

DADELAND WALK ASSOCIATION

Gutter & Downspout Work Notification Form

Unit Address: _____

Lot Owner Name: _____ Phone: _____

Email: _____

Contractor Name: _____

Company Name: _____

Address: _____

Telephone: _____

Email: _____

Scheduled Work Dates: _____

I. Scope of Work: Check all that apply.

☐ Gutter installation ☐ Gutter repair or replacement ☐ Downspout installation

☐ Downspout repair or replacement

☐ Other (describe): _____

II. Contractor Requirements (Must be submitted with this form)

1. Copy of valid business license
2. Copy of Certificate of Insurance (COI) naming Dadeland Walk Association, Inc. as additional insured. Certificate of Insurance (COI) must be issued as follows:
Dadeland Walk Association, Inc.
c/o Allied Property Group
12350 SW 132 Ct, Suite 114
Miami, FL 33186
3. Copy of Workers' Compensation Insurance or valid exemption
4. Copy of required permit(s), if applicable (Miami-Dade County)
5. Copy of Contractor's valid license for the proposed work

III. Work Schedule

- Work must be done **Monday–Saturday, between 7:30 AM and 7:00 PM**
- **No work allowed on Sundays or the following holidays:** New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

IV. Contractor Access & Safety

- The Association may deny entry to unlicensed or uninsured contractors.
- All work must be performed safely and must not damage common areas or neighboring properties.

V. Liability for Damages

The Lot Owner and their contractor are jointly responsible for any damage caused to Association property, utilities, or neighboring units during work. The Association reserves the right to pursue recovery for any damages, including filing a claim against the contractor's insurance policy. Any costs incurred by the Association due to such damage will be charged to the Lot Owner's account and may become a lien on the property if unpaid.

VI. Neighbor Notification

Lot Owners must notify adjacent neighbors before work begins, especially if access to common areas or shared walls is needed.

VII. Owner Acknowledgment

As the Lot Owner, I understand and agree that:

- a. I am responsible for the care, maintenance, and replacement of my unit's gutters and downspouts, as per Article VI, Section 3 of the Declaration.
- b. Gutters and downspouts must not extend into common areas, including sidewalks, landscaping, or parking spaces
- b. The appearance of all gutters and downspouts must match the building's exterior color and be kept in good condition.
- c. Gutters must be maintained free of debris to prevent damage to neighboring properties and Association areas.
- d. If I fail to properly maintain these systems, the Association may, after 10 days' written notice, complete the required work. All associated costs will be charged to my unit.
- e. If installed or repaired gutters or downspouts do not meet Association specifications, the I shall be required to correct or remove the work at my own expense. Any costs incurred by the Association to remedy noncompliance or resulting damage shall also be charged to my account

Lot Owner Signature: _____

Date: _____

Contractor Signature _____

Date _____

Title _____ **Company** _____