AXIS

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

ORIENTATION FORMS

2025

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Acknowledgement of Receipt of Access Cards, Storage Locker #, Building Access Key, Forms, and Information.

I, _____, owner of Unit # _____hereby acknowledge receipt (and completion, where applicable) of the following items (please check circle):

Keys, Parking, and Storage

1. Key Fobs _____
2. Propass _____
3. Apartment Keys _____
4. Mailbox Keys _____
5. Parking Decal _____
6. Assigned Parking Spaces (s) _____
4. Storage Bin # and Location _____

Forms

1. Contact Information _____
2. Resident Information Sheet _____
3. Mailing Address Form _____
4. Maintenance Payment _____
5. Key Fob, Smart Pass & Decal Form _____
6. Resident Access Permission Form _____
7. Voting Certificate _____
8. Car Registration Form _____
9. Pet Registration Form _____
10. Receipt Authorization Form _____
11. Move In/Move Out and Delivery Policy _____
12. Pest Control Authorization _____
13. Insurance Helpful Hints _____
14. Notice and Acceptance of Standard for Control of Sound Transmission _____
15. Release, Indemnification and Hold Harmless Agreement _____
16. Contractor's Insurance/License/Authorization _____
17. Hurricane Shutter Specification _____
18. Realtor Rules _____
19. Acknowledgement of Rules and Regulations _____
20. Rules and Regulations _____

Unit Owner: _____ Date:_____

Association Representative: _____

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Property Addresses:
Property Addresses:
79 S.W. 12th Street, (South Tower)
1111 S.W. 1st Avenue, (North Tower)
Miami, Florida 33130

AT&T (Internet, Cable & Phone) Support Center 305-546-3200

AT&T (Internet, Cable & Phone) Lee Rubin, Account Manager 305-965-8006

Webpass (Internet) 1-800-WEBPASS (800-932-7277)

Florida Power and Light 305-442-8770

Management Office 305-373-4232
Management Fax 305-373-4210
North Tower Concierge 305-373-9309
North Tower Emergency Analog line (in case of internet or power outage) *305-523-2297*
North Tower Valet (Cell) 786-355-4510
South Tower Concierge 305-373-2974
South Tower Emergency Analog line (in case of internet or power outage) *305-373-4260*
South Tower Valet (Cell) 786-337-2824

Emails: Axis on Brickell – Management Office

admin@axisonbrickell.net – Flor Mora, Administrative Assistant
opsmanager@axisonbrickell.net – Adebayo Ladejobi, Operations Manager
assistmanager@axisonbrickell.net - Andrea Alvarez, Assistant Property Manager
manager@axisonbrickell.net – Dominique Clavijo, Property Manager
reserve@axisonbrickell.net – For Freight, Moves, and Amenity Reservation requests.

Important Notes:

Per the Condominium Documents, your air conditioning thermostat must be set at 78°F or cooler to mitigate humidity.

Boxes and recyclable items must be brought down to the first floor Receiving Area for disposal and may not be left in the hallway or in the trash chute area at any time.

_____
Unit Owner Name

_____
Signature

_____
Unit Number

_____
Date

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Owner and Resident Contact Information

Unit Number: _____ Date: _____

Official Owner Name/s (including entity): _____

Cell Phone 1: _____ Secondary Phone: _____

E-Mail 1: _____

Cell Phone 2: _____ Secondary Phone: _____

E-Mail 2: _____

Emergency Contact/Relationship: _____ Phone: _____

Resident 1: _____ Relationship: _____

Cell Phone: _____ Secondary Phone: _____

E-Mail: _____

Resident 2: _____ Relationship: _____

Cell Phone: _____ Secondary Phone: _____

E-Mail: _____

Resident 3: _____ Relationship: _____

Cell Phone: _____ Secondary Phone _____

E-Mail: _____

Resident 4: _____ Relationship: _____

Cell Phone: _____Secondary Phone: _____

E-Mail: _____

Reminders: Only immediate family members are permitted to appear on the owner's list of residents. All other changes to the resident list will require the occupant to submit an application on www.tenantev.com (code 9222). You may be required to provide Management with a proof of relationship to make a change to the Resident of Owner list.

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Please provide a headshot photo of each occupant.

Mailing Address Form

I / We would like all of our mail and correspondence from the Management Office sent to the following address:

_____

_____

_____

_____

_____

Unit Owner Name: _____

Unit Number: _____

Date: _____

Signature: _____

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Maintenance Payment – Association Copy

Condominium Maintenance assessments are to be made payable to:

AXIS ON BRICKELL Condominium Association, Inc. for the South Tower
AXIS ON BRICKELL II Condominium Association, Inc, for the North Tower.

The Monthly Maintenance assessment for your unit # _____are:

Condominium Association Assessment is: $ _____

Master Association Assessment is: $ _____

Total Assessments are: $ _____

Your first Payment is due _____ on the 1st day of the month.

Payment Processing

Once the unit owner name change has been processed you may enroll in the ClickPay service which enables you to do the following;

Direct Debit / One Time Payments – Checking / Credit Card- Be aware that there is a service fee of $3 if you make a payment with a card.

To enroll please refer to the link below and register accordingly. Once the registration is complete you are to add your unit using the account number provided and the last name of the 1st official owner. Should you own other Axis on Brickell or First Service Residential units you may use one ClickPay account to manage all the units. For further ClickPay questions please contact their customer service line at (888)354-0135.

https://www.clickpay.com/custom/fsr/login.html

Please note that the management office does not enroll homeowners, but if you have any concerns about the process or any questions, please contact the Management Office at 305-373-4232.

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

_____ _____

Management Office Signature Date

Key Fob, Smart Pass and Decal Form

Unit #: _____

Name of Resident: _____

Name of Resident: _____

Key Fob #: _____ Pro-pass #: _____

Name of Resident: _____

Key Fob #: _____ Pro-pass #: _____

Name of Resident: _____

Key Fob #: _____ Pro-pass #: _____

Name of Resident: _____

Key Fob #: _____ Pro-pass #: _____

RESIDENT SIGNATURE: _____ DATE:_____

PRINT NAME: _____

RELEASED BY: _____ DATE:_____
(Print Name)

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Guest/Service Provider Access Permission Form

This form is to be submitted to the Management office for access to be granted to any individual or entity.

I/We _____, certify to be the resident/s of Unit No. _____ in Axis on Brickell CAI or Axis on Brickell II CAI, a Condominium and I hereby authorize the following individuals and/or companies to enter upon the property maintained by the residential community known as Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Guest	**Phone Number**	**Arrival date**	**Expiration**
1. _____	_____	_____	
2. _____	_____	_____	
3. _____	_____	_____	

SHORT-TERM & SUB RENTING IS NOT PERMITTED. RENTERS, PLEASE REFERENCE YOUR OVERNIGHT GUEST RESTRICTIONS IN YOUR LEASE AGREEMENT.
NON-RENTERS: GUESTS MAY ONLY BE REGISTERED FOR UP TO THIRTY (30) CONSECUTIVE DAYS. PERMANENT GUEST REGISTRATION IS NOT PERMITTED.

*Residents' Privileges that Guests do **NOT** have. To receive the services below, the person must become a registered **resident**.*

- Amenity Usage
- Key-Fob Usage
- Package Services
- Lockout Services
- Parking Garage Access

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Service Provider Name	**Description of Service** (Cleaning service, pet sitter, assistant, handyman)	**Expiration**
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Certificate of Insurance and Business License will be required from the service provider for more extensive work inside home, including, Plumbing, HVAC, Construction, and Moves. Residents are responsible for damages that may occur during a SELF-MOVE.

I/We understand that by signing this Resident Access Permission Form, I/we are granting access to the common property and not to any unit(s). As a resident, we will take responsibility for providing our guests and service contractors with access to our individual unit, as necessary. Pursuant to the Declaration of Condominium for Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc., and the Declaration of Covenants, Restrictions and Easements for Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc., we will be responsible for the expense of any maintenance, repairs or replacements rendered necessary by the act, neglect, or carelessness of all the foregoing persons. In connection therewith, we do hereby irrevocably and unconditionally agree to indemnify and hold harmless the Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc., the Community Association, their respective affiliates, owners, partners, successors, assigns, agents, directors, officers, and employees, from all claims, liabilities, damages, and expenses arising from or related to the presence of any of the foregoing persons on the property.

_____ Date: _____

Resident Signature

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

VOTING CERTIFICATE

To the Secretary of AXIS ON BRICKELL Condominium Association, Inc. ("Association")
THIS IS TO CERTIFY that the undersigned, constituting all of the record Owners of Unit No. _____ have designated_____
(Name of Voting Member)
as their representative to cast all votes and to express all approvals that such owners may be entitled to cast or express at all meetings of the membership of the Association and for all other purposes provided by the Declaration of Condominium, Articles of Incorporation, and By-Laws of the Association.

The following examples illustrate the proper use of this Certificate:

1. A Voting Certificate should be filed designating the Officer or Director entitled to vote for a corporation or in the case of a non-corporate entity one of the principals or partners authorized by that entity to vote for the unit. The Certificate should be executed by the individual having the authority to sign for the corporate or entity owner.

2. If the Unit is owned by one individual, No Voting Certificate required.

3. If the Unit is owned by more than one person (including a husband and wife), Voting Certificate required.

4. This Certificate is made pursuant to the By-Laws and shall revoke all prior Certificates and be valid until revoked by a subsequent Certificate.

Dated the _____ day of _____, 20_____

SIGNATURE FOR CORPORATE OWNERS

Name of Corporation: _____
By:_____
Print Name: _____
Title: _____

SIGNATURE FOR ENTITY OWNERS
(Partnership, Trust or Other Entity)

Name of Entity: _____
By: _____
Print Name: _____
Title: _____

NOTE: THIS FORM IS NOT A PROXY AND SHOULD NOT BE USED AS SUCH. PLEASE BE SURE TO DESIGNATE A FULLY AUTHORIZED DIRECTOR, OFFICER, PARTNER OR PRINCIPAL OF THE CORPORATE OR ENTITY OWNER OF THE UNIT AS THE VOTING MEMBER. IF YOU HAVE ALREADY FILED A VOTING CERTIFICATE AND DO NOT WISH TO CHANGE YOUR DESIGNEE, NO NEW CERTIFICATE NEED BE FILED.

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Vehicle Registration Form

Please email copy of vehicle registration and auto insurance to admin@axisonbrickell.net

Important information to know:

- The Association cannot reassign the unit's parking space.
- The Association does not have parking spaces for rent.
- If residents engage in a parking arrangement with another resident, Management must be informed.
- All vehicles inside the parking garage must be registered with Management.
- The Garage entry barcode (ProPass) must be stickered on the vehicle and never hand-held.
- Vehicles in the garage which are not registered or improperly parked will be towed

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Name of Resident: _____ **Phone #:**_____

Vehicle 1 - **Make** _____ **Model:** _____

Year: _____ **Color:** _____

Vehicle Tag # _____ **State:** _____

Space Assignment: _____

For Official Use Only: **Propass Tag #:**_____

Name of Resident: _____ **Phone #:**_____

Vehicle 2 - **Make:** _____ **Model:** _____

Year: _____ **Color:** _____

Vehicle Tag # _____ **State:** _____

Space Assignment: _____

For Official Use Only: **Propass Tag #:** _____

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

ONLY RESIDENT VEHICLES ARE PERMITTED TO BE PARKED IN THE AXIS ON BRICKELL GARAGE.
IF A RESIDENT IS DRIVING A VEHICLE OWNED BY ANOTHER PERSON, THE RESIDENT MUST BE A NAMED DRIVER IN THE AUTO INSURANCE POLICY.

VALET –PARKPRO

THE ASSOCIATIONS ARE NOT RESPONSIBLE FOR VEHICLE DAMAGE OR THEFT WHILE CAR IS IN CARE OF VALET

VALET HOURLY & DAILY RATES:
0-1 Hours $6 |
1-3 Hours $15 |
3-6 Hours $22 |
6-10 Hours $30 |
10+ Hours & Overnight Parking $35
VALET MONTHLY <u>RESIDENT</u> RATE: $220 per Month

SERVICE PROVIDER FLAT PARKING RATE, in care of Valet: $10 per day, Monday – Friday, 9am – 5pm
Resident Acknowledgement:_____
Date:_____

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Pet Registration Form

Unit Owner or Resident: _____

Unit #: _____

Pet's Name: _____ Pet's Age: _____

Pet's Sex: _____ Pet's Weight: _____

Type of Pet (please circle one): DOG CAT OTHER (please specify)

_____

Pet's License/Tag Number: _____

Breed *(Be specific – give complete description, color, etc.)*:

Picture: Full body picture of pet ONLY. Email JPEG file to admin@axisonbrickell.net

Owner to Sign Below:

I am aware of AXIS ON BRICKELL CONDOMINIUM ASSOCIATION, INC., rules, regulations and restrictions regarding pets on the property and agree to abide by them.

Unit Owner's Signature _____ Date: _____

PLEASE RETURN FORM AND PHOTO TO THE MANAGEMENT OFFICE

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Receipt Authorization Form

(Parcels, Deliveries, Mail)

UNIT OWNER: _____ **UNIT** #: _____

The Undersigned, the owner(s) of Unit listed above (the "Unit") of AXIS ON BRICKELL Condominium Association, Inc., hereby authorizes the personnel employed by AXIS ON BRICKELL Condominium Association, Inc., (the "Association") to accept, receive and sign for any parcels, deliveries, or mail addressed to the Unit, without imposing any liability thereon for the condition or substance of any such parcels so received.

Understanding that this Authorization is solely for the benefit of the undersigned, we hereby release the Association, its employees and agents, from any liability arising from this Authorization, including, without limitation, liability arising from the misplacement of parcels, and/or the negligence of the Association, its employees or agents in such regard.

By: _____ Date: _____

(On behalf of all residents of above unit)

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

PACKAGE ROOMS

Building Policy for Package Management and Resident Deliveries

We use an application called Livvie to track the entry and exit of packages once they are verified and assigned to the correct resident. If the packages are not correctly identified, they are separated and cannot be admitted into the system. The resident's name (spelled correctly) and the apartment number are necessary for identification. We are not responsible for packages sent by family or friends using the resident's address with a name that does not match the one in the system. These packages will be returned to the sender.

If family or friends are visiting and receive packages, they must use the resident's name or, as an exception, use both the resident's name and the visitor's name. For example: when ordering from Amazon, the resident's name should be listed first, followed by the name of the person visiting. This ensures the package can be located in the apartment. We will add a note during processing that includes the tracking number and the name of the visiting person, so the resident does not confuse the package. This clarifies that although the package was sent to the resident, the text message to pick it up will indicate it is for the visiting friend or family member.

This is a courtesy, and the resident should inform us of who will be visiting and receiving packages. Registered packages are kept for a maximum of 10 calendar days. If the resident will be away during this period, they must notify the staff to arrange an extension for package storage. To pick up a package, identification is required if the staff deems it necessary. Packages will not be handed over to others unless the resident authorizes this through an email to the administration. In this case, the assigned person must bring their ID.

We do not accept returns for packages or shipments, except for boxes over 30 lbs. These must be coordinated for return between the resident and the carrier, and the team must be consulted in advance to ensure smooth handling and to prevent issues with package storage. For packages exceeding 50 lbs, we have a courtesy room. Our staff does not move packages over 50 lbs for health and safety reasons. The purpose of this room is to prevent residents from waiting for large, heavy packages, as carriers do not have set delivery hours. Once the carrier notifies the resident, security cameras monitor the process. At the time of pickup, an employee will accompany the resident to ensure the correct package is being retrieved. This room will store these packages for a maximum of 4 days, and the resident must arrange for pickup during the established hours: Monday to Friday, from 9:00 a.m. to 5:00 p.m.; Saturdays, from 10:00 a.m. to 6:00 p.m.; Sundays: Closed.

Our staff operates both towers in teams of 2, with a supervisor.

Package Room - Hours of operation

NORTH TOWER

- **Monday – Friday: 9:00am to 7:00pm**
- **Saturday: 10:00am to 6:00pm**
- **Sunday: 10:00am to 2:00pm**

SOUTH TOWER

- **Monday – Friday: 9:00am to 7:00pm**
- **Saturday: 10:00am to 6:00pm**
- **Sunday: 2:00pm to 6:00pm.**

Residents must understand that the system operates during these hours, and packages cannot be retrieved outside of this timeframe. Our employees finish their workday at 7:00 p.m. If there is an emergency regarding a package after hours, please contact the Front Desk, which will reach out to the supervisor to find an appropriate solution.

We accept refrigerated food boxes but do not have refrigeration equipment for them. These packages are under our control for a maximum of 3 days from arrival. After 72 hours, they are discarded for hygiene reasons. On the third day, if the package has not been claimed, we will make one final call to the resident's cell phone before discarding the package. Alternatively, the resident may request that the food box be transferred to the Front Desk for pickup after 7:00 p.m. Please ensure this call is made in advance to facilitate the transfer to the Front Desk.

During storage, we maintain a cool area and guarantee proper hygiene in handling all packages. All carriers must adhere to our delivery hours, except for Amazon, which is restricted from delivering after 5:00 p.m. due to the high volume of packages. Between 5:00 p.m. and 7:00 p.m., there is only one employee available to assist residents in each tower

RECEIVING OFFICE CONTACT INFORMATION

Phone Number: (305)373-4232 ext. 227 Email: Receiving@axisonbrickell.net

Unit: _____

Resident: _____ Date: _____

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Move In/Move Out and Delivery Policy

- All move-ins, move-outs, and deliveries must be scheduled with the Management Office. Please call 305-373-4232 to schedule.
- Notice for Move-ins and Move-outs must be given at least seven (7) days prior in order to properly schedule a reservation for the designated elevator for service. Any other deliveries must be scheduled not less than 48 hours in advance.
- Moving in or out of the Condominium must be accomplished by professional and insured moving companies.
- Moving hours are 9:00 a.m. to 4:00 p.m., Monday through Friday. All moves must be completed by 5:00 p.m. No moving in or out is permitted on weekends or legal holidays. Moving companies must arrive on the property by the scheduled time. Full moves will not be permitted to commence after 1:00 p.m. All Moving trucks must be off the property by 5:00 p.m. sharp.
- Moves are scheduled in 9:00am – 12:00pm and 1:00pm – 4:00pm shifts. No Unit is allowed a whole day to move.
- Any damage to Common Properties/Elements by movers shall be charged to the Owner of the Unit.
- All moves must be scheduled in sufficient time to reserve a time slot. A $500.00 Elevator Reservation Deposit is required and must be in the office at the time of scheduling the reservation. At the end of the move the area shall be inspected and the deposit shall be returned, providing no damage has occurred. Should there be damage, the deposit will be used to correct the damage. Should the damage exceed the amount of the deposit, the balance will be billed to the person moving in or out.
- **Wood furniture being shipped from the African continent, South, or Central American countries in shipping containers by sea must be warehoused and treated with appropriate termite extermination chemicals (VIKANE GAS) before delivery to the Condominium.**
- Access to the building by a contractor, vendor, or service person is obtained by first scheduling their arrival with the office, filling out a unit access authorization form, and by checking in with front desk.
- Receiving will be open Monday through Friday from 9:00 AM to 5:00 PM.
- Moving vehicles are permitted to park in designated areas only and must not park on the entrance drive or obstruct any parking areas.
- **THE SERVICE ELEVATORS HAVE BEEN DESIGNATED FOR MOVE-INS, MOVE-OUTS, DELIVERIES AND SERVICE**
- All work including cutting, painting, carpentry, etc. must be performed inside the apartment or off the premises. The Foyers and Hallways are not available as a work area.
- Boxes can be disposed of properly by being broken down and brought to the dumpster rooms in the garage on the service level. Avoid placing any packing materials on your floor or down the trash chute. Please call the Management Office if you need directions or assistance with the disposal of boxes and packing materials.
- Management reserves the right to ask moving or delivery personnel to leave the property and/or deny future access to ensure orderly move-ins, move-outs, and deliveries. Please contact the Management Office if you require additional assistance.

Unit: _____

Resident: _____ Date: _____

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Pest Control Acknowledgement

To: Resident Name _____

From: AXIS on Brickell Condominium Management

Re: Pest Control Acknowledgement

Arrangements have been made to have your Unit exterminated once a year. The exterminator will enter your Unit with an Association staff member. Please note that we cannot predict the time the exterminator will service your Unit.

Each Unit will be notified at least 48 hours in advance with a notice placed underneath the door.

If you have any questions please feel free to contact the Management Office.

Thank you.

RESIDENT SIGNATURE: _____

PRINT NAME: _____

UNIT#:_____

DATE: _____

Insurance Helpful Hints

ASSOCIATION INSURANCE POLICIES

The Association insurance policy covers all common property of the condominium, building contents and any equipment the Association owns or is responsible for. This includes structures, elevators, halls, lobbies, stairways, recreation facilities, fences, signs and outdoor utilities. It also provides liability insurance in case someone is injured on condominium property.

Under legislation passed in 1984, Association policies are no longer required to insure floor, wall or ceiling coverings (carpets, paneling, tiles, wallpaper, etc.) within individual units.

Florida law does require the Association to insure interior fixtures initially installed in the condominium units or replacements, which comply with its original plans and specifications.

There are two basic types of coverage for Associations: named-peril and all risk. A named-peril policy covers only perils specified in the policy, such as fire, theft or explosion. Occurrences not specified in the policy are not covered. An all-risk policy covers anything not specifically excluded by the policy. If something not foreseen by the Association or the company causes damages, it may be covered by the all-risk policy.

The Association policy also provides liability coverage if someone is injured on commonly owned property.

INDIVIDUAL POLICIES

The individual unit-owner policy is the same as a homeowner's policy. It protects personal property and provides liability coverage in case someone is injured as a result of the unit owner's negligence. The unit owner's policy may also cover living expenses incurred if the condominium is unusable due to damage covered in the policy.

The unit-owner's policy may also cover assessments by the Association for losses not covered by the Association's insurance policy. However, loss-assessment coverage applies only to perils or events also insured under the unit owner's policy. For example, if the Association makes an assessment to pay the deductible for a windstorm-related loss, an individual policy will only pay the assessment if windstorms are included in the unit-owner's policy. When buying an individual policy, condominium owners should examine the Association's insurance policy and Association documents to determine what the Association's policy covers. Anything in the condominium unit not covered by the Association, such as carpet, wallpaper, or additions, not originally in the unit, should be covered by the unit-owner's policy.

If an original accessory such as a bath or oven has been replaced, the unit owner may be responsible for any increased value over the original amount.

An insurance agent or attorney can help determine what should be covered by an individual policy. Remember no significant risk should be left uncovered and unit owners should make sure they know what property they are responsible for covering.

Condominium unit owners might want to obtain a copy of the Insurance Department's HOMEOWNERS INSURANCE SHOPPER'S GUIDE. This guide includes detailed information about homeowner's policies and sample prices for different types of policies, including condominium owners' policies, officially known as "HO6" policies. For a free copy of this guide, write the local service office for your county or call the Insurance Consumer Hotline at: (800) 342-2762.

_____ _____

Unit Owner Date

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Notice and Acceptance of Standards for Control of Sound Transmission Impact Isolation (Floor Coverings)

Pursuant to Section 17.9 of the Declaration of Condominium for Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc, a Condominium ("Weight and Sound Restriction"), hard and/or heavy surface floor covering, such as tile, marble, wood, and the like will be permitted only in foyers, kitchens and bathrooms or as otherwise installed by the Developer. Installation of hard surfaced floor coverings (other than by the Developer) in any other areas are to receive sound absorbent, less dense floor coverings, such as carpeting. Use of a hard and/or heavy surface floor covering in any other location must be submitted to and approved by the Board of Directors and also meet applicable structural requirements:

Floor coverings of tile, marble, or any like substances must be installed over an **APPROVED SOUND CONTROL** material. Sound control must be used under all hard floors, with a minium Sound Transmission Classification (STC) of 50 and a minimum Impact Isolation Classification (IIC) of 50. The Unit owner must provide the Board with test results from an independent laboratory confirming tht the product in question meets these requirements when isntalled over an 8 inch thick post-tension slab without a drop ceiling underneath the slab. Generally, these results are available from the manufactors of the product. They must be installed in strict compliance with the manufacturer's recommendation, including complete perimeter isolation from walls, thresholds, sills, sliding door tracks, door frames and casings. No bare concrete will be allowed. Jamo Soundgard may be used only in the elevator foyers, if it is necessary to match the elevator sill height. The Owner shall have written approval by the Building Engineer of correct perimeter isolation at the sound control and finish floor, **before** installation of the base. Installation of any tile, marble or wood floor covering is not to proceed without inspection of the installed sound control material by the Building Engineer.

NOTE: State and Federal law require that there be no more than ¼" vertical transition (or ½" if beveled) at the entrance to the bathrooms after your finished floor has been installed and at the unit entrance door. Please have your flooring contractor comply with this requirement. At the time of inspections performed by the building department under permits pulled for interior improvements to the unit, the building inspector may inspect for compliance with this requirement. The balcony floors may not be altered in anyway. Owners will be held strictly liable for violations of these restrictions and for all damages resulting there from and the Association has the right to require immediate removal of violations.

If any installation of hard and/or heavy surface floor covering shall be made in violation of these standards, the Association shall have the immediate right to prohibit any further installation or, if already installed, require that the floor coverings be removed at the unit owner's expense and replaced with floor coverings and sound insulation which meet the above described standards. Compliance with such standards is mandatory under the Declaration of Condominium, and shall be enforced for the benefit of all the unit owners in the building. Compliance may be enforced by the Association in the Circuit Court in and for Miami-Dade County, Florida by an action seeking injunctive relief or specific performance. The undersigned acknowledges such rights and submits to the jurisdiction of the Miami-Dade Circuit Court for the enforcement of the standards described above. In the event that a judicial proceeding shall be necessary, the Association's costs to make the required corrections and the Association's reasonable attorneys' fees (including trial and appellate fees) and court costs shall be charged against the unit owner and such amount shall be secured by lien in favor of the Association against the condominium unit and shall be enforceable in accordance with the terms of the Declaration of Condominium.

A copy hereof shall be maintained in the Association's records and maybe used in any enforcement proceedings of Section 17.9 of the Declaration of Condominium for Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc, a Condominium. No proposed transfer of title or lease of the condominium unit shall be approved unless the intended transferee or lessee shall have signed a copy of this Notice acknowledging the receipt hereof and such transferee's or lessee's agreement to abide by and bound by the terms hereof.

The undersigned hereby acknowledges receipt of the foregoing notice and agree to abide by and be bound by the terms hereof.
Unit _____ in Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

X _____ (Unit Owner Signature) Date: _____

Release, Indemnification and Hold Harmless Agreement

This Release, Indemnification and Hold Harmless Agreement ("Release") is executed this _____ day of _____, 20___ by the undersigned Owner(s) or Lessee(s) of Unit _____ located in **Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.**

Whereas, the Association will permit the undersigned to engage contractors and vendors (including all those working by, through, or under them, the "Personnel") to perform work within the undersigned's Unit subject to the terms and conditions set forth hereinafter. The contractor must submit a current certificate of insurance for general liability insurance with limits of at least $1,000,000.00 and Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc, as an additional named insured; a current certificate of applicable Workers Compensation Insurance will be required; a copy of applicable licenses and required permits.

Now, Therefore, In consideration for being permitted the benefit of allowing the Personnel to perform Work within the undersigned's Unit and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the undersigned specifically agree to the following:

1. The above recitals are true and correct and are incorporated herein by reference.

2. The undersigned acknowledge that the Work performed by such Personnel within their Unit shall be at the undersigned's sole risk and the Association shall not have any responsibilities or liability for the Work performed by such Personnel and further acknowledge and agree that the Association has made no representations regarding the Personnel's ability or qualifications to perform the Work.

3. The undersigned acknowledges and agrees that the Work performed by such contractor or vendor within their Unit shall be at the undersigned's sole risk and the Association shall not have any responsibilities or liability for the Work performed by such contractor or vendor and further acknowledge that the Association has made no representations regarding the contractor or vendor's ability or qualifications to perform the Work.

4. The undersigned (jointly and severally of more than one) hereby release, indemnify and hold harmless the Association and its directors, officers, agents and employees, lessees, guest and invitees and all member of the Associations from and against all claims, damages, losses and expenses including attorney's fees, at both the trial and appellate level, arising out of or resulting from the contractor or vendor's entry to the undersigned's Unit and the Work performed by, through or under them. This indemnification shall extend to all claims and damages, including consequential damages, losses and expenses attributable to bodily injury, death, and to damages, theft or injury to and destruction of real or personal property including loss of use arising out of or resulting from the Work performed by the contractor or vendor and entry into the undersigned's Unit.

5. We have read this Release and understand and agree to all of its terms. We execute it voluntarily and with full knowledge of its significance.

6. All work must be performed inside the unit. Work is not permitted in the hallway, foyer, balcony or stairwell.

7. Contractors will be responsible to clean up all debris, excess material, trash and refuse at the end of each workday. The Condominium reserves the right to inspect work areas to insure proper clean up. All trash must be disposed of.

8. Absolutely no smoking within the building.

IN WITNESS WHEREOF, The undersigned have executed this Release the day and year set forth above.

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Date:_____ Owners/Lessees _____

Contractor's Insurance/License/Authorization

To protect yourself and Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc. from liability exposure, all contractors doing work in your apartment (i.e. – decorators, flooring companies, etc.) must be licensed and insured.

A copy of each of the following must be on file with the Management Office, prior to the contractor commencing work:

Current Certificate of Insurance for General Liability Insurance with limits of at least $1,000,000.00 and Comprehensive Auto Liability. Naming Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

- **License and applicable permits**

- **Current Certificate Applicable Worker's Compensation**

No contractor can be given access to your unit without prior submittal of these documents to the Management Office.

All required permits must be submitted to the Management Office and posted prior to commencement of work.

Unit Access Authorization forms signed by the resident must be filed prior to commencing work.

Architectural modification application form with plans signed and approved.

Thank you in advance for your co-operation in protecting your home.

_____
Unit Owner Name

_____
Signature

_____
Unit Number

_____
Date

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Hurricane Shutter Specifications

Following are the specifications approved by the Association, which must be strictly followed. However, AXIS ON BRICKELL windows and glazing meet the most recent and most stringent Miami, Dade County Code.

a) All doors and windows with access from the patio are to use accordion style shutters.

b) All windows that can be opened from the inside are to use accordion style shutters.

c) All window openings without access are to use roll-up style shutters.

d) All shutters are to be painted white to match window frame openings.

e) The Board of Directors must approve all plans for the installation of shutters.

f) Copy of Contractor Insurance and License to be on file prior to the work starting.

g) A copy of the county permit is to be submitted to the Management Office prior to installation.

Should you decide to install Hurricane Shutters they must remain open at all times unless a "Hurricane Warning" has been issued for South Florida.

Unit: _____

Resident: _____ **Date:** _____

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Realtor Rules

REALTORS MUST REGISTER WITH THE FRONT DESK UPON ARRIVAL.

MUST BE AUTHORIZED IN WRITING BY OWNER / AGENT TO HAVE ACCESS TO THE APARTMENT; AND MUST HAVE YOUR OWN ENTRY INTO THE APARTMENT. [*THE FRONT DESK AND THE MANAGEMENT OFFICE WILL NOT HOLD KEYS FOR REALTORS*]

ANY PROSPECTIVE BUYER MUST BE IN THE COMPANY OF AN AUTHORIZED BROKER / AGENT AT ALL TIME.

A MAXIMUN OF 6 PERSONS AT EACH SHOWING IS PERMITTED. (*MANAGEMENT MUST APPROVE MORE THAN 6 PERSONS PRIOR TO SCHEDULE VISIT*.)

NO OPEN HOUSES.

LOCK BOXES ARE NOT ALLOWED.

NO ADVERTISEMENT ALLOWED IN THE BUILDING PREMISES.

Please note: These rules are intended to preserve as much as possible the peace and tranquility of the Residents. This should add to your sales presentation if used in the proper context. Thank you for your cooperation.

Unit: _____

Resident: _____ Date: _____

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

Rules and Regulations – Helpful Reminders

1. **Trash Chute** - Boxes, construction material or any other type of large items are not to be disposed through the trash chute.

2. **Disposal of Furniture** - Furniture or any other type of large items are not to be discarded or disposed of in the receiving bay, they are to be removed from the property by the resident.

3. **Balconies/Storage/Furniture/Hammocks/BBQ Grills/Bicycles/Sweeping**
   Balconies are not to be used as storage. Furniture considered as outdoor patio furniture will only be permitted on the balconies. Gas BBQ grills are not permitted on the balcony. Hammocks are not permitted to be hung or attached to the balcony walls. Hammocks are be attached and hung on a frame. Bicycles are not permitted on the balconies. It is prohibited to sweep water or any other type of substances off the balconies. It is against the law to allow any type of items to fall from the balcony as it may cause fatal injury.

4. **Loud Noises** - Loud noise are prohibited on the balconies, inside the units as well as in the common areas of the Condominium.

5. **Parking** - Vehicles are to park in their assigned parking space with a visible parking decal. A parking decal is required to park inside the parking garage. Valet will charge for additional parking for vehicles without an assigned parking space. Guests must use valet and not the assigned parking space of the unit when visiting.

6. **Pets** – Owners must keep their pets on a leash at all times while traveling through the common areas and must be picked up after. Pets must be transported through the service elevator and must be registered with the Management Office. For Rental Units: Only one pet is allowed per unit and the pet must be 30 lbs or less.

7. **Pool Area/Party Room**: Residents are permitted up to four guests in the common areas and must be accompanied by the resident at all times.

_____ _____

Resident Date

Axis on Brickell CAI, Axis on Brickell II CAI and Axis on Brickell Master Association, Inc.

RULES & REGULATIONS OF THE ASSOCATION

USE OF THE COMMON ELEMENTS

The Common Elements of the Condominium are for the exclusive use of the Association members and their immediate families, permitted lessees, resident house guests and guests accompanied by a Member. No other person shall be permitted to use the Common Elements of the Condominium without the prior written permission of the Association. **The Association reserves the right to amend and enforce the rules and regulations as necessary in response to emergency situations, such as a global pandemic or health emergencies. Restrictions to the common elements will also apply as mandated by governing authorities (CDC, FEDERAL, STATE, COUNTY, CITY).**

BAR-B-CUES

- UNDER NO CIRCUMSTANCES IS ANY BARBECUING, COOKING, OR HEATING BY ANY TYPE OF OPEN FLAME TO BE DONE ON ANY BALCONY. THIS RESTRICTION INCLUDES ELECTRIC GRILLS. (Dade County Fire and Building Codes)

BALCONY

- Gas BBQ grills and electric grills are not permitted on the balcony.
- Balconies are not to be used as storage.
- Furniture considered as outdoor patio furniture will only be permitted on the balconies.
- Hammocks are not permitted to be hung or attached to the balcony walls. Hammocks are be attached and hung on a frame.
- Bicycles are not permitted on the balconies.
- It is prohibited to sweep water or any other type of substances off the balconies.
- It is against the law to allow any type of items to fall from the balcony as it may cause fatal injury.

FITNESS CENTER

- Proper attire is required for participants using the facility. Shoes and shirts are required in all public and recreation areas with the exception of the Steam, Sauna and locker rooms. No footwear other than appropriate shoes for that activity may be worn.
- Any conduct determined to be improper or inimical to the best interest of the facility will not be permitted.
- Any behavior or activity viewed by the management to be potentially hazardous, disruptive, threatening or inappropriate to any Resident, Guest, or Employee at the facility will not be tolerated.
- Any activity determined to create an annoyance to any person will not be permitted.
- Any activity which causes or which may cause physical or cosmetic damage to the facility will not be tolerated. The cost to repair damage to the facility property caused by an owner, tenant, family member or guest shall be paid by the owner.
- No food, alcohol, smoking or glass containers are permitted in the Fitness Center.
- Owners must register outside personal trainers at the Front Desk.
- Use of the Fitness Center is allowed only to persons 12 years of age and older. Young adults may use the fitness center with adult supervision of legal guardian.
- Under no circumstances is any exercise equipment to be removed from the exercise area in the Fitness Center.
- All facility property must remain on the premises; removal of property from the premises is prohibited.

- Equipment must be wiped dry after each use.
- Fitness Center facilities that are gender-specific shall be used only by the specified gender. Violation may result in fines being imposed.
- The Board of Directors reserves the right to modify, add, delete or change any rule or regulation at any time and without notice.
- No dropping of the weights on the floor will be permitted.

SWIMMING POOL/LAP POOL

- The swimming pool may be used by Residential Unit Owners, residents, their immediate families, and their house guests.
- The lap pool is to be used only for the purpose of taking laps. Chaise lounges are not permitted inside the lap pool area.
- Reserving of pool chaise lounges for the use of others is not permitted in the pool area. Only the persons present at the pool area may use the pool chaise lounges and not reserver them others not present at the pool area.
- Use of pools by general employees of Unit Owners or the Association is prohibited. (Exceptions may be granted by the Board of Directors).
- Pool areas area, as well as other public areas, shall not be used for games which involve running; playing ball or other boisterous activity.
- AT NO TIME ARE PETS OF ANY KIND PERMITTED IN POOL AREAS. SHOES AND COVER-UPS MUST BE WORN TO AND FROM THE POOL WHEN PASSING THROUGH THE BUILDING AND THE PARKING FACILITY.
- Lobby and Meeting room furniture shall not be used by persons attired in wet bathing suits or wet clothing.
- Persons using suntan oil, lotion or other similar substances shall first cover pool side furniture completely with a towel or other protective covering before using it.
- Only Personal head devices are permitted throughout the common area. AT NO TIME MAY ANY RADIO OR SOUND DEVICE ANNOY, DISTRACT, DISTURB OTHER OWNERS OR RESIDENTS. AT NO TIME SHALL LOUD NOISE, CONVERSATION, SCREAMING OR LOUD NOISE FROM CHILDREN OR GUESTS BE PERMITTED.
- ALL PERSONS USING THE SWIMMING POOL SHALL DO SO AT THEIR OWN RISK.
- No swimming is allowed from sunset to sunrise. The swimming pool deck area closes at midnight.
- Babies taken to the pool by their parents must wear diapers and protective plastic diaper covering.
- Surfboards, floats, or other inflatable items are not permitted in the pool area.
- Glass, bottles, glass containers, ceramic or china dishes or other breakable items are not permitted in pool areas. All types of drinks must be in a plastic container, beer cans are permitted. All types of drinks are not permitted within 5 feet of swimming pool, lap pool and spa. Any plastic glasses or items used at the pool must be disposed of in the provided trash containers.
- Toys, tricycles, bicycles, roller blades or similar items are not permitted in or near the pool area.
- Residents and their guests must dry up before entering the building and proper attire is required, shirt and foot wear. Residents are only permitted a maximum of four (4) guests in the common areas (pool area, party room and BBQ area). Residents must be present with their guests at all times.

- Residents are kindly reminded to bring their own towels when using the pool. This ensure a more comfortable experience and maintains cleanliness in the pool area.
- Toys, tricycles, bicycles, roller blades or similar items are not permitted in or near the pool area.
- Inappropriate behavior is not tolerated (drunkenness, sexual and lascivious acts, horse playing, physical violence and profanity). No lewd or lascivious behavior is allowed at all! Examples: Provocative dancing, inappropriate sexual contact, sunbathing topless, foul language and other behavior which may be considered inappropriate.

SPA POOL

- The Jacuzzi temperature shall be maintained at 101 degrees Fahrenheit, as recommended by the National Athletic Association.
- Due to the high temperature of the water, children under the age of 16 years shall not be permitted to use the Jacuzzi without the supervision of a parent or legal guardian. Children under the age of 12 shall not be permitted to use the Jacuzzi.
- ALL PERSONS USING THE SPA POOL DO SO AT THEIR OWN RISK.
- Proper bathing attire must be worn in the spa pool.
- Bubble Bath is not allowed at the spa

STEAM ROOMS

- Steam rooms must be turned off after each use.
- The use of the steam rooms are allowed only to persons 18 years of age and older.
- Fitness Center facilities that are gender-specific are to be used only by the specified gender.

PARKING AND MOTOR VEHICLES

AUTOMOBILES / VEHICLES

- Except in the event of emergency, no vehicle maintenance or repairs shall be performed on the Condominium's property.
- No trucks or vans exceeding 7500 pounds, no commercial vehicles, campers, mobile homes, boats, house trailers, boat trailers, recreational vehicles, or trailers of any other description shall be permitted to be parked or stored any place in the parking areas or any portion of the land enclosed in the Condominium.
- Excessive noise, slamming of doors, racing of engines, and the use of horns must be avoided on the Condominium property, including the garage.
- Except in emergency, **NO HORNS SHALL BE BLOWN ON THE PROPERTY.**
- VEHICLE SPEED SHALL NOT EXCEED 5-MILES PER HOUR ON THE PROPERTY.
- **ALL VEHICLES MUST BE PARKED IN AN ASSIGNED PARKING SPACE AND MUST DISPLAY THE AXIS ON BRICKELL PARKING PERMIT (DECAL OR BARCODE)**
- All vehicles parked on the premises must display a valid license plate.
- All vehicles parked on the property must be in an operable condition.
- Only vehicles of registered residents are permitted inside of the parking garage. In the event a resident is borrowing a non-resident's vehicle, the resident must be a named driver in the automobile insurance policy.

- Vehicle registration and insurance (if applicable) must be provided to Management to register a vehicle.
- The garage sticker must be placed on the vehicle windsheild and shall not be removed.
- The resident must purchase their garage entry sticker in the Management Office.
- **Temporary (Loaner and Rental) resident vehicles must be registered with the Management Office in advance.** A courtesy entry card will be provided to the resident.
- If the temporary garage access card is not returned, a reasonable replacement cost, at the discretion of the Association, will be assessed to the resident.
- Residents must purchase a new entry device (barcode) if vehicle changes.
- Vehicles with expired tags and/or in an inoperable condition, including flat tires, may be towed from the property at the Owner's expense.
- No vehicle may play the car radio in a loud manner while on the Condominium property.
- All vehicles must be registered with the office and a telephone number MUST be provided to the Manager for contact in case of emergency.
- If a vehicle is equipped with an alarm, which rings in excess of 30 minutes without correction, said vehicle shall be towed from the property at the Owner’s expense.
- Damage inflicted to the Property by any vehicle shall be the responsibility of the vehicle Owner.
- The Owner of any vehicle leaking oil or any other automotive fluids onto the Condominium property shall be responsible for any expenditure required to restore the property to a clean condition.
- Security will conduct rounds of the parking garage on a daily basis and all vehicles found parked illegally will receive infractions accordingly and may be towed from the property at the Owner’s expense.
- Residents must park in their assigned parking spaces. Vehicles without an assigned parking space must park with valet. Vehicles belonging to guests must park with valete, no exceptions.
- Vehicles that are found in violation of the above stated will be issued a violation notice and be **subject to tow after 48 hours at the vehicle owner’s expense.**

MOTORCYCLE PARKING

Registered residents who own and operate a motorcycle are required by the Axis on Brickell Master Association, Inc, to register their motorcycle with the Management Office. Registration of motorcycles will require the following:

- A copy of the official registration document
- A copy of the insurance information for the motorcycle (if applicable)
- A photograph of the motorcycle to keep on file.
- Motorcycles should not be parked in a parking space along with a car. Vehicle owners should not park in such a way which leaves space for their motorcycle or scooter.
- The only area to park a motorcycle is in the un-used assigned parking space of the unit, OR the Caged Motorcycle area.

A parking decal will be issued to the owner of the motorcycle for verification purposes. The decal must be always visible when the motorcycle is on condominium property.

Designated motorcycle parking is available on the P5, P6 and P7 levels of the parking garage. These areas are under security camera surveillance and access is restricted to the motorcycle owners and members of the Management Team. These are the preferred parking areas for motorcycles.
A monthly fee will be incurred and made payable to Axis on Brickell Master Association, Inc. for use of these parking areas. Each resident will also be assigned a key to the parking area and will be responsible for the safekeeping and returning of said key.
Residents who wish to utilize the assigned parking space that comes with their unit may do so at their own risk. If so, a **signed legal waiver** is required to be completed and kept on file in the Management Office. Motorcycles shall be parked within the parking space area and out of the way from any other vehicles.

UNDER NO CIRCUMSTANCES SHALL THE ASSOCIATION BE HELD RESPONSIBLE FOR DAMAGE TO OR THEFT OF ANY VEHICLE/MOTORCYLE OR ITS CONTENTS WHILE PARKED OR STORED ON CONDOMINIUM PROPERTY.

VIOLATIONS REGARDING THE PARKING OF MOTORCYCLES IN ANY SUCH WAY NOT STATED ABOVE WILL RESULT IN CITATIONS AND MAY BE SUBJECT TO TOW AFTER 48 HOURS.

THE BUILDING

ELEVATORS

Absolutely NO SMOKING is permitted on any elevator in the building. Damage to elevators by moving in or moving out or carrying any articles therein shall be the responsibility of the applicable Owner. At no time shall any person use the emergency telephones for personal use. **Pets may not be transported in the passenger elevators. All pet must be transported in the service elevator.**

EXTERIOR OF THE BUILDING

- No radio or television aerial or antenna shall be attached to or hung from the exterior of the Building or roof thereon.
- **NO CABLE RECEPTION DISHES OF ANY TYPE ARE PERMITTED AT ANY LOCATION IN OR ON THE BUILDING AT ANY TIME.**
- **Unless approved by the Board of Directors. The dishes cannot be hung or attached from the building exterior.**
- No sign, notice, advertisement or other lettering shall be exhibited, displayed, inscribed, painted, or affixed in, on, or upon any part of the Condominium property by any Residential Unit Owner or occupant, so as to be visible from the outside of the condominium unit. The placing of signs or directions shall be permitted only by the Developer, as per the Condominium Documents.
- No awning, canopy, or other projection shall be attached to or placed upon the outside walls, doors, or roof of the building.
- The balconies/terraces of the unit are limited common areas and may not be altered either in color or in structure.
- Owners, Residents, or their families, guests or employees are not permitted on the roof at any time. The only exceptions are Association employees on assigned duty.

INTERIOR OF BUILDING

- It is prohibited to hang, nail, paste, attach, or glue any item to the common area hall walls, doors, or windows.
- The maintenance of the interior finish of the unit door is the responsibility of the Owner. The exterior finish of the unit door is the responsibility of the Association.
- It is prohibited to place any mat, rug, plant, sculpture, furniture or any other type of obstruction in the hallways of the building.
- It is prohibited to change the style of lock or lock plate to your unit door or in any way altering the general overall design of the unit's front door and hardware.
- Any damage to the hall walls, chair rails, ceilings, carpeting or other common property shall be the responsibility of the unit Owner, whether caused by the Owner, guests, agents or invitees of the Owner.
- No solicitation or solicitors are permitted in the Building at any time.
- It shall be the duty of all occupants to report solicitors to the office and/or the Front Desk Concierge.
- No flammable, combustible or explosive fluids, chemicals or substances shall be kept in any Unit or in the Common Elements or Master Common Properties other than as is reasonable and customary in vehicles and/or cleaning supplies.

OWNER/RESIDENT RESPONSIBILITY

KEY FOBS/PARKING GARAGE ENTRY TAGS

The key fob will be used to enter the building, the Fitness Center and other common area doors. The parking garage entry tag will be used to open the parking garage gate. To obtain a parking garage entry tag vehicle must be registered and Management will make arrangements to install tag inside your vehcile. Additional key fobs will be available at the Management office for sale. **Only one (1) key-fob is permitted per registered resident**. *This means that despite the number of fobs a resident may own, only one will be activated per resident registered in the system.*

CHILDREN

Children will be the direct responsibility of their parents or legal guardians, including full supervision of them while within the Condominium Property and including full compliance by them with these Rules and Regulations and all other rules and regulations of the Association. Loud noises will not be tolerated. All children under twelve (12) years of age must be accompanied by a responsible adult when entering and/or utilizing the recreational facilities.

CONDUCT

No person in a private dwelling or in a common area of the Condominium shall engage in loud and boisterous or other disorderly, profane, indecent, immoral, or unlawful conduct.

The Owner of a unit shall be held totally responsible and liable for the conduct and actions of his/her lessees, guests, family, children, pets, or assignees.

No person shall be permitted to attach, nail, hang, pin, paste, or paint any item or decoration on any common area hallway ceiling, wall or exterior door.

CURTAINS

All window coverings shall be limited to the prescribed type (i.e. drapes, louvers, shades or blinds) with an outside color of white or off-white in color. The use of sheets, blankets, aluminum foil, *newspaper, or any similar items for window covering is strictly prohibited.*

DAMAGES

Owners shall be liable for all damage caused by guests, renters, family, employees, contractors, assignees, or pets.

All damages assessed to any Owner shall be due no later than 30 days from the date of assessment and shall accrue interest at the applicable rate per month until such charges are paid. Damages shall include any charges or costs incurred by the Association in the enforcement of the Rules and Regulations, including, but not limited to, legal fees, staff overtime, replacement of amenities, administrative costs, security charges, or police protection.

DANGEROUS SUBSTANCES

No flammable, combustible or explosive fluids, chemicals or substances shall be kept in any Unit or on the Common Elements other than as is reasonable and the customary in vehicles and/or in cleaning supplies.

EMPLOYEES OF THE ASSOCIATION

Maintenance personnel are employed only for maintaining Association Property. During regular working hours, no work may be done by an AXIS ON BRICKELL employee on a Resident's private property except in an emergency or as approved by the Manager. Employees of the Association are not to be sent out by Unit Owners or occupants for personal errands. The Board of Directors shall be solely responsible for directing and supervising employees of the Association.

GUESTS

- All guests are required to sign in at the Front Desk, however, guests that are registered by the Resident do not need to be announced. With respect to any guest staying more than 24 hours, the sponsoring Owner or Lessee must confirm in writing that the Guest is not paying rent, or any other form of consideration, for the use of the apartment. In the case of Corporate Ownership, the Association will approve only two designated officers of the Corporation to act as Owners.
- Guest or visitor shall not be permitted to enter the building or elevators until proper identification and clearance is obtained by the Front Desk. If verbal clearance is obtained from the Resident, or if advance written approval is left with Front Desk, then they will be allowed to proceed to the Unit.
- In the case of Corporate Ownership, the Association will approve only two designated officers of the Corporation to act as Owners.
- A person that is occupying a residential unit for more than one month shall not be deemed a guest, but rather shall be deemed a lessee for purposes of the declaration and must register with the Association.
- The Association, after consulting with the Resident, may require that any Guest who violates the Rules and Regulations vacate the premises.
- Residents are responsible for their guests' adherence to the Rules and Regulations of the condominium.
- Residents are to notify the Property Manager in writing, at least 24 hours in advance, of guests intending to use their Unit in the Resident's absence, including the length of stay, number of persons in party, and names of all persons.

- **It is the responsibility of the Owner to provide keys for guests. Under no circumstances will emergency keys in the possession of the Association be given out or loaned.**
- Guests of Owners and/or Residents shall not be permitted to bring pets to the building.
- Any damage of any sort caused to the Association property by guests shall be the sole responsibility of the Owner.
- The Condominium Association shall accept no responsibility for any accident or injury to any guest(s) at ANY TIME.
- **All Owners & Tenants are advised to purchase Liability Homeowners or Renters Insurance to cover injuries to their guests or damage to their personal property, including automobiles.**
- Under no circumstances may occupancy of any guests exceed two persons per bedroom. (i.e. One bedroom, 2 overnight guests, Two bedroom, 4 overnight guests, Three bedroom, 6 overnight guests, etc.)
- Per the condominium documents air conditioning thermostat should be set at least at 78 degrees at all times in order to mitigate humidity.

HURRICANE PRECAUTIONS

Upon notice of an approaching hurricane, all furniture, plants, objects, and plants must be removed from the balconies into the interior of the building. If an Owner plans to be absent from his unit during the hurricane season, he/she must:

Designate a responsible firm or individual to care for his unit should the unit require hurricane preparation. The name of this firm or this person/s must be provided to the Property Manager with a phone number and method of contact

Leave all unit windows TIGHTLY CLOSED AND SECURED.

IN CASE OF EVACUATION ORDER FROM ANY GOVERNMENTAL AGENCY, ALL UNIT OWNERS MUST EVACUATE THE BUILDING. THERE WILL BE NO EXCEPTIONS TO THIS RULE.

All owners with hurricane shutters should make arrangements to maintain their shutters once a year.

For a complete Hurricane plan please contact the Management Office.

KEYS

- The Condominium Association exercises its right to possess a key to all units in the building.
- NO MEMBER OR RESIDENT SHALL CHANGE THE LOCKS OR INSTALL ADDITIONAL LOCKS UNLESS DUPLICATE KEYS ARE PROVIDED TO THE ASSOCIATION AT THE TIME OF INSTALLATION OR RE-KEYING.
- The Association shall be entitled to access all units as permitted by Florida Statute 718, (Condominium Act) and/or The Declaration of the AXIS ON BRICKELL MASTER ASSOCIATION, INC.
- In case of any maintenance requirement, emergency of any sort, or said governmental inspection requirement, the Association shall not delay access to any unit if a working key is not present in the Secured Lock Box in the Office. In case of permitted access need, a locksmith shall be called to open the unit, and the cost of said service shall be assessed to the Owner of the unit.

- The Association participates in annual Preventative Maintenance Inspections. These inspections will be announced in sufficient time for Owners to make access arrangements.
- **UNDER NO CIRCUMSTANCES WILL OWNER KEYS BE PERMITTED TO LEAVE THE OFFICE WITHOUT THE SUPERVISION OF MANAGEMENT OR THE BOARD OF DIRECTORS.**
- Owners must make private arrangements to provide keys to service personnel, family, assignees, employees, realtors, guests, or individuals of any kind. The office will not be able to provide this service for insurance and liability reasons.
- In case of lockout, Residents should make arrangements with friends or neighbors to keep an extra key. The Association assumes no liability or responsibility to provide keys or access and will only provide lockout services to registered residents of a unit. A lockout fee of $50.00 must be paid before service is rendered. Payment must be in the form of a money order.

LOBBY REGULATIONS

- No tricycles, skateboards, roller blades, roller skates, segways, worker's materials, delivery carts, equipment, supplies, construction materials or equipment, machinery, or any type of wheeled vehicle (except wheelchair) are permitted to access the building through the main lobby. All entry or exit for these items is to be accomplished from the parking levels and/or delivery entrances).
- The Front Desk work area is to be accessed only by Building personnel only.
- The Front Desk telephone is to be used solely for official business and personal calls are not permitted from this phone.
- No one shall be permitted to loiter in the lobby.
- No bare feet are permitted in the lobby, lobby hall, or any other common area, with the exception of the pool deck.

PROPER ATTIRE IS REQUIRED IN THE LOBBY AT ALL TIMES.

- No wet clothing or attire is permitted in the main lobby, Business Center, Community Center, Association Office or Reception areas at any time. All persons entering the building must dry up before entering in order to avoid floor from getting wet and causing a dangerous and hazarous situation of a slip and fall.
- CHILDREN ARE NOT PERMITTED TO PLAY IN THE LOBBY AND OTHER AREAS IN THE COMMON AREAS AT ANY TIME.

MAIL TO OWNERS, AGENTS OR RESIDENTS

It is the responsibility of every Owner to apprise the Association of his/her current legal address. Failure of an Owner to receive any notification or billing for lack of a current mailing address shall not relieve the Owner of any obligation relative to the mailing or billing of maintenance or other fees.

MOVING IN/MOVE OUT AND DELIVERIES

DELIVERIES

Please schedule the delivery of all valuables at a time when you will be available to take immediate receipt of them. This will save you and the staff time and concern. You must alert the Management Office if there is a large item being delivered. Receiving hours are from 9:00 a.m. to 5:00 p.m. Monday through Friday.

- All moves must be scheduled in sufficient time to reserve a time slot. Moving hours are 9:00 a.m. to 5:00 p.m., Monday through Friday.
- A $500.00 Common Area Security deposit is required and must be in the office at the time the elevator reservation for the move-in is made. At the end of the move the area shall be inspected and the deposit shall be returned, providing no damage has occurred. Should there be damage, the deposit will be used to correct the damage. Should the damage exceed the amount of the deposit, the balance will be billed to the person moving in or out. Any damage to Common Areas by movers shall be assessed to the Owner of the unit. Notice for Move-ins and Move-outs must be given with prior notice in order to properly schedule a reservation for the designated elevator for service. Any other deliveries must be scheduled not less than 48 hours in advance. Please schedule move-in/move-out arrival times with your carrier between 9:00 a.m. and 12:00 p.m. Monday through Friday. Trucks arriving after 1:00 p.m. will not be allowed to start the move-in/move-out process. Move-in/move-out should take place between 9:00 a.m. and 5:00 p.m. The loading dock closes at 5:00 pm. ALL MOVES MUST BE COMPLETED BY 5:00 p.m. NO MOVING IN OR OUT IS PERMITTED ON WEEKENDS OR LEGAL HOLIDAYS.
- Moving in or out of the Condominium must be accomplished by professional and insured moving companies. ONE SERVICE ELEVATOR HAS BEEN DESIGNATED FOR MOVE-INS, MOVE-OUTS, DELIVERIES AND SERVICE.
- Any tradesmen performing work on your home must be on file with the Management Office and provide copies of permits and evidence of insurance. (PLEASE REQUEST DESIGNERS & CONTRACTORS HANDBOOK AT MANAGEMENT OFFICE). <u>You must be present to receive your delivery. Our staff will not be available to receive, move and deliver your furniture to your unit. Any package that weights more than 50 pounds must be handled by your moving company. If you are not present to receive your merchandise we will have to deny the delivery. The valet parking staff and security are not available to provide this service for liability reasons.</u>
- Wood furniture being shipped from the African continent, South or Central American countries in shipping containers by sea must be warehoused and treated with appropriate termite extermination chemicals (VIKANE GAS) prior to delivery to the Condominium.
- Dispose of all wrapping paper debris and break down cartons in the recycling bins located at the ground floor receiving area. Large cartons should be tied after flattening.
- Access to the building by a contractor, vendor, or service person is obtained by first scheduling their arrival with the office, filling out a unit access authorization form, and by checking in with front desk.
- Management reserves the right to ask moving or delivery personnel to leave the property and/or deny future access to ensure orderly move-ins, move-outs, and deliveries. Please contact the Management Office if you require additional assistance.

NOISE

- No resident shall make or permit to be made any disturbing noise within the Condominium, nor shall he/she permit family, friends, servants, employees, agents, visitors or licensees to make any disturbing noises, or permit anything to be done by such individuals so as to interfere with the rights, comforts, or convenience of other residents.
- No resident shall play or allow to be played any musical instrument, or operate or allow to operate a phonograph, television, radio, or sound amplifier in his unit in such a manner as to be unreasonably disturbing or annoying to other residents of the Condominium.
- **City of Miami noise ordinance is strictly enforced from 11:00 PM to 7:00 AM.**

OBSTRUCTIONS

- There shall be no obstruction or cluttering of any kind on the Condominium property, including, but not limited to, sidewalks, driveways, automobile parking spaces, lawns, entrance and exit ways, stairways, stairwells, hallways, patios, courts, pool deck, vestibules, or other Common Areas.
- No mats of any kind may be placed in the hallways.
- No bicycles shall be left unattended in the entrances, garages, walkways of the Condominium.

PACKAGES AND CERTIFIED MAIL

- The Association requires an "Indemnification and Release" form be signed by the Owner or Resident who wishes the Front Desk or receiving area to accept any item or package.
- Packages and special mail not picked up within thirty (30) days shall be returned to the carrier, unless other arrangements are made with the Concierge.
- The Association accepts no responsibility for flowers, perishables, or otherwise fragile deliveries to the Front Desk or receiving area.
- In order to dispense any piece of special mail or any delivery, the Association reserves the right to request identification from the person claiming the item.
- The employees of the Association will not be able to release packages or special mail to any unit unless an "Indemnification and Release" form is on file.
- The Association accepts no responsibility whatsoever for any loss or misplacement of any item of mail or any delivery.

PETS

- Only one (1) domesticated dog, or one (1) domesticated cat, may be kept in a Residential Unit by a Residential Unit Owner or a Renter at any time. The foregoing are intended to be mutually exclusive, i.e., a resident may maintain one (1) dog, or one (1) cat, but no combination of cat and dog, no more than one (1) dog and no more than (1) cat. Any pet permitted hereunder shall only be allowed to remain in the Residential Unit if such pet is (a) at maturity, not in excess of thirty (30) pounds, (b) permitted to be so kept by applicable laws and regulations, (c) not left unattended on balconies or in lanai areas, (d) generally, not a nuisance to residents of other Units or of neighboring buildings and (e) not a pit bull or other breed considered to be dangerous by the Board of Directors; provided that neither the Board nor the Association shall be liable for any personal injury, death or property damage resulting from a violation of the foregoing and any occupant of a Unit committing such a violation shall fully indemnify and hold harmless the Board of Directors, the Developer, each Unit Owner and the Association is such regard. A violation of the

provisions of this paragraph shall entitle the Association to all of its rights and remedies, including, but not limited to, the right to fine Unit Owners (as provided in any applicable rules and regulations) and/or to require any pet to be permanently removed from the Condominium Property.

- All pets must be transported through the service elevators.
- Pets are not allowed on the Mezzanine Level common areas.
- Aquarium fish and small domesticated caged birds are permitted.
- Pit Bulls, Rottweiler, Chow, Doberman or other breed considered to be dangerous by the Board of Directors are NOT PERMITTED (Miami-Dade Ordinance).
- The maintenance, keeping, boarding and/or raising of pot belly pigs, reptiles, rodents and any other animals, livestock, or poultry of any kind, regardless of number, is expressly prohibited and same shall be deemed a nuisance hereunder.
- Pets shall not be left on balconies where they may annoy other residents.
- No pet shall be left on a balcony unattended or while the Owner is absent from the Building.
- Any pet that becomes obnoxious to other unit Owners or occupants is subject to removal from the Condominium property upon review of the Board of Directors.
- PETS SHALL NEVER BE PERMITTED TO RUN FREE ON THE PROPERTY OR IN THE BUILDING except within a Unit.
- Only one pet is allowed per unit and the pet must be 30 lbs or less. Pets must be registered with the Management Office. Pet owners must keep their pets on a visible leash at all times while traveling through the common areas and pick up after them if they were to defecate or soil while traveling through the common areas. Pets must be transported through the service elevator and exit through the lobby.
- Should a pet happen to accidentally soil the carpeting or flooring in a hallway, the Owner must call the office or Concierge immediately so that special cleanup and sanitation procedures may be activated to ensure the integrity of the common area furnishings, floor coverings and appearance.
- When outside, all pets must be on a visible leash not to exceed six feet in length, and must be handled by an individual or Owner willing and fully able to control the pet.
- If required by Miami-Dade County or the City of Miami, all pets must be licensed and be inoculated against rabies or other detrimental conditions.
- Upon move in, or upon acquisition of a pet, the pet must be registered in the office and a snapshot of the pet must be provided for the Owner's permanent Condominium file. The Association requires prior approval from the unit owner for a renter to maintain a pet in the unit.
- In the event that any pet shall defecate or soil in any way in or on the Condominium property, the pet owner shall immediately clean up the area, utilizing a "pooper scooper" or latex glove, deposit the waste in a small paper bag and deposit the waste in the appropriate trash collection container. Should the pet owner not clean up the area, the building staff shall clean up the mess at a cost of $50.00 per instance, and the cost of cleanup shall be billed to the Owner.
- Any resident maintaining a pet on Condominium property shall be fully responsible for, and shall bear the total expense of any damages to the property

PLUMBING

Please do not dispose of sweepings, rubbish, construction debris, grout or other foreign matter in your household plumbing. Residents who use the plumbing for such purposes will be held financially responsible for any necessary repairs. Plumbing stoppages are not under warranty.

RULE CHANGES AND EXCEPTIONS

- These Rules and Regulations shall be cumulative with the covenants, conditions, and restrictions set forth in the Declaration of Condominium, provided that the provisions of same shall control over these Rules and Regulations in the event of a conflict or a doubt as to whether a specific practice or activity is or is not permitted. Anything to the contrary notwithstanding, these Rules and Regulations shall not apply to the Developer, nor its agents or employees and contractors, nor to the Units owned by the Developer. All of these Rules and Regulations shall apply to all other Owners and occupants even if not specifically so stated in portions hereof.
- The Board of Directors of the Association reserves the right to change or revoke existing Rules and Regulations and to make such additional rules and regulations from time to time as, in their opinion, shall be necessary or desirable for the safety and protection of the Building and its occupants, to promote cleanliness and good order of the Property and to assure the comfort and convenience of Members. Said changes, however, shall not be arbitrary in content, or in conflict with the Association Declaration or by-laws. Any changes shall be reviewed by the Association legal counsel and filed with the appropriate Clerk of Courts.

SMOKING

- IN ACCORDANCE WITH THE CLEAN AIR ACT NO SMOKING IS PERMITTED IN ANY HALLWAY, ELEVATOR, STAIRWAY OR STAIRWELL, PARKING GARAGE, LOBBY, MEETING ROOM, RECEPTION AREAS OR ANY OTHER NON-EXEMPTED AREA OF THE BUILDING.
- Cigarettes and similar items must be extinguished and deposited in designated receptacles PRIOR to entering the Common Areas of the Building.
- Smoking is permitted only in designated areas on the Mezzanine level of the pool deck. Upon leaving the pool deck, smoking materials must be extinguished and deposited in provided receptacles.
- Any Owner or guest causing the very sensitive building smoke detectors and pull stations to put the AXIS ON BRICKELL fire system in alarm mode shall face sizable fines and shall be required to pay all fines as imposed by Miami, Miami Dade County or the Fire Department.

SOLICITATION

- No solicitation or solicitors are permitted in the Building at any time.

TRASH AND GARBAGE

- All trash, debris, and garbage must be secured in appropriate bags and deposited in the correct recycling slot.
- Trash bags, boxes, or any type of debris may not be left on any trash room floor.
- Boxes are not permitted to be thrown down the chutes. Boxes must be carried to the first (1) garage level for disposal.
- No boxes or packing containers are to be left in the halls at any time. Movers or the owners must immediately remove the containers after unpacking.
- No flammable material, lighted cigarettes, cigars, etc., or loose glass may be thrown down the chutes.

VIOLATION OF RULES AND REGULATIONS

- The Condominium Documents of the Association and the Florida Statute 718 (Condominium Act) permit the levying of fines for violations of the Rules and Regulations of the Association.
- In accordance with Florida Statute, the administrative process, should a fine be deemed appropriate by the Board of Directors, is as follows:
- Upon violation of Rules and Regulations, a request from Management or the Board of Directors, delivered either by regular mail or by hand delivery, shall be made to an Owner to cease the violation of said Rule & Regulation.
- Should the Owner continue the violation, a second letter shall be sent to the Owner by Certified Mail and regular mail to the legal address provided to the Association advising the Owner of a Fining Committee meeting to be convened for the purpose of addressing the ongoing Rule and/or Regulation violation. The notice shall contain the date, time, and place of the meeting which shall be held not less than fourteen (14) days from the date of the mailing of the notice. The notice shall also contain a statement of the provision of the Declaration, by-laws, or Rules and Regulations which the Association alleges to have been violated and a short and plain statement of the matters asserted by the Association.
- As in any administrative hearing, the Owner shall be entitled to present his/her side of the issue, present witnesses, or provide mitigation for his alleged acts.

The Fining Committee shall then determine if a fine should be levied, and if deciding that a fine is to be imposed, shall levy the fine in an amount not to exceed any maximum amount as prescribed By-law from time to time. (The fine structure is one hundred dollars ($100.00) per everyday of non-compliance, with a maximum aggregate of one thousand dollars ($1,000.00) per violation.) A written decision of the Board of Directors and the Fining Committee shall be mailed to the Owner no later than 21 days after the hearing. Fines must be paid no later than 30 days after notice of the imposition thereof. After the fine is levied, should the Owner ignore the mandates of the Board of Directors, or continue the violating behavior, the Board of Directors shall proceed to cure the violation through the legal process, with all fees and costs of said corrective process to be the responsibility of the Owner. These fines shall not be construed to be exclusive and shall exist in addition to all other rights and remedies to which the Association may be otherwise entitled; however, any penalty paid by the offending Owner or Occupant shall be deducted from or offset against any damages which the Association may otherwise be entitled to recover by law from such Owner or occupant.

WINDOWS

The washing of an Owner's balcony windows, balcony railings, including glass, on the outside is the responsibility of the Owner. Preventative Maintenance of the sliding glass doors and balcony railings, including glass, shall be the responsibility of the Owner.

WORKMEN – INSTALLATION - DELIVERIES

Any company, workman, tradesman, installer, or person performing alterations or installations in the Condominium must provide proof of liability insurance in the amount of $1,000,000.00 (one million dollars) and Workers Compensation Insurance. The company or person must provide a certificate of insurance to the Property Manager listing the Agent's phone number, and indicating that the Condominium is listed as an additional insured. The certificate shall also state that all sub-contractors hired by any contractor are covered

by the company's Workers' Compensation coverage. This may be accomplished by hand delivery 24 hours prior to the work starting.
LACK OF THE ABOVE DOCUMENTATION SHALL DELAY THE START OF A JOB.
All work, deliveries, repair, or installations must be noticed to the office for inclusion in the daily staff and receiving/loading dock schedule.
After hours or weekend emergencies such as plumbing or air conditioning repairs must be noticed to the Front Desk by the Owner prior to the serviceman's arrival on the Property. Saturday installations or repairs of telephone equipment or cable equipment are permitted.

Acknowledgement of Rules and Regulations

I/We hereby agree for myself/ourselves and on behalf of all persons who may use the unit which I/We seek to purchase or lease at **AXIS**, that I/We will comply with the By-laws, Rules and Regulations or restrictions which are in effect now or which may, in the future, be imposed by the Board of Directors.

I/We have received a copy of all Rules and Regulations Yes_____No_____

WITNESS

_____
Print Name

RESIDENT SIGNATURE

_____
Signature of Resident

_____
Print Name

_____
Unit Number

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Agency Contact Person	
Name and Address of Agency	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS: Agency Contact Email	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A :	
INSURED	INSURER B : Show insurance carrier name for each	Include
Name and Address of Vendor	INSURER C : coverage listed on the certificate - must	NAIC for
	INSURER D : be rated at least A- and VII by A.M. Best	each carrier
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [ ] LOC [ ] OTHER:	Y	Y	Policy #	Effective Date	Expiration Date	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG [ ]	$ 1,000,000 $ 50,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
B	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY	Y	Y	Policy #	Effective Date	Expiration Date	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) [ ]	$ 1,000,000 $ $ $ $
C	[ ] UMBRELLA LIAB [X] OCCUR [X] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $	Y	Y	Policy #	Effective Date	Expiration Date	EACH OCCURRENCE AGGREGATE [ ]	$ 1,000,000 $ 1,000,000 $
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N [ ] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	Y	Policy #	Effective Date	Expiration Date	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 500,000 $ 500,000 $ 500,000
E								

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder is named as an Additional Insured on a primary and non-contributory basis for the General Liability and Automobile Liability policies. A Waiver of Subrogation applies in favor of the Certificate Holder with regard to the General Liability, Automobile, and Workers Compensation policies.

CERTIFICATE HOLDER

Axis on Brickell Master Association, Inc.
Axis on Brickell Condominium Association, Inc.
Axis on Brickell II Condominium Association, Inc.
79 SW 12th Street, Miami, FL 33130
1111 SW 1st Avenue, Miami, FL 33130

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Signature of Agent

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The ACORD name and logo are registered marks of ACORD

PETS

- Only one (1) domesticated dog, or one (1) domesticated cat, may be kept in a Residential Unit by a Residential Unit Owner or a Renter at any time. The foregoing are intended to be mutually exclusive, i.e., a resident may maintain one (1) dog, or one (1) cat, but no combination of cat and dog, no more than one (1) dog and no more than (1) cat. Any pet permitted hereunder shall only be allowed to remain in the Residential Unit if such pet is (a) at maturity, not in excess of thirty (30) pounds, (b) permitted to be so kept by applicable laws and regulations, (c) not left unattended on balconies or in lanai areas, (d) generally, not a nuisance to residents of other Units or of neighboring buildings and (e) not a pit bull or other breed considered to be dangerous by the Board of Directors; provided that neither the Board nor the Association shall be liable for any personal injury, death or property damage resulting from a violation of the foregoing and any occupant of a Unit committing such a violation shall fully indemnify and hold harmless the Board of Directors, the Developer, each Unit Owner and the Association is such regard. A violation of the provisions of this paragraph shall entitle the Association to all of its rights and remedies, including, but not limited to, the right to fine Unit Owners (as provided in any applicable rules and regulations) and/or to require any pet to be permanently removed from the Condominium Property.
- All pets must be transported through the service elevators.
- Pets are not allowed on the Mezzanine Level common areas.
- Aquarium fish and small domesticated caged birds are permitted.
- Pit Bulls, Rottweiler, Chow, Doberman or other breed considered to be dangerous by the Board of Directors are NOT PERMITTED (Miami-Dade Ordinance).
- The maintenance, keeping, boarding and/or raising of pot belly pigs, reptiles, rodents and any other animals, livestock, or poultry of any kind, regardless of number, is expressly prohibited and same shall be deemed a nuisance hereunder.
- Pets shall not be left on balconies where they may annoy other residents.
- No pet shall be left on a balcony unattended or while the Owner is absent from the Building.
- Any pet that becomes obnoxious to other unit Owners or occupants is subject to removal from the Condominium property upon review of the Board of Directors.
- PETS SHALL NEVER BE PERMITTED TO RUN FREE ON THE PROPERTY OR IN THE BUILDING except within a Unit.
- Only one pet is allowed per unit and the pet must be 30 lbs or less. Pets must be registered with the Management Office. Pet owners must keep their pets on a visible leash at all times while traveling through the common areas and pick up after them if they were to defecate or soil while traveling through the common areas. Pets must be transported through the service elevator and exit through the lobby.
- Should a pet happen to accidentally soil the carpeting or flooring in a hallway, the Owner must call the office or Concierge immediately so that special cleanup and sanitation procedures may be activated to ensure the integrity of the common area furnishings, floor coverings and appearance.
- When outside, all pets must be on a visible leash not to exceed six feet in length, and must be handled by an individual or Owner willing and fully able to control the pet.
- If required by Miami-Dade County or the City of Miami, all pets must be licensed and be inoculated against rabies or other detrimental conditions.
- Upon move in, or upon acquisition of a pet, the pet must be registered in the office and a snapshot of the pet must be provided for the Owner's permanent Condominium file. The Association requires prior approval from the unit owner for a renter to maintain a pet in the unit.
- In the event that any pet shall defecate or soil in any way in or on the Condominium property, the pet owner shall immediately clean up the area, utilizing a "pooper scooper" or latex glove, deposit the waste in a small paper bag and deposit the waste in the appropriate trash collection container. Should the pet owner not clean up the area, the building staff shall clean up the mess at a cost of $50.00 per instance, and the cost of cleanup shall be billed to the Owner.
- Any resident maintaining a pet on Condominium property shall be fully responsible for, and shall bear the total expense of any damages to the property
- A nonrefundable Dog fee of $350 must be paid to Axis on Brickell Master Association, Inc upon registration.

Acknowledgement of Pet/Animal Rules and Regulations

I/We have received a copy of all Rules and Regulations

_____ Date: _____

Resident Signature

Move In | Move Out

Axis on Brickell Certificate of Insurance (COI) Requirements

For moves utilizing a commercial moving company with employees, a Certificate of Insurance (COI) must be submitted in advance. The COI must be completed exactly as follows:

General Liability Certificate Holder & Additional Insured

Axis on Brickell Master Association, Inc

Axis on Brickell Condominium Association, Inc

Axis on Brickell II Condominium Association, Inc

79 SW 12 ST, Miami, FL 33130

1111 SW 1st Ave, Miami, FL 33130

Worker's Compensation Certificate Holder

Axis on Brickell Master Association, Inc

Axis on Brickell Condominium Association, Inc

Axis on Brickell II Condominium Association, Inc

79 SW 12 ST, Miami, FL 33130

1111 SW 1st Ave, Miami, FL 33130

OR STATE EXEMPTION

Move-In/Move-Out Policies & Reminders

- **Adhere to Your Scheduled Move Time:**
    - **Move reservations allow for a large time range due to potential elevator delays. The association is not responsible for move-related delays.**
    - **There is only one service elevator per tower, and sharing may be necessary.**
- **Strict Arrival Times – Late Arrivals Will Be Turned Away:**
    - **Morning moves (9 AM – 12 PM): Latest arrival by 10 AM.**
    - **Afternoon moves (1 PM – 4 PM): Latest arrival by 2 PM.**
    - **Late arrivals will forfeit their move slot and will not be allowed to use another elevator.**
- **Packing:**
    - **Movers arriving before the scheduled time for packing will not be permitted to use the loading dock.**
    - **To prevent congestion, packing must be completed PRIOR to move shift.**
- **One Truck Space Per Reservation:**
    - **Only one (1) truck space is available per reservation.**
    - **Additional vehicles will be turned away.**
- **Loading Dock Vehicle Size Limitations:**
    - **Maximum clearance: 13’6” height x 26 ft truck length**
    - **Semi-trailers (18-wheelers) are NOT permitted.**
- **Furniture & Bulk Item Disposal:**
    - **Furniture and bulk items CANNOT be left on the property or in dumpsters. Removal is the resident’s responsibility.**
- **Final Walk-Through & Key Return:**
    - **Residents must coordinate their final walk-through with their landlord or representative.**
    - **Axis on Brickell will not hold keys.**

- **Utilities & Address Updates:**
  - **Cancel FPL (electricity) and internet services before move-out.**
  - **Forward mail through USPS and update your Amazon delivery address.**
- **Package Pick-Up:**
  - **Ensure all packages are picked up before moving out.**
- **Security Deposit Refund:**
  - **If you paid the common area deposit, email admin@axisonbrickell.net after your move-out.**
  - **Provide your new mailing address for the refund check.**
  - **Refunds will be processed approximately two weeks after move-out.**
- **Restricted Moving Companies:**
  - **ALL MY SONS MOVERS ARE NOT PERMITTED on the property.**
- **Thank You for Being a Resident:**
  We appreciate you being part of the Axis on Brickell community and wish you all the best in your new home!

For Freight Calendar Reservations & Move-Related Inquiries

Always CC: reserve@axisonbrickell.net

Forms:

Axis on Brickell - Self Move Waiver Form - NO COMPANY

Certificate of Insurance Requirements AXIS.pdf - Google Drive

Rental Requirements

1. A fully **Executed Lease with a minimum term of thirty (30) days** must be emailed to admin@axisonbrickell.net

2. Once Management reviews the Lease Agreement, the **Application Link & Code** will be provided. The owner or owner's representative must provide the code they wish for the applicant to use:

3. The cost of the application is **$100 per adult or Married Couple.**

4. The Association will receive a copy of the applicant's background check. If there are any *discrepancies* in the background check which would require the Landlord's written approval to proceed with the rental, the association will advise the unit owner and/or representative. Although the association will not release any information found in the background check, Tenant Evaluation will provide the applicant with a free copy of their screening report to release to their prospective landlord.

5. A **$500** will still be collected in the form of a cashier's check or money order. This deposit is refundable. Please make payable to: *Axis on Brickell Association* There must be a legible REMITTER of this check for future refund purposes.

6. A **$350** non-refundable Pet Registration Fee is required per Dog.

7. Additional fees may apply for access devices and/or key copies requested to Management.

8. Tenant must complete an Orientation prior to Move In. Management will schedule this Orientation once all other items have been received.

9. Move-In is subject to service elevator being available and reserved in advance. Please feel free to contact reserve@axisonbrickell.net to schedule a time from 9am – 12pm OR 1-4pm, Monday – Friday (excluding national holidays)

Important Details:

- All adults must be on the lease agreement and complete the online screening/application.

- Guarantors mentioned on the lease but NOT living in the unit do **not** have to submit an application on Tenant Evaluation

- The association does **NOT** encourage the applicant to pay the rush fee that Tenant Evaluation offers

- Please schedule the new resident's Move as soon as possible. Please choose Monday – Friday: 9am – 12pm OR 1-4pm (absolutely no extensions granted). Disregard if unit is furnished.
- Insurance is required for Moving and Delivery companies. Please forward attached COI requirements to movers asap
- One (1) fob will be activated per registered resident.
- One (1) ProPass is permitted per vehicle. The ProPass must be stuck on to vehicle by a staff member and shall never be used by hand. If unstuck, ProPass stops working and resident will be required to purchase a new one.
- Landlords must NOT provide a parking pass to tenant. The Management office must first register vehicle and provide sticker to vehicle. Resident must understand how to enter the parking garage.
- Management cannot reassign the parking space of unit nor provide a rental space.
- Valet Services are available for residents to privately utilize at a discounted monthly RESIDENT rate of $220 per month. The association is not responsible for vehicle theft or damage in the parking garage or in care of Valet (US Parking).
- Lost Fob or additional fob for roommate: $60/fob – checks payable to Axis on Brickell OR credit or debit card with a $3 convenience fee, must be paid in person (NON-REFUNDABLE)
- Mailbox Re-Key: $60 – No Cash, only check payable to Axis on Brickell OR credit or debit card with a $3 convenience fee, must be paid in person (NON-REFUNDABLE)
- Unit Key Copy: $25 – No Cash, only check payable to Axis on Brickell OR credit or debit card with a $3 convenience fee, must be paid in person (NON-REFUNDABLE)
- Lockout Fee: $100 - Cash, check payable to Axis on Brickell OR credit or debit card with a $3 convenience fee, must be paid in person (NON-REFUNDABLE)

Screening Notice

- If the landlord wishes for the association to complete a more thorough background check which also includes credit and eviction search, please provide the tenant with the second code.

  Approval Turnover Time
  5-7 Business Days: Regular Screening
  7-10 Business Days: Extensive Screening

- The association does **NOT** encourage the applicant to pay the rush fee that Tenant Evaluation offers

__UREGNT NOTICE, THE LOADING DOCK AND ELEVATOR CALENDAR SOMETIMES EXPERIENCESA 4-WEEK BACKLOG OF REQUESTS. YOU ARE REMINDED THAT MOVE-IN IS CONTINGENT ON THE AVAILABILITY OF BOTH THE SERVICE ELEVATOR AND LOADING DOCK__

Landlord and/or Representative must provide the applicant with the application code:

Portal Link: www.TenantEv.com
Standard Screening Code: 9222 – Basic Criminal Screening, 5-7 day turnaround time Extensive Screening Code: 9523 – Extensive Screening, 5-10 day turnaround time

PARTY ROOM RESERVATION PACKAGE 2025

Unit No.		Date
Primary Resident/Occupant Name		(Circle one) Owner / Lessee
Legal Owner Name ("Owner")		(Circle one) Individual / Corp / LLC / Partnership
Home Phone	Office Phone	Cell Phone
Fax	Email	

I am requesting approval for reservation of THE AXIS ON BRICKELL MASTER ASSOCIATION, INC., Party Room for the following event: _____.

The event will take place on, _____ 20_____.

From _____ : _____ (am/pm) To _____ : _____ (am/pm).

(Gathering may not go beyond midnight and music must stop at 11:00 pm City of Miami Ordinance. The earliest that the room can be ready for decorating is 11:00 a.m.)

Number of guests expected: _____ (Maximum of **50 guests** allowed)

I acknowledge, understand, and agree that arrangements to reserve the Party Room for private affairs must be made with the Management Office at least two (2) weeks in advance to the party or reception. Only two reservations for the party room for special events will be permitted per month. The party room will not be available for reservation on National Holidays and dates considered a special event which are determined by the Board of Directors such as The Super Bowl, etc...

Insurance Requirement for Vendors serving liquor: Vendors coming onto the premises to serve alcohol at the party must provide a liquor liability insurance policy. The resident in charge of the party must provide the Association with a copy of the vendor's liquor liability insurance policy.

Vendor's Liquor Liability Insurance Policy Acknowledgement:

Will you be hiring a vendor to service alcohol: Yes: ____ No: _____ Initials: _____

If yes, please provide vendor's liquor liability insurance policy in excess of 1M.

Did resident provide vendor's liquor liability insurance policy: Yes: ____ No: _____

Reservation / Exclusive Usage Fee:

A non-refundable $350.00 must be paid prior to event, and handed to Management: Money order or cashier's check will only be accepted and made payable to "Axis on Brickell Master Assoc."

VALET

If you are expecting more than five (5) guest vehicles for your party, please notify Management 48 hours in advance of your event to make the valet provider aware that an additional runner will be required. Failure to properly notify of an additional Valet Runner will require the association to bill the resident for last minute coverage arrangements. Regular hourly guest rates apply during the event.

SECURITY

The Security Officer on duty will be patrolling the party room periodically during the time of the event. Please ensure to allow access and ensure all residents and guests are adhering to rules and regulations.

CLEANING FEE & DEPOSIT

Please leave the room in the same condition that you received it as to avoid a cleaning invoice. Once you are fully done with your event, please contact Front Desk as to have Security meet you for a final inspection. A deposit of $300 will be required in the form of a personal check. A personal check is encouraged because it can be shredded and discarded or returned if no cleaning or damage deductions were needed. In case of a required deduction for cleaning or repairs, you will first be made aware prior to Management deducting the amount from your checking account via ACH. If you do not have personal checks, a blank money order will be held. Please do not fill in *Payable To* section to make it easy for you to re-deposit.

WALK-THROUGH PRIOR AND AFTER EVENT

Scheduled time and date for walk-through prior to event: _____ (am/pm), _____/_____/_____.

Scheduled time and date for walk-through after event: _____ (am/pm), _____/_____/_____.

I will conduct a fifteen (15) minute walk through with a management representative or security staff before and after the event to review the conditions of the facilities that includes the room used and the access areas to that room. I understand that certain circumstances, such as damaged caused by myself or persons attending or assisting in the event could increase the time for the after event walk through.

RESTRICTIONS

I acknowledge, understand, and agree that disturbing noise levels whether conversation or music will not be allowed, that decorations requiring attachment to walls will not be allowed, including thumb tacks, tapes, staples, etc. Artwork and paintings inside the Party Room may not be removed or relocated from their original location. I also acknowledge, understand, and agree that I am responsible for the room cleanliness including the access areas and for disposing all garbage in appropriate refuse containers and acknowledge, further understand and agree that the following requirements and restrictions will apply to parties in the common areas:

a) No live music or DJs are permitted. Music may be played at a reasonable volume not to disturb the building residents until 11:00 pm. If at any moment the music is interfering with the rights, comfort, or convenience of other residents the equipment will be shut down immediately.

b) Alcohol may **not** be served or used in lobby, or Mezzanine & TH Reception areas. No underage consumption of alcohol is allowed. NO EXCEPTIONS. Only one party until 12 midnight will be permitted in the Party Room and a maximum of six (6) hours. The Party room will not be available for reservation on National Holidays and dates considered a special event which are determined by the Board of Directors such as The Super Bowl, etc...

c) Friday, Saturday, and Sunday reservations may only be reserved no more than twice per month. Party Room may not be reserved on Holidays or as determined by the Board of Directors.

d) The Property Manager must receive a full guest list at least twenty-four (24) hours in advance of the event. Maximum of twenty-five (25) people allowed for attending each event and only those on the guest list will be permitted to the event.

e) The Pool is not available for reservation.

f) Continuous adult supervision is required for all teenage and children's parties. Bounce houses are not permitted.

g) All Guests of the Event must remain within the Party Room.

h) Furniture may not be relocated or removed from the Party Room. No outside furniture is allowed.

i) The Association requires that any party wishing to reserve the social areas must execute a Hold Harmless and Use Agreement setting out such terms and conditions as deemed necessary by the Board of Directors from time to time.

I acknowledge, understand and agree that I will abide by the rules and regulations for the acknowledgements for the use of the room and access areas requested above, for all the above acknowledgements, understandings and agreements and for all other rules governing condominium living at Axis on Brickell Master Association, Inc.

I acknowledge, understand and agree that my failure to comply with the above acknowledgements, understandings and agreements and other related condominium rules and regulations will result in access to the Party Room being revoked as per the Axis on Brickell Master Association, Inc.

I acknowledge, understand and agree that if any damage occurs during this function, The Axis on Brickell Master Association, Inc., will bill me and I will pay repairs of such damage in excess of the $300.00 dollars.

I read, I acknowledge, I understand and I agree with all the above.

_____	_____
Unit Number	Date
_____	_____
Resident's Name (Print)	Management Representative (Print)
_____	_____
Resident's Signature	Management Representative (Sign)

IMPORTANT REMINDERS

The following reminders are to be acknowledged when using the Party Room:

- Vendors coming onto the premises to serve alcohol at the party must provide a liquor liability insurance policy to the Association.
- 50 guests maximum, guest list must be provided 48 hours in advance
- Guests may not exceed 50, otherwise party will be shut down
- Artwork and paintings inside the Party Room may not be removed or relocated from their original location.
- DJ is not permitted.
- Live bands are not permitted.
- Mariachis are not permitted.
- Bounce houses or inflatables of any kind are not permitted.
- Guests must remain within the Party Room
- Guests are not allowed on BBQ area, green grass area, pool, Jacuzzi, balcony or Kids Room
- Noise disturbances are not permitted and may result in the party/gathering being shut down.
- Party Room closes at Midnight, music must stop at 11PM per City of Miami Ordinance
- The Pool is not available for reservation
- Please keep the Party Room Doors Closed.

I read, I acknowledge, I understand, and I agree with all the above.

_____	_____
Unit Number	Date
_____	_____
Resident Name	Resident Signature
_____	_____
Management Representative	Management Signature

AXIS ON BRICKELL

MUSIC REQUEST FOR PARTY ROOM

Unit No.		Date
Primary Resident/Occupant Name		(Circle one) Owner / Lessee
Legal Owner Name ("Owner")		(Circle one) Individual / Corp / LLC / Partnership
Home Phone	Office Phone	Cell Phone
Fax	Email	
Mailing Address: _____ _____		

I/we request music to be played during my event in the Party Room on (Date): _____

From (Time)_____to_____(**not to exceed 11:00 PM**).

The type of equipment to be used and type music to be played:

_____

_____

I understand that the music will be played at a reasonable volume not to disturb the building residents. If at any moment the music is interfering with the rights, comfort, or convenience of other residents the equipment will be shut down immediately.

_____ _____
Unit Number Date

_____ _____
Resident's Name (Print) Management Representative (Print)

_____ _____
Resident Signature Management Representative (Sign)

AXIS ON BRICKELL

PARTY ROOM PRE-EVENT CHECKLIST

ITEM	GOOD CONDITION	BAD CONDITION	COMMENTS
Carpet / Tile			
Electrical Outlet			
Glass Doors			
Light Switches			
Kitchen			
Kitchen Cabinets			
Furniture			
Bathrooms			
Refrigerator			
Microwave			
Pool Tables			
Pool Table - Equipment			
Ping Pong Table			
Ping Pong - Equipment			
T.V.			
T.V. - Equipment			
Stereo			
Walls (Interior)			
Walls (Hallways)			
Walls (Exterior next to Glass Door)			
Tables – Indicate amount			
Chairs – Indicate amount			

_____ _____

Resident's Name (Print) Inspected by Security (Print name)

_____ _____

Resident's Signature Inspected by Security (Signature)

_____ _____

Unit Number Date

_____

Management Approval (Print name)

_____

Management (Signature)

Date:_____

AXIS ON BRICKELL

PARTY ROOM POST-EVENT CHECKLIST

ITEM	GOOD CONDITION	BAD CONDITION	COMMENTS
Carpet / Tile			
Electrical Outlet			
Glass Doors			
Light Switches			
Kitchen			
Kitchen Cabinets			
Furniture			
Bathrooms			
Refrigerator			
Microwave			
Pool Tables			
Pool Table - Equipment			
Ping Pong Table			
Ping Pong - Equipment			
T.V.			
T.V. - Equipment			
Stereo			
Walls (Interior)			
Walls (Hallways)			
Walls (Exterior next to Glass Door)			
Tables – Indicate amount			
Chairs – Indicate amount			

NOTE: This is not a final inspection; it will be done the following day by Security/Management.

Was decoration removed by host? _____
Was all the furniture relocated to original location by host?_____
Were access doors locked and secured by the Security Guard?_____
Was garbage disposed of into appropriate refuse container by host? _____

_____ _____
Resident's Name (Print) Inspected by Security (Print name)

_____ _____
Resident's Signature Inspected by Security (Signature)

_____ _____
Unit Number Date

Architectural Modification Information & Requirements

Payments required to the Association:

- $350 non-refundable Impact Fee made payable to Axis on Brickell Master Association, Inc
- $1,000 Refundable Security Deposit made payable to Axis on Brickell (to be refunded upon presenting closing permits) – Either the owner or General Contractor may provide this deposit

Overview & Requirements of Architectural modification:

- *Completed* Architectural/Contractor's package (with the owner and contractor signatures); attached separately.
- Certificate of Insurance for *all companies involved (including delivery companies or any entity co-managing project)* – See attached insurance requirements.
- COI – please have your contractor use the updated insurance requirements template attached separately.
- Samples of **soundproofing, whisper-matt**, & **waterproofing**: (If applicable) – this is something that your General Contractor will know how to provide.
- City Permit (if applicable)
- Notice of Commencement (If applicable) – this needs to be taped on the door while the work is in process
- For special projects like moving sprinkler heads or disconnecting any life safety items, please advise right away: see page 18, Section 18 of the design package.
- For structural/layout modifications please present the scope of work and plans to the association engineer of record: contact the management office to receive a contact for an approved engineer.
- Before the start of the project, your contractor must sit with the building's chief engineer to have a briefing on the work.

Please give our office 48-hour notice for any type of noise whatsoever (including baseboard removal, sanding, demolition, nailing, installing tiles...etc)

Important details:

- **No tile is to be cut on the balcony or residential hallway. Remember that dust and debris will trigger the smoke detector, it is important that you take all necessary measures mentioned in the package re: the life safety system.**

- **We need to be made aware in advance as to when there will be construction noise (2 business days prior so that management can email your neighbors and warn them of noise) ****
- The building will NOT open the door for anybody other than the owner. The building will NOT hold keys for anybody. Please plan in advance with your service provider to gain access.
- Permitted hours for contractors are: M- F, 9am – 4 pm
- **The hallway carpet needs to be covered every day from the elevator landing to the unit with Cardboard (Masonite). It is the contractor and owner's responsibility to replace Masonite in the hallway, once too damaged or deteriorated. The Masonite must be placed safely and with logic as to minimize the impact that the worker's traffic bears to the other residents of the floor.**
- We need insurance for all companies, even those subcontracted by you for deliveries, plumbing, electrical, AC…etc.
- **You must schedule deliveries, at least 2 weeks in advance to RESERVE@AXISONBRICKELL.NET**
- The cost to park in the building is below
- Please **TAPE PERMITS AND NOTICE OF COMMENCEMENT ON UNIT DOOR WHILE REMODEL IS IN PROCESS**
- No on-site disposal of debris and demolition is permitted. Contractors must make arrangements to remove material OFF site.

Please advise us as to when you will be using any type of machine that creates a lot of noise. We need to be able to advise nearby units, 2 days in advance.

Parking Rates:

Parking is not guaranteed inside of the Receiving area or Loading Dock. Please see below optional valet parking rate.

Monday-Friday $10 Flat rate from 9-4pm, with Valet (US PARKING)
BOX TRUCKS & LARGER REQUIRE A LOADING DOCK RESERVATION IN ADVANCE. VALET WILL NOT HANDLE ANY VEHICLE LARGER THAN A STANDARD SERVICE VAN.

The entrance to Receiving/Loading Dock is on SW 12 Street

$10 FLAT RATE PER DAY, in care of valet for regular vehicles and pick-up tracks. Box trucks, Service Vans, or any vehicle larger must schedule a DOCK space in advance only to unload, and then park OFF SITE.

Soundproofing recommendation:

1. Large format tile to be installed using the Mapei Installation System, including a self-leveling underlayment and sound attenuation membranes.
2. Floor tile to be as selected by the Architect or Designer. Mapei installation products by Mapei International, Deerfield Beach, Florida 954.246.8888
3. Before to installation, the surface must be cleaned to remove any contaminants, dirt, dust, oil, etc. A self-leveling underlayment is required for areas exhibiting high and low spots to achieve a flatness that will accept the large format tile.
4. Mortar for the floors to be a Mapei factory blended polymer-modified thin-set and medium bed mortar specifically designed for large format tile, Ultraflex LFT Rapid.
5. Self-leveling mortar to be Mapei Ulltraplan 1 plus.
6. Cracks shall be treated with Mapeilastic water stop waterproofing, and crack isolation membrane.
7. Provide Proflex 90 sound attenuation membrane underlayment under all floor tiles.
8. Grout to be Mapei Keracolor U, unsanded grout.
9. Mortar to be keyed using the float side of the trowel. Comb the mortar with the notched side of the trowel to insure proper transfer from the back of the tile to the substrate. Place tile firmly into the mortar to achieve 90% - 95% transfer to the back of the tile
10. All grout lines are to be packed tight and free of voids.

THE AXIS ON BRICKELL CONDOMINIUM ASSOCIATION, INC. (the "Association")

Consent to Participate in Online Voting Form

The undersigned, being either a record owner, eligible voter or the designated voting member of Unit No. _____, at The Axis on Brickell Condominium (the "Unit"), hereby consents in writing to voting online at meetings and elections for The Axis on Brickell Condominium, pursuant to the provisions of the Resolution of the Board of Directors authorizing online voting.

I designate the following email address for online voting purposes: _____.

I designate the following cell phone number for online voting purposes: _____.

In order to use a different email address and/or cell phone number in connection with electronically casting votes online, I acknowledge and agree that a new Consent to Participate in Online Voting Form ("New Consent Form") must be completed, signed and received by the Association at least fifteen (15) days prior to the date of the election or other meeting at which unit owner voting will occur. In the event that a completed New Consent Form is received by the Association less than fifteen (15) days prior to the date of the election or other meeting at which unit owner voting will occur, I acknowledge and agree that I will not be permitted to change the email address and/or cell phone number for online voting for that election or other meeting and the New Consent Form establishing the change of email address and/or cell phone number will only be effective for the purpose of online voting for the next election or other meeting at which unit owner voting will occur.

By signing this Consent to Participate in Online Voting Form, I recognize that the actions of third parties in connection with use of the internet, use of software and technology, internet and electronic communications, internet reliability and use of my email address and cell phone number are beyond the Association's control and that internet or online communications and internet based systems may be subject to interference, errors, failure and other problems including, but not limited to, operator or equipment issues, system or server failures, internet connectivity problems, or viruses and malware. As such, to fullest extent permitted by law, I hereby agree to release, indemnify, and hold harmless the Association, its officers, directors, agents, and employees from any and all claims or challenges arising out of or related to online voting including, but not limited to, any claim or challenge in connection with a vote that was not counted or received by the Association.

I hereby declare that I am signing, that I have the authority to sign this Consent to Participate in Online Voting Form on behalf of any and all record owners of the Unit, and that I have the authority to vote on behalf of any and all record owners of the Unit.

Date, Sign and Print Name Below:

Date:_____

By (if entity owner):_____

Print Name:_____

Signature:_____

THE AXIS ON BRICKELL II CONDOMINIUM ASSOCIATION, INC. (the "Association")

Consent to Participate in Online Voting Form

The undersigned, being either a record owner, eligible voter or the designated voting member of Unit No. _____, at The Axis on Brickell II Condominium (the "Unit"), hereby consents in writing to voting online at meetings and elections for The Axis on Brickell II Condominium, pursuant to the provisions of the Resolution of the Board of Directors authorizing online voting.

I designate the following email address for online voting purposes: _____.

I designate the following cell phone number for online voting purposes: _____.

In order to use a different email address and/or cell phone number in connection with electronically casting votes online, I acknowledge and agree that a new Consent to Participate in Online Voting Form ("New Consent Form") must be completed, signed and received by the Association at least fifteen (15) days prior to the date of the election or other meeting at which unit owner voting will occur. In the event that a completed New Consent Form is received by the Association less than fifteen (15) days prior to the date of the election or other meeting at which unit owner voting will occur, I acknowledge and agree that I will not be permitted to change the email address and/or cell phone number for online voting for that election or other meeting and the New Consent Form establishing the change of email address and/or cell phone number will only be effective for the purpose of online voting for the next election or other meeting at which unit owner voting will occur.

By signing this Consent to Participate in Online Voting Form, I recognize that the actions of third parties in connection with use of the internet, use of software and technology, internet and electronic communications, internet reliability and use of my email address and cell phone number are beyond the Association's control and that internet or online communications and internet based systems may be subject to interference, errors, failure and other problems including, but not limited to, operator or equipment issues, system or server failures, internet connectivity problems, or viruses and malware. As such, to fullest extent permitted by law, I hereby agree to release, indemnify, and hold harmless the Association, its officers, directors, agents, and employees from any and all claims or challenges arising out of or related to online voting including, but not limited to, any claim or challenge in connection with a vote that was not counted or received by the Association.

I hereby declare that I am signing, that I have the authority to sign this Consent to Participate in Online Voting Form on behalf of any and all record owners of the Unit, and that I have the authority to vote on behalf of any and all record owners of the Unit.

Date, Sign and Print Name Below:

Date:_____

By (if entity owner):_____

Print Name:_____

Signature:_____

HOMEOWNER PAYMENT METHODS

1. **ClickPay – Automatic & One-time Payments**
2. **Personal Check drop-off to Management Office**
3. **Bill-Pay Service with homeowner's bank**

AUTOMATIC PAYMENTS & ONE-TIME PAYMENTS

To register for automatic payments or to simply make a one-time payment online or by phone, please visit or contact

ClickPay

FirstService Residential's payment platform for homeowners.

The management office does ***not*** enroll homeowners.

www.ClickPay.com/FirstService

Fast support via email: Support@ClickPay.com

Please always reference your 14-digit homeowner account number

OR

1-888-354-0135

Scan here to get started with **ClickPay**!

Requirements to register

14-Digit Homeowner Account number & Last Name

Please have your homeowner account number at hand:

South Tower: **0C02-0000-4 DIGIT UNIT #-01**
North Tower: **0C03-0000-4 DIGIT UNIT #-01**

If you are unsure, please contact Management at admin@axisonbrickell.net

Entity-owners, please contact Management for LAST NAME

Payment Types:

- ACH also known as an Electronic Check (Account & Routing number): **0% Service fee**

- **One-Time Payments issued manually by the owner are subject to a $3.00 additional service fee, regardless of the type of payment. To Avoid this fee, you are encouraged to enroll in Automatic payments.**

- Credit & Debit Cards: **2.95% Service fee**

  Visa (Debit or Credit Card) - 2.95% per transaction
  Master Card (Debit or Credit) - 2.95%
  Discover (Debit or Credit) - 2.95%
  American Express (Debit or Credit) - 2.95%

Autopay Settings

It is recommended for you to choose **PAY FULL AMOUNT** rather than a fixed amount for the automatic recurring payment. This avoids short-paying or over-paying in the future as your assessments may change year by year.

Due Date

All monthly assessments are due on the 1st of the month. Please note that payments should be received in full BEFORE the 10th of the month to avoid late collections, or demand costs.

Returned Payments – Important details to know

If your payment is returned for non-sufficient funds, cancelled payment by owner, or account-not-found (data entry mistake or frozen bank account), the homeowner will automatically have a $30 Returned Payment Fee to their account ledger.

ACH Autopay: If your payment is returned during a specific month, the system will try to debit you again the next month. If your Automatic Payment Settings permit, your current balance due during the date of debit will be charged.

Card Autopay: If your payment is returned during a specific month, your autopay will completely stop, and you will be required to log in to your ClickPay account to modify your payment preferences and reset your recurring payment methods.

Personal Check Drop-Off to Management

The Management office will gladly accept your personal check payment. However, we kindly ask for your patience while the check is processed in front of you. Payments received after the 10th of the month are subject to late fees.

Mailing Payments & Bill-Pay Service

How Bill-Pay service works: Your bank debits you, and then physically sends a cashier's check to the payee.

Please mail or instruct your bank to mail the payment to the following address:

C/O FirstService Residential

PO Box 30348

TAMPA, FL 33630

- Payment Coupon:
  Please include a payment coupon with the mailed-out check. Otherwise, please make sure your full homeowner account number is legible on the check.

- Mail your payment out early:
  Because a check is physically being mailed out, you are encouraged to mail your payment out at least two weeks prior to the due date to avoid being late.