

Dadeland Walk Association

Dear New Association Member:

Greetings from the Board of Directors and the entire community at Dadeland Walk! We're thrilled to welcome you as our newest member and are eager for you to become part of our homeowners' association.

To ensure a smooth transition, we kindly request that you **register in advance of your move**. This helps us facilitate your access to the community, inform our security team of your arrival, and assist with setting up your association fee payment account, obtaining parking decals, and gaining entry to the property. Your cooperation is greatly appreciated and helps maintain a safe and secure living environment for all.

We also encourage your active participation in our community—whether by attending meetings, joining committees, or volunteering for events. Your involvement truly makes a difference. Our Board meetings are generally held on the third Tuesday of each month. Please check the Association website www.dadelandwalk.com or the community bulletin board for the most up-to-date information, as dates and times may occasionally vary.

Certain sections of the website are restricted to owner members. To register for access, simply click on any restricted section—such as the Governing Documents page—and you'll be prompted to create an account. Once your request is submitted, the Board will review it and grant access within 72 hours after confirming your ownership.

Please note: Management will need a copy of the fully executed ALTA Closing Disclosure or Settlement Statement to validate new ownership and register you as new owner member.

If you have any questions or need assistance, feel free to reach out. Below is important contact information for your reference:

FirstService Residential

Myrna Martinez, Property Manager

✉ Email: myrna.martinez@fsresidential.com

Onsite Office

Business Hours: Monday-Friday 8:30am-3:30pm except weekends and holidays

Customer Service Center Available 24/7/365 855.333.5149

Guard House: 305-271-1549

We're happy to have you here and look forward to seeing you around the community!

Warm regards,

Dadeland Walk Board of Directors

Email: dadelandwalkboard@gmail.com

Dadeland Walk Association, Inc.

HOA Member Registration

Property Address: _____

Owner Name: _____

Email Address: _____ Phone Number: _____

Home Number: _____

Owner Name: _____

Email Address: _____ Phone Number: _____

Home Number: _____

Emergency Contact

Name: _____ Relationship: _____

Phone Number: _____

Name: _____ Relationship: _____

Phone Number: _____

Occupants

Please list all individuals who will reside in the unit.

1. Name: _____ Relationship _____ Age: _____

2. Name: _____ Relationship _____ Age: _____

3. Name: _____ Relationship _____ Age: _____

Privacy Disclosure

By submitting this New Association Member registration form, you agree that the information provided will be used solely for HOA Board/management communication and administration purposes. Your personal information will not be shared with third parties without your consent, except as required by law. For questions or concerns regarding your data, please contact the manager's office.

New Member Signature: _____ Date: _____

Print Name _____

New Member Signature: _____ Date: _____

Print Name _____

ELECTRONIC COMMUNICATION REGISTRATION

Stay Connected with the Board!

Owners and tenants can use this Electronic Communication Registration Form to share their contact information with the Board. **Under Florida Statute § 720.303(4)(c)**, the Association must obtain written consent before sending official notices or updates by email or text.

By completing this form, you're voluntarily giving that consent and agreeing to receive important updates, emergency alerts, and community news directly from the Board.

Filling out the form is optional, but it's a great way to stay informed and connected! Make sure you don't miss important updates, add dadelandwalkboard@gmail.com to your contacts.

A separate authorization form must be completed and submitted for each individual aged 18 or older

Name : _____ ☐ Owner ☐ Tenant

Property Address _____

Telephone Number _____

Cell Number _____

Email Address _____

Please answer the following:

1. **Do you consent to receive text messages from the Dadeland Walk Association Board?** ☐ YES ☐ NO
2. **Do you consent to receive emails from the Dadeland Walk Homeowners Board?** ☐ YES ☐ NO

Signature _____ Date _____

Guest Entry Authorization

This form allows you to authorize entry for a friend, family member, individual, or service vendor without requiring the guard to contact you for approval each time. To set up pre-approved access, please complete and submit the form to the management office, directed to **Property Manager Myrna Martinez**, via email at myrna.martinez@fsresidential.com. **Please allow up to 7 business days for processing.**

Name	Relationship
1.	
2.	
3.	
4.	
5.	

I, _____ (Resident's Name), residing at

_____ (Address), Miami, Florida, 33143, authorized the listed guest(s) to enter the Dadeland Walk community at any time. I am responsible for their conduct and compliance with community rules during their visit.

This authorization remains in effect until I submit a signed **Guest Entry Revocation Form** to Dadeland Walk's association property management office.

By signing below, I acknowledge that the guards, property management, and the association are not liable for any entry granted to individuals on my approved list unless I have officially revoked their access in writing.

Resident's Signature: _____ Date _____

Print Name _____

DADELAND WALK ASSOCIATION, INC

MOVE-IN/MOVE-OUT NOTIFICATION FORM
MONDAY-SATURDAY 7:30AM- 7:00PM

- **No Moves Permitted on Sundays**

The following form is exclusively intended for current or new residents who are moving in or out of the Dadeland Walk community.

INSTRUCTIONS: SUBMIT FORM EARLY! Processing time may take up to 15 business days subject to management office workload.

Resident Name	Expected Date of Move
Unit Address	Telephone #
COMMERCIAL MOVER INFORMATION	
Will you be using a commercial mover? If Yes, Company Name _____	
If Yes, attach a copy of the company's Certificate Of Insurance (COI) and license. COI must be issued as follows FirstService Residential c/o Dadeland Walk Association, Inc. 5200 Waterford District Drive, suite 1000 Miami, FL 33126	
Company Telephone # : _____ Email : _____	
Contact Name: _____	
DISCLOSURE: Residents and movers must leave all common areas and parking spaces clean and dispose of any trash or debris resulting from the move. Any damage to common areas, including but not limited to parking areas, landscaping, entrance and exit gates, and sidewalks, are the responsibility of the unit owner.	
Resident Signature	Date
<u>OFFICE USE ONLY</u>	
Date Received: _____	
Authorized Signature _____	Copy to Guards _____

DADELAND WALK ASSOCIATION

PET REGISTRATION

1. **Pet Photo & Registration:** Submit a recent, clear photo of each pet along with a current copy of the **Miami-Dade County pet registration tag**. Pets must be registered in **Miami-Dade County** to be eligible for approval.
2. **Rabies Vaccination & Health Records:** Provide a copy of the **current rabies vaccination certificate** and **health records** for each pet.

Owner's Name _____

Address _____

Pet's Name #1 _____ ☐ Dog ☐ Cat Gender _____

Breed _____ Color _____ Weight _____ Age _____

Distinctive Marking _____ Is your pet a service animal? ☐ YES ☐ NO

Is pet registered with Miami Dade County?

_____ YES Tag ID# _____ Year _____

_____ NO

Is your pet vaccinated for Rabies? _

_____ YES Tag ID# _____ Year _____

_____ NO

Pet's Name #2 _____ ☐ Dog ☐ Cat Gender _____

Breed _____ Color _____ Weight _____ Age _____

Distinctive Marking _____ Is your pet a service animal? ☐ YES ☐ NO

Is pet registered with Miami Dade County?

_____ YES Tag ID# _____ Year _____

_____ NO

Is your pet vaccinated for Rabies? _

_____ YES Tag ID # _____ Year _____

_____ NO

Is your pet vaccinated for Rabies? _

_____ YES Tag ID# _____ Year _____

_____ NO

Pet Policy

We love our furry companions and recognize the joy they bring to our community. To ensure a clean, safe, and enjoyable environment for all residents, both two-legged and four-legged—we have established the following pet policy

1. **Pet Registration & Approval:** Before bringing a pet into the community, residents must register their pet and obtain prior written approval from the association.
2. **Permitted Pets:** Residents may have dogs, inside cats in their Lot/Dwelling Unit. A maximum of **two (2) pets with a combined weight of no more 35 pounds** per property is allowed. Pets must not be kept, bred, or maintained for commercial purposes, and they must not create a nuisance or disturbance to neighbors.
3. **Not Permitted:** Outside cats, exotic animals, livestock, poultry, wild, exotic, or non-domestic animals, including but not limited to snakes, reptiles, farm animals, or wildlife—are not permitted under any circumstances. This applies regardless of whether the animal is caged or claimed to be harmless.
4. **Outdoor Feeding Prohibited:** To maintain a clean and pest-free environment, bird feeders and outdoor feeding stations are not allowed.
5. **Required Documentation:** To complete the approval process, residents must submit the following:
 - Current Miami-Dade pet registration
 - A recent photo of the pet
 - The pet's health records
 - Current copy of Rabies Certificate
6. **Leash & Control Requirement:** For everyone's safety, dogs and indoor cats must always be on a leash and under control when in common areas.
7. **Pet Waste Disposal:** Being a responsible pet owner includes cleaning up after your pet. Please promptly remove and dispose of pet waste in a sealed poop bag, placing it in the nearest designated pet waste station or your personal trash receptacle.

As a resident and pet owner at Dadeland Walk, I understand and agree to abide by the Dadeland Walk Association Pet Policy. I recognize the importance of these guidelines in maintaining a clean, safe, and enjoyable environment for all residents.

I understand that if my pet becomes disruptive, creates a nuisance, or if I fail to properly supervise or care for my pet, the Dadeland Walk Association has the authority to take appropriate action, including violation notices or legal measures.

For full details on the Pet Policy, I understand that I may refer to the Association's Rules & Regulations, available at www.dadelandwalk.com, under the Forms section.

Address: _____

Signature: _____ **Date:** _____

DADELAND WALK ASSOCIATION

VEHICLE REGISTRATION

Residents must complete this form to register their vehicle(s), request a new or replacement decal, or update vehicle information. Submit the completed form to the property manager, Myrna Martinez, at myrna.martinez@fsresidential.com.

INSTRUCTIONS

1. A copy of the current state vehicle registration and insurance must be submitted with this form for each vehicle listed.
2. Vehicles must display a valid license plate. Vehicles without license plates are not permitted to park on the premises.
3. Processing Time: Please allow up to seven (7) business days for processing.
4. Decal Placement: Affix the decal to the lower left-hand corner of the driver's side front window.
5. Vehicle Replacement: Parking decals may be transferred only upon submission of a new Vehicle Registration Form with updated vehicle details.
6. Lost or Damaged Decals: A new Vehicle Registration Form must be submitted to request a replacement decal.

REASON FOR SUBMISSION (CHECK ONE)

☐ New Registration ☐ Change to Vehicle Information (replacement / update) ☐ Lost or Damaged Decal

Address: _____

Vehicle Type	Make/Model	Model	Color	Tag #	State	Year	Decal #

ACKNOWLEDGEMENT

By signing this form, the resident acknowledges and agrees to the following:

1. **Resident-Only Parking Permit Decal:** Decals are issued exclusively to residents.
2. **Decal Misuse:** Decals are vehicle-specific and may not be transferred or used on unauthorized vehicles.
3. **Parking Limit:** Up to three (3) vehicles are permitted, regardless of the number of occupants in a household. The first two vehicles must be parked in the designated spaces for the unit. A third vehicle may use Guest Parking only if permitted under current Association policy and only when the designated spaces are occupied
4. **Compliance & Fines:** Failure to follow parking rules may result in fines. Fines are subject to change and are enforced in accordance with the Association's governing documents. Violations may be subject to a hearing before the Association's fining committee, with notice and an opportunity to be heard, as required by Florida law.
5. **Entry Restriction:** Resident's vehicle(s) must display a valid parking permit decal in the required location. Vehicles without a properly affixed decal may be denied entry by security or referred to management for verification or violation processing, as applicable.

Signature: _____ Date: _____

Print Name: _____

DADELAND WALK ASSOCIATION, INC.

RULES AND REGULATIONS

AMENITIES

Gym:

- Residents may obtain a key from security or purchase one from management.
- Children under 16 must be accompanied by an adult.
- No smoking allowed.
- DO NOT TURN OFF AIR CONDITIONER.

Pavilion Reservation:

- Must be booked in advance through management.
- Visit the **Forms** section at www.dadelandwalk.com to obtain the **Pavillion Reservation Form**

Swimming Pool:

- Follow posted rules.
- Proper bathing attire and respectful conduct are required.
- Nude bathing or skinny dipping is strictly prohibited in the community swimming pool area.
- Proper swimwear must be worn at all times.
- Close umbrellas after use.
- No pets are allowed on the pool deck.
- Plastic beverage containers only.
- Pool is not available for private functions.
- Children under 16 must be accompanied by an adult.
- No Lifeguard on duty.

Tennis Courts:

- Keys available from security (\$25 fee for lost keys).
- Lock gate after use.
- Guests must be accompanied by a resident.
- Proper tennis attire required; no chairs, bikes, strollers or pets allowed.
- 90-minute play-time limit if others are waiting.

ASSESSMENTS & FINES

Monthly Assessments (Fees) :

- Due on the 1st of each month. Late fees apply after the 30th.

Fines:

- Imposed for repeated rule violations.

Violations, Fees, and Process

- **First Offense:** Warning notice issued.
- **Repeated or Serious Violations:** Fine of up to \$100 per violation per day, for the same violation, up to a maximum of \$1,000.
- **Ongoing Violations:** Daily fines may continue until the violation is corrected but cannot exceed the total of \$1,000 for the same violation. It is important to note that this limit applies to each violation type separately, not as a sum of different violations.
- **Correction Period:** Residents typically have at least 14 days after receiving written notice to resolve the issue before further action is taken.
- **Appeal Process:** Residents have the right to contest fines before the Grievance Committee or Fining Committee within 14 days of receiving notice. Fines cannot be imposed without an opportunity for a hearing.
- **Non-Payment Consequences:** Unpaid fines may result in restricted amenity access, legal action, or the filing of a lien if the fines exceed \$1,000. The association may also seek reimbursement of attorney fees related to enforcement.

BOARD MEETINGS – Conduct and Recording

Purpose: To establish clear guidelines ensuring respectful behavior and orderly proceedings during board meetings, in compliance with Florida law and our community's standards.

1. Right to Record:

- Members are permitted to audio or video record board meetings, as stipulated by Florida Statutes.

2. Notification Requirements:

- Members intending to record a meeting must provide written notice to the Board at least one day in advance prior to the scheduled start of the meeting.

3. Equipment and Setup:

- Recording devices must be set up before the meeting commences to prevent disruptions.
- Devices should operate silently and without emitting distracting lights.
- Operators must remain stationary during the meeting to minimize disturbances.

4. Distribution of Recordings:

- Recordings are for personal use only.
- Public dissemination, including posting on social media or other platforms, is prohibited without prior written consent from the Board, legal counsel, and all recorded parties.

5. Conduct During Board Meetings:

- **Respectful Behavior:** All attendees are expected to conduct themselves courteously, allowing meetings to proceed efficiently and without disruption.
- **Prohibited Actions:** The use of disruptive behavior, obscene gestures, shouting, profanity, or offensive language, including derogatory remarks about the community or its members—is strictly prohibited. Such behavior undermines the respectful environment we strive to maintain.
- **Immediate Action:** Individuals engaging in prohibited conduct will receive a warning. If the behavior persists, they may be asked to leave the meeting to preserve order.
- **Consequences:** Repeated or severe violations may result in further actions as outlined in the association's governing documents, which could include fines or suspension of certain member privileges.

6. Reporting Concerns:

- Members who feel offended or threatened by any conduct during meetings are encouraged to report their concerns to the property management in writing. The Board is committed to addressing such issues promptly to maintain a safe and respectful community environment.

COMMON AREAS

General Maintenance:

- The property management company maintains all common areas, including lighting, signs, trees, plants, and sprinklers.

Posted Notices:

- Only management-approved notices may be displayed by the mailboxes. Personal signs require Board approval.

CONSTRUCTION & EXTERIOR MODIFICATIONS

Approval Required:

- Visit the **Forms** section at www.dadelandwalk.com to obtain the **Architectural Modification Form**.
- All exterior modifications must be approved by the Architectural Board before construction.
- Repairs must be completed within 30 days.

RESTRICTIONS

- Front doors must match existing colors (brown, white, or current exterior) and may contain glass.
- Exterior wires and large TV reception devices (over 18 inches) are prohibited.
- Hurricane shutters must be bronze accordion style and Dade County Approved.
- Unauthorized signage is not permitted.
- End units may install gates (4 feet high)

- Roof & A/C requires management notification. Visit www.dadelandwalk.com, Forms section, to obtain notification form.

COURTESY & CONDUCT

Resident Responsibility:

- Residents are responsible for the conduct of guests, visitors, and contractors.

Security & Management Interaction:

- Residents must treat security guards, management, and Board members with respect.

Noise & Disturbances:

- All residents and visitors have the right to quiet enjoyment of the community.
- Nuisances such as excessive noise, parking violations, or pet issues are prohibited.

GUARDHOUSE

Guardhouse Restrictions:

- Residents, vendors, and visitors are NOT permitted inside the guardhouse.

Security Guards:

- Responsible for monitoring gates, security cameras, and patrol.
- Report issues to management with date, time, and name of guard on duty.
- Guards are not allowed to accept deliveries, payments, or hold keys.

PARKING & VEHICLES

General Parking Rules:

- Register vehicles and obtain parking permit decal. Visit the **Forms** section at www.dadelandwalk.com to obtain the **Vehicle Registration/Parking Permit**
- Speed limit: 9 MPH.
- Stop signs must be obeyed.
- Extended-stay vehicles require a pass from security.
- Non-resident vehicles may not be stored in guest parking for more than 15 days.

Resident Parking:

- Two resident vehicles must be parked in designated spaces.
- A third car may be parked in Guest Parking only when the first two spaces are occupied.
- No double parking, parking on grass, or blocking streets.
- Personal pickup trucks are permitted without signage.

Guest/Frequent Visitors

- Visit the **Forms** section at www.dadelandwalk.com to obtain the **Guest Entry List Form**
- To revoke a Guest Entry listed visit the **Forms** section at www.dadelandwalk.com to obtain a **Guest Entry Revocation Form**

Commercial & Recreational Vehicles:

- Vendor vehicles must obtain a "Temporary Guest Pass" from the guardhouse.
- Residents and guests may not park commercial vehicles, boats, trailers, or motorhomes.

Automobile Repairs:

- Not permitted except for emergencies.
- Vehicles in disrepair may not be stored.

PETS

Pet Registration and Regulations:

- Register pets. Visit the **Forms** section at www.dadelandwalk.com to obtain the **Pet Registration Form**
- Maximum of two pets per unit.
- No dogs over 35 lbs.
- Pets must be leashed and under control at all times.
- Owners must clean up after their pets immediately.
- Outdoor feeding stations are prohibited.

REPAIRS & CONSTRUCTION

A/C Replacement:

- Visit the **Forms** section at www.dadelandwalk.com to obtain the **Air Conditioner Replacement form.**

Roof

- Visit the **Forms** section at www.dadelandwalk.com to obtain the **Roof Replacement form.**

Contractors:

- Must be licensed, insured, and obtain necessary permits.
- Roof access requires permission from the affected homeowner.

Approved Roof Tiles:

- Only Boral Terra Cotta Spanish "S" Red Tile is permitted.
-

LEASE**Realtor Rules:**

- Open houses, real estate caravans, lockboxes, and signage are prohibited.
- Showings must be arranged through management.

Requirements:

- Obtain a Tenant Application from property management.
- Prospective Tenant application must be submitted and approved at least 30 days in advance prior to move-in.
- Tenants must meet with management/ or board representative to review community rules before move-in.

Lease Term & Renewals:

- Minimum lease term: 1 year.
- Renewals may be denied based on owner or tenant compliance of associations governing documents.
- Lease renewals are subject to board approval. Owners must submit lease renewals 45 days in advance.
- The lease is designated exclusively for single-family occupancy.

New Owner/Member Association Registration:

- New owners become members of the Dadeland Walk Association (HOA) and register with the association before occupancy.
- Must meet with management to review community rules.
- A member registration kit is available from the property manager.

Temporary Occupancy:

- Management must be notified if someone occupies a unit for more than 30 days.
-

SECURITY & SAFETY

Hurricane Shutters:

- Must remain open unless a hurricane watch is in effect.

Generators:

- **Placement & Safety:** Generators must be placed outside unit walls on rubber mats. The Association may regulate placement, noise levels, and fuel storage to ensure safety and minimize disruptions.
- **Operational Hours:** Approved use is limited to **6 AM - 11 PM**, except in cases of **medical exemptions** or during **hurricane-related power outages** when continuous use may be necessary.

TRASH & RECYCLING

Trash Bins:

- Only Miami-Dade approved trash/recycling bins are allowed.
- Bins must not be stored on common grounds.
- Residents may place trash and recycling bins out no earlier than 24 hours before collection and must remove them within 24 hours after pickup.

FLAGS & FLAGPOLES

- Homeowners may display one U.S. flag and one military or Florida state flag.
- Freestanding flagpoles may not exceed 20 feet and must meet all zoning requirements.

"Any homeowner may display one portable, removable United States flag or official flag of the State of Florida in a respectful manner, and one portable, removable official flag, in a respectful manner, not larger than 4½ feet by 6 feet, which represents the United States Army, Navy, Air Force, Marine Corps, or Coast Guard, or a POW-MIA flag regardless of any covenants, restrictions, by-laws, rules or requirements of the association."

- Any homeowner may erect a freestanding flagpole no more than 20 feet high on any portion of the homeowner's real property, regardless of any covenants, restrictions, bylaws, rules, or requirements of the association, if the flagpole does not obstruct sightlines at intersections and is not erected within or upon an easement. The homeowner may further display in a respectful manner from that flagpole, regardless of any covenants, restrictions, bylaws, rules, or requirements of the association, one official United States flag, not larger than 4¹/₂ feet by 6 feet, and may additionally display one official flag of the State of Florida or the United States Army, Navy, Air Force, Marines, or Coast Guard, or a POW-MIA flag. Such additional flag must be equal in size to or smaller than the United States flag. The flagpole and display are subject to all building codes, zoning setbacks, and other applicable governmental regulations, including, but not

limited to, noise and lighting ordinances in the county or municipality in which the flagpole is erected and all setback and locational criteria contained in the governing documents.

I/We have read, understand, and will comply with the Dadeland Walk Association, Inc. Rules and Regulations.

Signature: _____ **Date** _____

Print Name: _____

Signature: _____ **Date** _____

Print Name: _____