

THE BON BINI CONDOMINIUM APARTMENTS, INC.

Architectural Review Application For all Unit Modification(s) or Improvement(s)

Please deliver this application along with the required specifications to:

Email your complete package to: bonbinicondos@gmail.com

Or mail to:

The Bon Bini Condominium Apartments
1450 N. Riverside Drive
Pompano Beach, FL 33062

TERMS OF AGREEMENT TO PERFORM WORK: I understand and will comply with the following:

__ No project may commence prior to unit owner receiving written approval by Condominium Association. No exterior alteration may be made by Unit Owner.

__ All work to be completed by a licenses and insured contractor.

Owner Information

Owner(s) Name:

Address: (if seasonal)

Unit: _____

Day telephone: _____ Evening telephone:

E-mail: _____ Fax:

Approval is hereby requested to make the following modification(s) or improvement(s) as described and depicted below, or on additional attached pages as necessary. (Please include such detail as dimensions, materials, color, design, size, location and other pertinent information).

___ Emergency Application (a/c, water event, etc.)
___ Non-emergency Application

THIS IS A RESUBMITTAL **__ YES** **__ NO**

Reason for resubmittal:

THE BON BINI CONDOMINIUM APARTMENTS, INC.
Architectural Review Application For all Modification(s) or Improvement(s)

Time for Completion of Improvements:	Anticipated Commencement Date:
Owner's Signature:	Owner's Signature:

Contractor Information (name and contact information including phone and email):

“Association” refers to: The Bon Bini Condominium Apartments, Inc.

“The Board” or the “BOD” refers to : The Board of Directors of the Bon Bini Condominium Apartments, Inc.

“Manager” refers to Property Manager or Board designee.

Attachments provided:

_____ Completed Application

_____ Initial Damage and Compliance Deposit required of \$250.00 (refundable). Please make your check payable to The Bon Bini Condominium Apartments, Inc.

----- Copy of Contract(s) or Proposal from contractor. Include copy of license and insurance [liability (\$1 million dollars) and workman's comp.]

----- List of contractors and all persons who will be entering Community.

----- Once the permit is filed, provide a copy of the permit and final approvals on permit(s).

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Improvement(s)

(Owner should initial boxes below and share appropriate information with contractors)

- Construction hours are as follows: Monday – Friday: 8:30 am to 6:00 pm. All vehicles must be off premises by 6:00 pm. Saturday: 9:00 am to 3:00 pm. All vehicles must be off premises by 3:00 pm. Sunday: Absolutely no work during non-hours – except for emergencies.
- Any damage, destruction or defacement to the stairs, hallways, floors, doors or other common areas or any part of the building will not be tolerated. Wall pads and floor protection must be in place at all times while work is on-going.
- The use of the Association dumpster is strictly prohibited. All construction and repair trash must be removed daily from the premises including any boxes, packing material, appliances, furniture, or residual material.
- All exterior walkways, floors and parking lots may not be blocked and must be cleaned daily and be free of dirt, dust or debris.
- The storage or placing of construction materials on common area property or any area that is visible from the road at any time is strictly prohibited.
- Owner is responsible for complying with all Easements. State, County and City building codes and to obtain all applicable permits.
- The Bon Bini Condominium Apartments, Inc. shall be “held harmless” for any and all incidents or damages that may arise during or after the project.
- To abide by the decision of the Board of Directors.
- If owner’s request is not approved, or work performed is different than approved by The Board, owner understands and agrees, by signing below, that owner will be required to restore area back to its original condition. Unit owner may also be subject to legal action by the association and that owner shall be responsible for all reasonable attorney fees and costs.

- Once approval has been obtained and PRIOR to commencement, unit owner, Contractor and Manager shall meet on site for a preconstruction walk through of the site. Photographs to be taken of the area noting current condition and any existing damage. All parties should initial agreement to condition and damage (if any).
- When the Alterations/Construction is complete, a final walk through shall take place between unit owner, Contractor and Manager to determine if any damage has occurred to neighboring units, grounds or common areas.

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(Owner should initial acknowledgement on all items below.)

- **DEPOSIT:** Forfeiture of deposit will occur if Manager determines that damage to common areas occurred or if cleaning of common areas was not completed on a daily basis. Violation of the rules shall result in a forfeiture of \$100 for the first violation, \$200 for the second violation and \$300 for each additional violation. Additional damage and compliance deposit will be required during project, if it is determined that the initial deposit is insufficient to cover the costs of damage, or cleaning or violation deposit forfeitures. Project will stop to obtain additional deposit. This deposit will be returned approximately 30 days after completion, including after cleanup and removal of debris, providing all of the Association's conditions are satisfactorily met and a successful Association final walk through is completed.
- Owner further acknowledges that the Manager has the right to stop any and all workers should they perform outside the improvements or alterations as Approved by the Board of Directors, or if common areas sustain damage or if they are not cleaned daily as required.

THE BON BINI CONDOMINIUM APARTMENTS, INC.
Contractor Information and Work Approval Form

One form per Individual Contractor must be completed. Entry into the Community will not be permitted unless this completed form is Initialed by the Property Manager.

Unit: _____ Owner: _____ Phone: _____

Contractor Name: _____ Phone: _____

Corporation Name: _____ Phone: _____

Worker(s) Names:

Contractor understands that the Unit Owner must pay a damage and compliance deposit with the Architectural Review Application. This deposit will be returned approximately 30 days after completion, including after cleanup and removal of debris providing all of the Association's following conditions are satisfactorily met and with the Association's final walk through. Contractor understands that additional monies will be assessed should any damage or violation deduction be greater than the initial deposit. Contractors and all workers further agree to abide by the Rules as set forth in the Architectural Board Approval for all modifications or improvements and specifically including, but not limited to the following:

1. Construction hours are as follows:
Monday-Friday: 8:30 am to 6:00 pm. All vehicles must be off premises by 6:00 pm
Saturday: 9:00 am to 3:00 pm. All vehicles must be off premises by 3:00 pm
Sunday: Absolutely no work.

2. Any damage, destruction or defacement to any part of the building will not be tolerated. Floor and wall protection must be in place while work is on-going.
3. The use of the Association dumpster is strictly prohibited. All construction and repair trash must be removed daily from the premises including any boxes, packing material, appliances, furniture or residual material.
4. The on site cleanup of all tools and equipment including cleaning of paint brushes, rollers and wash buckets is prohibited. All tool and equipment cleanups must be performed off site.
5. All exterior walkways and parking lot may not be blocked and must be cleaned daily and be free of dirt, dust or debris prior to leaving the job.
6. The storage or placing of construction materials on common area property or any area that is visible from the road at anytime is strictly prohibited.

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Contractor Work Approval Form

7. The contractor acknowledges that the Property Manager has the right to stop any and all workers should they perform outside the improvements or alterations as Approved by the Board of Directors.
8. Failure to abide by the regulatory regulations will result in the following:
 - A. **Forfeiture of Deposit**
 - B. **Additional charges for any and all repair work and clean up to the common areas incurred by the Association due to damage caused by Contractor or Workers.**
 - C. **Removal of your privileges to work in this community.**

Contractor Signature: _____ Print
 Name: _____

Date: _____

Telephone Numbers (Cell) _____ (Office)

(Fax) -----

Return to:

Email bonbinicondos@gmail.com

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