

## ROOF WORK NOTIFICATION

### ROOF TILE STYLE AND COLOR REQUIREMENT

BORAL aka WESTLAKE GALENA TERRACOTTA COLOR CEMENT TILE

### Roof Work Notification Guidelines

#### 1. Submit Early

- The completed form should be submitted at least 15 business days in advance to allow for processing before work begins.
- The owner must provide the contractor with the Roof Work Notification form.
- **Submit completed form with required documentation to management office or by email to s.ramos@alliedpropertygroup.net**

#### 3. How to Submit

- Email the completed form to management office or by email to s.ramos@alliedpropertygroup.net

#### 4. Tile Sample and Documents

- A physical tile sample must be submitted and acknowledged before installation. Photos will not be accepted.
- Copy of Contractor's License
- Copy of Permit
- Copy of Workman Comp
- Certificate of Insurance (COI) must be issued as follows

**Dadeland Walk Association, Inc.  
c/o Allied Property Group  
12350 SW 132nd CT, Suite 114  
Miami, FL 33186**

#### 5. Work Schedule Restrictions

- **No work permitted on Sundays or during the following holidays:**
  - New Year's Day
  - Memorial Day
  - Labor Day
  - Thanksgiving Day
  - Christmas Day
- **Permitted work hours:** Monday – Saturday, 7:30 AM – 7:00 PM

### Worksite Rules & Responsibilities

#### 1. General Compliance

- **Contractors are prohibited from accessing a neighbor's roof to reach the work area. If access is necessary, the unit owner must notify the neighboring property owner in advance**
- The Owner and Contractor must ensure all workers follow community rules and regulations.
- Community guards are authorized to enforce Association rules.
- Any vendor engaging in disruptive, threatening, or unlawful behavior will be required to leave immediately. The Association reserves the right to contact law enforcement and file a report if necessary. Vendors who are instructed not to return will be considered trespassing if they do and may be subject to arrest.

#### 2. Parking & Noise

- Workers must park in designated homeowner or guest parking spaces. **Do not block roads.**
- **No loud audio from any device.**

#### 3. Site Cleanliness & Safety

- The worksite must be cleaned daily. Remove all debris and residue.
- Ladders must not be left standing upright after work hours.
- Materials and tools must be removed, stored, and secured after work.

## DADELAND WALK ASSOCIATION, INC.

### 4. Painting & Property Maintenance

- The Owner is responsible for any necessary touch-up painting, including the flashings, upon completion of the work.
- Owner is responsible for providing matching paint for all contractor touch-up work. Management will not supply paint. Painting colors are available at [www.dadelandwalk.com](http://www.dadelandwalk.com) >More>Paint Colors

### 5. Damage & Reporting

- Any damage caused by the Contractor's equipment is the Owner's responsibility.
- Report any issues or damages to the management company immediately.

### 6. Special Conditions

- Before a Hurricane Warning, all loose items, tiles, and tools must be removed and stored.
- Parking areas, sidewalks, and surrounding areas must be pressure cleaned to remove construction residue.
- **TAR PITS MUST NOT BE LEFT ON THE PREMISES OVER WEEKENDS OR HOLIDAYS.**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                 |                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|--------------------|
| <b>Owner's Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                 | <b>Telephone #</b> |
| <b>Unit Address</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                 |                    |
| <b>Email</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                 |                    |
| <b>Company Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>On-site Supervisor Name</b>  |                    |
| <b>Company Telephone #</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Permit #</b>                 |                    |
| <b>Start Date</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>Expected Completion Date</b> |                    |
| We hereby submit this Roof Work Notification for the proposed roof-related work described above and/or included in the attached documentation. The Owner and Contractor acknowledge and agree to comply with all Association rules, governing documents, architectural requirements, and applicable permitting and code requirements. The Owner and Contractor further accept responsibility for any damage to Association property or neighboring property resulting from the work and for all related repair costs. |                                 |                    |
| <b>Resident Signature</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                 | <b>Date</b>        |
| <b>Contractor's Signature</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                 | <b>Date</b>        |

### For Office Use Only

- ☐ Documents received and uploaded to account
- ☐ Work acknowledged and may proceed in compliance with community guidelines.
- ☐ Owner notified of acknowledgment.
- ☐ Security notified

**Reviewed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_