/Purchase application form is available in office

*Patios

May be added to 1st floor units with Board permission

No tents, gazebos, or similar shade structures are allowed

If Barbecue grill is used, it must be 10' from the building when in use

Building 12 Guidelines for Owners

***Remodeling/Repairs to Units**

All repairs should be made by licensed contractors to ensure that necessary building permits are obtained

Modifications to unit need approval by Board. A form may be required to be completed.

Flooring replacement may required underlayment for noise abatement, as approved by the Board.

***Maintenance Fee**

Maintenance fee are due the First of every month. A late fee of \$25.00 will be assessed if payment is not received by the 10th of the month.

***VRG ID Card**

Necessary for access to clubhouses and swimming pools

May be required to purchase tickets to some VRG Activities

Security Office at the West Clubhouse is open on Tuesday 10-12. (Please check at the East Club house for the correct date and time)

Picture ID and unit ownership required for owners and renters.

\$25.00 fee is charged for replacement or additional card

***Pets**

Pets are not allowed in the building

Service or emotional support animals are only permitted with appropriate licenses or qualified medical authorization. Board pre-approval is required.

***VRG Community**

All residents and guest are required to comply with community rules

Please contact a VRG Board member with any questions

VRG Greenwood Board of Directors

Last updated 01/03/2024

Village Royale Greenwood Association

Board of Directors Memorandum

Bulk Trash Rules and Regulations

1. Bulk Trash is picked up at our building on each **Thursday** except holidays. **The Board is mandating that Bulk Trash can only be put out in the front of our North and South Towers on Wednesday.**
2. Any owners **who places bulk trash out prior Wednesday will be fined \$25.00.** It is the owner/s responsibility to make sure that their Bulk Trash is placed in the front of our building in accordance to our rules.
3. **Any contractor person, etc.** who is associated with any work being done in your unit **must abide to these rules.** **The owner is responsible to** make sure that the contractor is made aware of our rules. If the contractor neglects to do so, **the owner will be fine \$25.00.**
4. It is the owner's responsibility to contact the **City of Boynton Beach** to request for the pick-up of their Bulk Trash. The telephone number is **(561) 742-6200**. Request to speak with the Sanitation Department.
5. Please provide Boynton Beach Sanitation Department with the following Information:
 - a. Our location is within the Village Royale on the Green Complex
 - b. Provide our building number (12)
 - c. Our building is located at 2615 NE 3rd CT, Boynton Beach, FL 33435
 - d. Our Legal Name: Village Royale Greenwood

Bulk Trash is to placed in the front of the yellow stripes located at each of our North and South Towers.
Bulk Trash is not to be place on the inside of the stripped areas!

Thank you for your cooperation
The Board of Directors
Last Updated – October 2, 2023



Village Royale Greenwood

c/o JMA Community Management

1375 Gateway Blvd

Boynton Beach FL 33426

Office: 561-440-7854 * info@JMAmanagement.net * WWW.JMAmanagment.net

This is to certify that _____ and _____
have received and reviewed the Documents and Rules & Regulations of
Village Royale Greenwood

I/We are aware of the importance of abiding by these documents. Any
violations may result in fines and legal action.

Date: _____

Owner(s) / Renter (s) Signature _____

Owner (s) / Renter (s) Printed Name _____
