

PARC CENTRAL AVENTURA SOUTH RULES AND REGULATIONS

Under the condominium documents, the Board of Directors of PARC CENTRAL AVENTURA SOUTH CONDOMINIUM ASSOCIATION has the responsibility and authority for the operation of the Association, management of the Condominium Property and for the establishment and enforcement of Rules and Regulations. The Rules and Regulations may be modified, added to, or repealed at any time by the Board. Any consent or approval given by the Association under these Rules and Regulations shall be revocable at any time. These Rules and Regulations and all others hereinafter promulgated shall apply to and be binding upon all Unit Owners, their tenants and all of their guests and invitees. The Unit Owners shall at all times obey said Rules and Regulations and shall use their best efforts to see to it that they are faithfully observed by their families, guests, invitees, servants, lessees and other persons over whom they exercise control and supervision. Said Rules and Regulations are as follows:

COMMON AREAS

- 1.** The sidewalk, entrances, passages, stairways, corridors, halls, and all the Common Elements must not be obstructed or encumbered or used for any purpose other than ingress and egress, to and from the premises; nor shall any bicycles, shopping carts, chairs, benches, tables or any other object be stored therein. There shall be no loitering in halls, stairways, or other public areas. For security purposes, all doors leading from the buildings to the outside or stairways shall be closed at all times and shall not be blocked open.
- 2.** Exterior apartment doors must not be blocked or otherwise left open.
- 3.** The personal property of all Unit Owners, tenants and residents shall be stored within their Condominium Units
- 4.** No garbage cans, supplies, milk bottles or other articles shall be placed in the halls, on the balconies, or on the staircase landings, nor shall any articles, be shaken or hung from any of the windows, doors, or balconies, or exposed on any part of the Common Elements. Fire exits shall not be obstructed in any manner, and the Common Elements shall be kept free and clear of rubbish, debris, and other unsightly material.
- 5.** Water closets and other water apparatus and plumbing facilities on the Condominium Property shall not be used for any purpose other than those for which they were constructed. Any damages resulting from misuse of any of such items in the Condominium Unit or elsewhere shall be paid for by the Unit Owner in whose Unit it shall have been caused or by the Unit Owner whose family, guest, invitee, lessee, or other person who is on the Condominium Property pursuant to the request of the Unit Owner shall have caused such damage.
- 6.** Employees of the Association shall not be sent out of the building by any Unit Owner at any time for any purpose. No Unit Owner or resident shall direct, supervise or in any manner attempt to assert any control over the employees of the Association.

7. The parking facilities shall be used in accordance with the regulations therefore adopted from time to time.

8. Other than a United States flag respectfully displayed, nothing, including, but not limited to, signs, notices or advertisements, awnings, curtains, shades, window guards, light reflective materials, hurricane or storm shutters, ventilators, fans or air conditioning devices, or other items shall be attached or affixed to the exterior of any Unit or balcony or exposed on or projected out of any window, door or balcony of any Unit without the prior consent of the Association.

9. **Television and Other Outdoor Antennae.** No television, radio, satellite, or other antenna or satellite system may be installed on the Common Elements by any Person other than the Association, except as provided herein. Certain television, satellite, or other antenna systems may be erected or installed on Condominium Property subject to compliance with the following requirements:

9.1.1 Permitted Antennas. Permitted antennas include (collectively hereinafter referred to as “antennas”):

- Direct broadcast satellite dishes (DBS) that are less than one meter in diameter.
- Multi-channel, multi-point distribution service devices (MMDS) that are less than one meter in diameter or diagonal measurement.

9.1.2 Location of Antennas. Antennas are only permitted to be installed in exclusive use areas, such as balconies. To the extent feasible, all antennas must be placed in locations that are not visible from any street and in a location to minimize annoyance or inconvenience to other Residents of the Community if this placement would still permit reception of an acceptable quality signal. Antennae may not extend beyond the plane of the imaginary line running from the edge of the balcony ceiling to the balcony floor, bounded on the sides by the vertical balcony walls.

Holes (whether through drilling, nails or screws, or otherwise) are not permitted in structural portions of the building (including, but not limited to, concrete, masonry, block, stucco, fascia, soffits, windows, window frames, doors, door frames, and the like) without prior written approval of the Board. It is the intent of this requirement to ensure that the structural integrity of the building (including, but not limited to, its waterproofness) is not compromised by the installation of antennas.

9.1.3 Color and Screening of Antennas. All antennas shall be painted to blend into the background against which it is mounted, so long as the paint will not interfere with an acceptable quality signal.

9.1.4 Safety Requirements. To safeguard the safety of the Unit Owners, Occupants of the residence in which the antenna is located, neighboring Unit Owners, and other Owners and Members in the Condominium, it shall be the obligation of the Owner to comply with all applicable local, state and federal safety requirements, including, but not limited to, obtaining a permit for the installation of the antenna, if any is so required, hiring licensed contractors with sufficient expertise and adequate insurance to protect their work,

installing the antennas away from power lines and other potentially dangerous areas, installing and using the antenna in accordance with safety recommendations and requirements of the antenna manufacturer, and in accordance with the customs and standards for the antenna industry, including compliance with electrical code requirements to properly ground the antenna, and installation requirements to properly secure the antenna. Antennas shall be properly secured and installed so as to cause no damage to the building, such as compromise of its waterproof integrity. Unit Owners shall indemnify the Association for any loss or damage (including attorneys' fees) occasioned by non-compliance with these obligations. A Unit Owner shall indemnify and hold harmless the Association, and all other Unit Owners, for any damage that an antenna causes to the Condominium Property or to Persons or other property.

10. No one shall alter the outside appearance of any window of any Unit without the prior written consent of the Association. The consent of the Association to all or any of the above may be withheld on purely aesthetic grounds within the sole discretion of the Board of Directors of the Association. In addition, pursuant to 718.113(4), Florida Statutes, any unit owner may display one portable, removable United States flag in a respectful way and, on Armed Forces Day, Memorial Day, Flag Day, Independence Day, Patriot Day, and Veterans Day, may display in a respectful way portable, removable official flags, not larger than 4 1/2 feet by 6 feet, that represent the United States Army, Navy, Air Force, Marine Corps, Space Force, or Coast Guard, regardless of any declaration rules or requirements dealing with flags or decorations.

11. No interior of a Condominium Unit shall be altered in any manner as such would have any effect on the structural elements of the building or its electrical, mechanical, plumbing or air conditioning systems or on any of the Common or Limited Common Elements without the prior written consent of the Association, except that, to the extent permitted by law, this rule shall not apply to the Developer.

12. No Unit Owner, tenant, resident or any of their guests or licensees shall make or permit any disturbing noises in the building by himself, his family, employees, agents, visitors, and licensees, nor do or permit anything by such persons that will interfere with the rights, comfort, or convenience of the other Unit Owners or residents. No Unit Owner, tenant, resident or any of their guests or licensees shall play upon or suffer to be played upon any musical instrument, or operate or suffer to be operated a television, radio, or sound amplifier in his Unit in such a manner as to disturb or annoy other occupants of the Condominium. All parties shall lower the volume as to the foregoing after 10:00 p.m. on weekdays and 11:00 p.m. on weekends.

13. No sign, advertisement, notice or other lettering shall be exhibited, displayed, inscribed, painted, or affixed in, on or upon any part of the Condominium Unit or Condominium Property by any Unit Owner, tenant, resident or any of their guests or licensees without written permission of the Association or as otherwise provided in the Declaration.

14. The Association must retain a duplicate key to all units. In the event the Unit Owner fails to supply a duplicate key, and entry into the Unit by the Association is permitted in accordance with the Florida Condominium Act, Declaration, Articles, By-Laws or these Regulations, the Association shall not be responsible for any costs or expenses incidental to a forced entry into the Unit. The agents of the Association and any contractor or workman

authorized by the Association may enter any Unit at any reasonable hour of the day for any purpose permitted under the terms of the Florida Condominium Act, Declaration of Condominium or By-Laws of the Association, including for the purposes of inspection; making necessary or agreed repairs, alterations, or improvements; supplying agreed services (including pest control if applicable); or determining the existence of suspected or reported violations of the Condominium Documents. Under ordinary circumstances., entry will only be made after pre-arrangement with the respective Unit Owner or the occupant of the Condominium Unit. Nothing herein shall relieve the Association of its duty of ordinary care in carrying out its responsibilities, nor from its negligence or willful activities that caused damage to a Unit Owner's property.

15. Lockouts: As a courtesy, if the authorized occupant is locked out of their unit and the management office is open, management may let the authorized occupant into the unit upon showing picture identification confirming identity and residence. If the management office is closed, you will have to contact a locksmith and cover your own costs. Security and front desk staff are not authorized under any circumstance to let anyone into a unit. Only management office personnel may do so as set forth herein.

16. Complaints regarding the Condominium or any Association employee shall be made in writing to the Association management office.

17. No flammable, combustible, or explosive fluid, chemical or substance shall be kept in any Unit or Limited Common Element assigned thereto. No personal articles or property shall be allowed to stand in any driveways, hallways, Common Elements or Limited Common Elements, including rugs, entry mats, etc.

18. Payments of monthly assessments shall be made through ACH (Autopay), Click pay (e-check, free of charge), Bill pay through your bank, or mail the coupon to the lockbox of the Association. Electronic mail (e-mail) payment processing is strictly prohibited. As a courtesy, owners may physically drop off a check at the management office to an officer of the office. Payments of regular assessments are due on the first (1st) day of each month and have a grace period of ten (10) days or later.

19. The Condominium Unit shall be used solely for purposes consistent with applicable zoning laws. No trade, business, profession, or other type of commercial activity may be conducted in or from any Condominium Unit, other than telecommunicating/Zoom style work that does not involve unusually high numbers of deliveries and which does not require regular visits from business invitees.

20. A Unit Owner shall not permit anything to be done or kept in his Condominium Unit which will increase the insurance rates on his Unit, the Common Elements, or any portion of the Condominium or which will obstruct or interfere with the rights of other Unit Owners of the Association.

21. Advance arrangements shall be made with the Association before moving furniture or bulky personal belongings into or out of the building.

- 22.** No solicitors are to be permitted on the Condominium Property at any time except by individual appointment with residents. Residents may not distribute marketing or advertising door to door other than campaigning material per Florida Law.
- 23.** Unit Owners are responsible for any damages to the Common Elements or Limited Common Elements caused by themselves, their family, guests, invitees, lessees, and persons, including the costs associated with any spills or dropped substances or items in the common areas caused by themselves, their family, guests, invitees, lessees, or other individuals associated with their unit.
- 24.** There are additional use restrictions in the Declaration of Condominium.
- 25.** The Board of Directors of the Association reserves the right to make additional or amend these Rules and Regulations as may be required from time to time.
- 26.** Rules and Regulations as to the use of the recreational facilities shall be posted, and each Unit Owner, tenant, resident as well as their family, guests, and invitees, shall observe all such Rules and Regulations.
- 27.** The use of gas-fired or charcoal-fired cooking grills is prohibited in the units, common elements and limited common elements. There is no cooking allowed of any kind on balconies.
- 28.** The Association must approve any flooring placed in the Units other than carpeting.
- 29.** In the event any Rule or Regulation heretofore set forth or hereinafter promulgated, or any sentence, clause, paragraph, phrase, or word thereof is determined to be invalid or unenforceable, all remaining provisions or portions thereof shall be and shall remain in full force and effect.
- 30.** All Residents are to use their access cards to enter the building for everyone's safety and the safety of the community. Please carry your cards with you to avoid a security check at the Front Desk.
- 31.** All guests are required to sign in at the Front Desk.
- 32.** Access cards are to be provided by the management office only. Unauthorized duplication of your personal access card is expressly prohibited.
- 33.** Smoking/Vaping in the common elements, hallways, elevator, lobby is strictly prohibited.
- 34.** Scooters, bicycles, or similar apparatus must be either carried through the lobby or may be wheeled in through receiving and must be transported in the service elevator.

EMERGENCY REPAIRS

- 35.** Unit owners must make repairs to any portion of the unit, limited common element or other property for which they are responsible and which may cause damage to other units or the common areas as soon as practicable. In no event may such repairs take longer than 24 hours. The unit owner must immediately notify the Association of any such situation and must make every effort to shut off water or make other arrangements to mitigate the damage. Should the unit owner fail to timely take such action, the Association may (but is not obligated

to) make such repairs in order to mitigate damage to the condominium property, the unit, other units or the common elements. The unit owner shall be responsible for any expenses related to Association's repairs or efforts taken due to the unit owner's failure to timely do so.

BALCONIES

36. No Owner shall allow anything whatsoever to fall from the windows, balcony, or doors of the premises; nor shall he sweep or throw from the premises any dirt or other substance into any of the corridors, halls or balconies, elevators, ventilators, or elsewhere in the building or upon the grounds.

37. No wind chime shall be placed in balcony/patio areas.

Balconies shall not be used for storage. Only patio style furniture is allowed, and a maximum of 2 plants that must be secured to ensure they do not fall off the balcony. The type, color or design of chairs and other items of furniture and furnishings that may be placed and used, on any balcony may be determined by the Board of Directors of the Association and a Unit Owner shall not place or use any item upon any balcony without the approval of the Board of Directors of the Association.

TRASH

38. Refuse/trash and bagged garbage shall be deposited only in the trash chute or in the trash room. All refuse/trash must be bagged in sealed garbage bags.

39. No boxes or bags are to be left on the floor of a trash room. Any bags that do not fit in the trash chute must be taken downstairs to the lobby trash room.

40. Boxes may not be sent down the trash chute and must be broken down and flattened and brought to the garbage room. DO NOT FORCE oversized bags through the chute.

41. No bulk items may be thrown out through chute or left in garbage room.

FITNESS CENTER RULES

Anyone using the fitness center and the equipment does so at *their own risk*. The Association assumes no liability. HOURS: Daily 6:00am – 10:00pm

42. The Fitness Center is for the exclusive use of Parc Central Aventura South residents.

43. For safety reasons, the Fitness Center is restricted to residents over 16 years of age.

44. Appropriate clothing and footwear are required at all times.

45. Replace weights and other equipment in their correct location.

46. Food is not permitted in the fitness center. Beverages are permitted only in plastic bottles or covered containers.

47. Smoking/Vaping is not permitted

48. Please limit use of equipment to 30 minutes when someone is waiting to use the equipment.

- 49. Machines are to be wiped clean by the user after use.
- 50. A towel is required for use in the fitness center.
- 51. Do not make repairs or modifications to any piece of Association equipment.
- 52. Do not drop or bang weights, stomp on treadmills, or otherwise abuse the equipment. PLEASE respect the residents who live right above the gym and next door, let's be respectful.
- 53. Radios, music players, etc. must be used with headphones. No music may be audibly played, even when the fitness center is empty. You must play your music on your headphones.
- 54. All problems or equipment in need of repair should be reported to the PCS management Office during office hours or to the front desk after office hours.
- 55. Misuse of the equipment, improper conduct, or lack of respect for the rules and regulations can result in a fine.

PET RULES

56. Except for small domestic birds or fish, each Unit Owner (regardless of the number of joint owners) may maintain as household pets in his Unit, subject to the reasonable rules and regulations promulgated by the Association, either one domesticated dog, which, when fully grown shall not exceed the weight of 25 pounds, or two domesticated cats or two domesticated dogs, which, when fully grown will not exceed a combined weight of 50 pounds provided such pets are: (i) permitted to be so kept by applicable laws and regulations, (ii) not left unattended on balconies or any other area outside the Unit, (iii) generally not a nuisance (as determined by the Association) to residents of other Units or of neighboring buildings and (iv) not a pit bull or other such breed considered to be dangerous by the Board of Directors in their sole and absolute discretion. No animals of any kind shall be kept under any circumstances in a unit, or allowed upon the Condominium Property, except by prior written consent of the Board of Administration of the Association. 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 violation shall fully indemnify and hold harmless the Board of Directors, each Unit Owner, and the Association in such regard. Pets are not permitted on any portion of the Pool Deck.

Any landscaping damage or other damage to the Common Elements and/or the Limited Common Elements caused by a Unit Owner's pet must be promptly repaired by the Unit Owner. The Association retains the right to effect said repairs and charge the Unit Owner. Therefore, this Section pertaining to pets shall not be amended in any way which would cause those original Owners who brought pets meeting the requirements of this Section upon the Condominium Property and in the Units from keeping those pets.

57. Pet Waste: It shall be the duty and responsibility of each pet owner to clean up after pets that have deposited droppings on any part of the Condominium or the public street abutting or visible from the Property and properly dispose of any animal waste.

When pet accidents occur, pet owners are expected to properly remove all waste and clean the area immediately to prevent long-term stains and odor. This extends to visitors with pets. Failure to do so will result in fines or removal of pets by the Board. Fines will be issued to the

Resident/Unit Owner/Tenant associated with pet waste anywhere in the Common Elements.

58. Use common courtesy to your neighbors, some people have allergies, fears or just don't like pets. This is everyone's home, and we must respect every neighbor's boundaries.

59. Before any pet may reside in the building, it must be registered with the Association's Management Office. Registration requirements include: a photo of the pet(s), proof your dog is licensed and up to date vaccinations (which must be updated annually with the management office). You may be required to bring your pet for a visual observation.

60. The dog(s) must wear the rabies license tag.

61. A \$500 refundable pet security deposit is required prior to bringing a pet into the unit. The deposit will be returned when you move out provided the pet has caused no damage to the common elements.

62. All pets must be on a leash while outside your unit (includes corridor on your floor). Furthermore, Miami-Dade Leash Laws specify:

"When a dog goes off private property, it must be leashed at all times. Dogs are not permitted to roam free off private property."

63. The service elevator must be used for transporting dogs except when a move is taking place. Then the passenger elevator may be used. You must *carry the pet or have the pet on a short leash*.

64. A pet must not be a nuisance to other residents.

65. No pets are allowed in the lobby unless they are being carried. Otherwise, they may be walked in through receiving.

66. No pets are allowed in the pool areas, gym, or recreation areas.

67. The Resident pet owner is responsible for any damage to landscaping or other property damages.

68. A pet must not be left unattended on balconies or any other area outside the unit.

69. Violations of any of these rules will result in a penalty of \$100 per incident and you may be requested to remove the pet from the property permanently.

70. Unit Owners shall be liable to each and all other Condominium Occupants, their families, Guests and invitees for any unreasonable noise or damage to persons or property caused by any animals brought or kept upon the Property by an Occupant or by members of their Family, Tenants or their Guests.

71. Any Occupant who keeps or maintains any pet upon the Property shall be deemed to have indemnified and agreed to hold the Association, its directors, officers, agents, and the Declarant free and harmless from any loss, claim, or liability of any kind or character whatsoever arising by reason of keeping or maintaining such pet within the Property.

72. Pet Removal: The Board shall have the right to require that any pet, which, in the Board's opinion is in violation of the Rules and Regulations, be permanently removed from the premises upon seven (7) days written notice. If the Owner or Occupant fails to do so, the Board may remove the pet.

73. Dangerous Pets: The Board shall have the right to require that any pet which, in the Board's opinion, endangers the health or security of any Owner or Occupant of a Unit or creates a nuisance or unreasonable disturbance, be permanently removed from the Property upon seven (7) days written notice. If the Owner or Occupant fails to do so, the Board may remove the pet.

74. Any pet which, in the Board's sole discretion, presents an immediate danger to the health, safety, or property of any Owner or Occupant of a Unit may be removed without prior notice to the pet's owner.

75. *Any visiting dogs MUST ADHERE TO ALL OF THE ABOVE RULES.* You must register your visiting pet with the condo management office and pay the same required fees. Security will turn away any pet that violates any of the above provisions.

SOCIAL ROOM RULES

76. Social Room hours are 8am-8pm and available to all Residents.

77. Social Room Reservations are allowed with 5 business day notice, deposit, and reservation agreement.

78. Reservations of the social room are allowed Friday-Sunday 10AM-10PM and Mon-Thursday 9AM-8 PM

79. The Social Room MAY be reserved for a resident event but cannot be used for business purposes.

RENTAL RULES

80. The following requirements exist for leases of units:

80.1 No unit may be leased and no leases may be renewed without prior written approval of the Association. .

80.2 Completed applications for lease, together with all required information and fees must be submitted to the Association at least 15 days prior to intended start date of the lease or renewal.

80.3 A transfer fee of \$150 per applicant must accompany the application for lease. For the purpose of calculating the fee, spouses or a parent or parents and any dependent children are considered one applicant. However, no transfer fee will be charged if the lease or sublease is a renewal of a lease or sublease with the same lessee or sublessee.

80.4 An interview may also be required prior to approval.

80.5 Good Cause reasons for disapproval of leases are listed in the Declaration, as amended. In addition, a credit score of less than 650 in the applicant may constitute good cause reason for disapproval.

80.6 The minimum lease term for any lease is 30 days.

80.7 No move in may occur without prior written approval of the lease and without scheduling a move in date.

80.8 The following forms must be completed and submitted:

Application for Lease and submission of applicable fees

Copy of Picture Identification

Lease Agreement and Lease Addendum signed

Lease Application/Transfer Fees
Vehicle Registration Form

Elevator reservation, floor protection and security fee for move.

Bicycle Registration

Move In/Move Out and Large Item Delivery Policy Form

Parcel Receipt Authorization Form

Rules and Regulations Acknowledgment Signed

Pet Documentation (If Applicable)

Registration (\$500 refundable pet deposit)

Letter from Veterinarian (with contact) with Pet Weight, or
anticipated max weight; and confirmation of up-to-date
vaccinations

80.9 A copy of the Lease Addendum and Required Lease Forms and Process is attached hereto and adopted herewith.

81. Renters have full use of the facilities. Owners will be held responsible for the actions of their guests or renters. Any damage to the Property will be the joint and several responsibility of the owner and tenant.

82. Renters and guests are subject to all of the Association's Governing Documents, including the Rules adopted by the Board of Directors. It is the responsibility of the Owner to

see that a copy of the House Rules is given to each renter/guest. Subletting by renters is not permitted and only entire units may be rented (no room rentals).

83. If the unit is occupied by a tenant and the unit owner becomes delinquent in paying any monetary obligation due to the Association, the Association may make a written demand that the tenant pay to the Association the subsequent rental payments and continue to make such payments until all monetary obligations of the unit owner related to the unit have been paid in full to the Association. The tenant must pay the monetary obligations to the Association until the Association releases the tenant or the tenant discontinues tenancy in the unit.

MOVE IN/OUT AND LARGE ITEM DELIVERY RULES

84. All moves or delivery of large items must be done with a professional moving company. Please be sure you allow for enough time with your company. Moving is only allowed between 9:00 am and 4:30 pm. NO EXCEPTIONS. Moving arrangements will be discussed at the time of orientation.

85. All moves and large item deliveries must be scheduled through the management office so the freight elevator can be secured.

86. Advance arrangements shall be made with the Association before moving furniture or bulky personal belongings into or out of the building. Please do not transport heavy or large items through the front entrance.

87. Fees to hire a security guard to oversee the move, to reserve the service elevator and the cost of plastic vinyl to cover the corridor carpet must be paid prior to the move or large item delivery.

VENDOR RULES

88. A construction application with the following documents must be submitted in its entirety to the Management office to begin the process of any renovation or modification of a Unit:

88.1 Any and all applicable permits

88.2 The project supervisor that will be overseeing the work (i.e., Unit Owner, contractor, interior decorator) and all contractors and sub-contractors working in the Unit

88.3 The work plans.

88.4 Licenses for any contractor that will be working in the Unit (see below)

88.5 Insurance documentation for all contractors working in the Unit (see below)

89. Licensed Architecture or Engineering Review: Depending on the type of work being proposed, the Association may require the review of the plans by a licensed engineer or architect at the Unit Owner's expense.

- 90.** Association Review Period: The application review process may take - but is not limited to - two to four weeks.
- 91.** Review Completion: No work may begin until the Association review is complete.
- 92.** Permit Display: Any permit required for the work must be displayed on the outside of the Unit until the project ends.
- 93.** Fee and Deposit: A \$1,000.00 refundable security deposit is due for all work within the Unit. The security deposit will be held by the Association until the final approval and permit are closed in the event that damage occurs to the Limited or Common Elements. If the Association determines that the work requires review by an engineer or architect, the Unit Owner must pay the fee associated with such review and will also be required prior to commencing. If there is no damage to the Property, Limited or Common Elements, the security deposit will be returned in full. If there is damage, the Association will use the deposit to make any necessary repairs. The Unit Owner's liability is not limited to the deposit amount, however.
- 94.** License and Insurance Requirements:
- 94.1** Contractor License: Any contractor working in a Unit must hold any legally required contractor's license for the work he/she is undertaking.
 - 94.2** Insurance Coverage and Minimums: All contractors working in a Unit must maintain the following:
 - 94.3** Public Liability Insurance (General Liability), including completed operations, with a minimum of \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate.
 - 94.4** Workers' Compensation Insurance with a minimum of \$500,000.00;
 - 94.5** Automobile Liability Insurance, including non-owned automobiles with a minimum of \$1,000,000.00 per occurrence; and
 - 94.6** Excess Liability Insurance (Umbrella) with a minimum of \$1,000,000.00.

Notwithstanding any minimum amount requirements, no insurance coverage shall be less than the minimum amount required by law. Each such insurance policy shall, for the duration of the construction, name the Association and the Unit Owner requesting the work.

- 95.** All insurance policies shall contain a clause requiring thirty (30) days prior notification to the Association in the event such policy or bond is to be canceled, terminated or modified in any manner.
- 96.** Indemnification: The requesting Owner shall be fully responsible for compliance with such laws and, as a condition of approval, specifically agrees to indemnify the Association against any liens or other encumbrances occasioned by the work.
- 97.** Contractors, Vendors and Cleaning Services are not permitted to work on weekends. Work is permitted Monday through Friday between the hours of 9:00 a.m. to 4:00 p.m. **Please**

notify your vendor of this rule in advance.

98. Building Access: The owner must e-mail the Management office to allow Building access. This rule applies to family members. No entry is granted without prior written authorization.

99. Contractors are required to wear booties/protective shoe wear through common areas.

100. License and Insurance: License and insurance information must be provided to the management before the subcontractors will be given permission to commence work.

101. Notification of Construction Crews to the Site: The contractor, sub-contractors or owner of the unit must submit a specification plan and authorization form to the Manager at least 5 business days in advance. This will allow staff to protect elevators, common areas and to review the plans to ensure compliance.

102. Sub-contractors' Parking: Loading and unloading of construction materials, furniture, etc., must be done from designated area. No large moving trucks are permitted on the entrance ramps or Lobby (Ground Floor) Entrance Level. Vendors are required to park vehicles in designated parking area. Vendors must register at the Management Office on Lobby floor and obtain a Vendor Parking Pass. Vendors are to use padded elevators only.

103. Specifications: A copy of specifications outlining the exact procedure, color, and material to use in any unit alteration in order to remain uniform throughout the property may be obtained at the Management Office and must be followed. (Written approval must be obtained from the Board of Directors for the following trades: 1-Hurricane Shutters 2-Floor tile for correct underlayment.)

104. Trash Removal: Trash (such as: used furniture, bicycles, computers, used appliances, construction debris, etc.) generated from any resident, vendor, contractor, or sub-contractor may not be disposed of on the Property, (including no placement in any condo dumpsters).

105. Responsibility for Damage to Building: Grout or thin set may not be disposed of in the unit plumbing. Workers will be expected to remove their own material. Sub-contractors are not to leave or perform any work in the common areas. Trades using material such as paint, tile, woodwork, etc., must neatly lay heavy paper or plastic from the elevator door to the unit in order to prevent any damage to carpet. All common areas will be inspected at the end of each day. The cost of any repairs to the common area or to the other units will be assessed to the owner.

Any vendor found to be in violation of these guidelines will not be permitted to return to the property until the violation has been corrected and payment has been made for damages.

PACKAGE DELIVERY POLICY

106. Each unit is allowed a maximum of 84 packages per month. The daily limit is 3 packages, and the weekly limit is 21 packages. Residents are not permitted to exceed these limits. Any attempt to exceed the daily, weekly, or monthly package allowance will result in the return of excess packages at the resident's expense. Only packages addressed to residents whose names

are registered in the system will be accepted and stored.

Large packages must be picked up within 4 hours after notification by the Association. Any package not picked up within 7 days after notification by the Association shall be discarded.

FEES

Access Cards: Initial \$50.00, replacement if it stops working \$25.

Barcode: Initial \$40.00, if you purchase a new vehicle/replacement \$10.

Pet deposit: \$500

Elevator Reservation: \$250

Motorcycle parking: Payments for motorcycles shall be made directly to the association – (not the valet company). The fee is \$150 annually.

OFFICIAL RECORDS REVIEW RULES AND POLICY

107. Records Defined. The official records, also referred to herein as “records,” available for inspection are those designated by the Act, as the official records of the Association. Certain records of the Association must be retained, but are not available for inspection pursuant Section 718.111(12)(c)5., Florida Statutes, as amended from time to time.

107.1 Records Available. No records other than those defined above shall be available for inspection, unless the Board determines it to be in the best interest of the Association to make such records available for inspection.

107.1.1 The official records must be maintained in an organized manner that facilitates inspection of the records by a Unit Owner. So long as and when required by the Act, the Association must post digital copies of the documents specified in Section 718.111(12)(g)2., Florida Statutes, as amended from time to time, on a website or an application that can be downloaded on a mobile device. The Association may also retain the official records of the Association in paper form or in another electronic format if not legally required to be posted on the website. If retained electronically, and not on the website, the official records must be maintained in a computerized format readable with customary programs used in computers of consumers. All official records that are retained electronically must be properly scanned so as to be legible and complete.

107.2 Persons Entitled to Inspect. Unit Owners have the right to inspect the records of the Association as permitted by law. Tenants may inspect certain records, as provided by law. All references in these Rules to Unit Owner will include record title holders and a Unit Owner’s authorized representative, and Tenants or other authorized representative where applicable. If a Unit is owned by a corporation, limited liability company, partnership, trust, or other entity, the Unit Owner shall be considered the person or persons authorized to vote for the Unit pursuant to the provisions of the Declaration of Condominium, Articles of Incorporation, and/or Bylaws of the Association, and applicable law.

107.3 Inspection.

107.3.1 A Unit Owner desiring to inspect records shall submit a written request by U.S. Mail or Certified U.S. Mail, Return Receipt Requested, therefore to the Association at the mailing address of the Association, pursuant to the most recent online records of the Florida Secretary of State, Division of Corporations.

Requests by hand delivery, facsimile transmission, electronic mail (e-mail), or other means do not comply with these Rules, unless the email request is sent to the following email address: recordsrequest.parccentralsouth@gmail.com

Verbal requests do not comply with these Rules.

In order to facilitate fulfilling the records request, it is recommended that the written request specify the particular records the Unit Owner desires to inspect, including pertinent dates or time periods in sufficient detail to permit the Association to retrieve the exact records requested.

A Unit Owner’s inspection request shall be deemed received as follows. If sent by regular U.S.

Mail, five (5) days after the date of post-mark on the letter transmitting the request. If by U.S. Certified Mail, Return Receipt Requested, on the date that the receipt card was signed for by the Association. If by email to the email address above, then on the date of transmission.

107.3.2 Inspection of records shall be restricted solely to those records designated in the written request for inspection and shall be conducted solely by the Unit Owner signing the inspection request, or his or her authorized representative. No inspection of any other records shall be permitted. Notwithstanding the foregoing, if there is an additional request while inspecting the records, such records shall be requested in writing and hand-delivered to the Association's representative at the inspection, and the Association shall have an additional ten (10) working days to provide access from the date of hand-delivery.

107.3.3 A Unit Owner shall not submit more than one (1) written request for inspection of records within ten (10) working days from the last request made by the Unit Owner. Any request submitted more frequently shall be null and void.

107.3.4 Inspections of records shall be conducted at the office where the Association's records are maintained or at such other location as may be designated by the Association. Records must be made available for inspection in Miami-Dade County or within forty-five (45) miles of the Condominium. When a Unit Owner appears to inspect records, they shall be provided with a Checklist, generally in the form attached to these Rules as **Exhibit "A"** or similar form, designating which records are being made available for inspection. If records requested by the Owner are not being made available for inspection, said records shall be so noted. No Unit Owner shall remove original records from the location where the records are inspected. No marks or alterations shall be made on original records.

107.3.5 Records shall generally be made available for inspection by the Association on or before the tenth (10th) working day after receipt by the Association of the written request for inspection. This time frame may be extended upon agreement of the Unit Owner or for good cause. In addition, this time frame may be extended on the agreement of the parties or in the event the records are so voluminous, or otherwise in such condition as to render this time frame unreasonable. The Association shall notify the Unit Owner in writing (including e-mail) that the records are available and the location of the records and request that the Unit Owner schedule a date and time for such inspection. The Association may also propose a time and date for the inspection. Inspection shall be made only during normal Association business hours, or during the normal business hours of the location of inspection if other than the Association office. For the purposes herein, "working day" means Monday through Friday, exclusive of federal, state, and local holidays in which the office of the Association or office where the records are being made available for inspection is closed. For purposes herein, "normal business hours" shall be the hours the Association office is customarily open, or the hours the location where the records are to be inspected is customarily open, or if there are no customary hours of operation, then 9:00 A.M. to 12:00 P.M. and 1:00 P.M. to 5:00 P.M., all on a working day. No Unit Owner shall be entitled to inspect records for more than twelve (12) hours cumulatively in any calendar month.

107.3.6 If, during inspection, a Unit Owner desires to have a copy of a record, the Unit Owner shall designate in a separate writing, which record, or portion thereof, for which a copy is desired, or, in the alternative, shall designate such record by use of a clip or tab upon the page(s) desired. Not more than one (1) copy of each record requested shall be provided. If the location where the records are being inspected or stored has a copy

machine capable of making copies of the records designated, and the Owner has requested copying of 25 or less pages of records, then copies of the records shall be available contemporaneously with the inspection. If, however, the records to be copied exceed 25 pages, or there is no copy machine at the location where the records are being inspected or stored capable of making copies of the records designated, the Association may send the records out for copying by an outside source, such as a commercial copying company or make the copies at the location of the records, but available for later pick-up. If copied at the location where the records are kept, copies in excess of 25 pages shall be made available for pick-up by 5:00 P.M. within three (3) working days from the date of the inspection, the day of inspection not counting in calculating this deadline. Copies made by an outside source shall be available as soon as a copying service can reasonably pick-up, copy and return the records to the location where the records are being inspected or stored. Photocopies will be available at the place records are kept or produced for inspection. **Unit Owners requesting copies must arrange for pick-up of records. The Association has no obligation to mail or otherwise deliver copies to any place.**

107.3.7 The Association shall allow a Unit Owner to use a portable device, including a smartphone, tablet, portable scanner, or any other technology capable of scanning or taking photographs, to make an electronic copy of the official records in lieu of the Association's providing the Unit Owner with a copy of such records. The Association may not charge a Unit Owner for the use of a portable device.

107.3.8 A Unit Owner shall pay the reasonable expense of copying. In the event the copies are made by the Association, the cost shall be twenty-five cents (\$.25) per page. If copies are made by outside vendors, actual costs shall be charged to the Unit Owner. Payment in advance for the cost of copies shall be required. No copy of a record shall be made unless and until payment for the copy is received.

107.3.9 If records are kept on computer format, the Association shall, subject to the restrictions hereof, print such records to paper, upon the request of the Owner and may charge for such printing, in accordance with the procedures set forth above. The Owner shall be entitled to possession of the printed page upon payment. The Association may, but shall not be obligated to, allow Unit Owners to access the Association's computer system. If the Association provides access to records through a computer supplied by the Association or the office in which records access is being conducted, the Person inspecting the records shall not e-mail the records inspected to any other computer, person, or e-mail account, review other content or programs on said computer, nor otherwise in any fashion download, forward, or otherwise transmit or manipulate the data he or she reads during the inspection of the records by review on electronic mail, internet or computerized format.

107.3.10 The Association may comply with its obligation to make records available for inspection by providing them to the Unit Owner by electronic mail, the internet, a website operated by or on behalf of the Association, an application on a mobile device, or making them available in a computerized format readable with customary programs used in computers of consumers. If the Association provides the records in such format, it must simultaneously provide the Owner with a Checklist, generally in the form attached to these Rules as **Exhibit "B"** or similar form, designating which records have been provided in one of the methods described herein. If records requested by the Owner are not being made available through one of the methods described herein, said records shall be so noted and the Owner will be given the opportunity to inspect the records as provided herein, unless the record is (1) not accessible to Unit Owners; (2) not an official records of the Association, or (3)

lost, destroyed or otherwise not available. If the Association provides the records in such format, the Association is not required to do so in the future.

107.4 Manner of Inspection.

107.4.1 For purposes hereof, a Unit Owner and the Unit Owner's authorized representative shall be considered one (1) Person.

107.4.2 Except as otherwise provided herein, if inspection is requested by any Person other than a record Owner of the Unit, said request shall not be recognized by Association unless and until the record Owners of the Unit designate such Person, in writing, as their authorized representative, or unless such Person is an Attorney at Law, admitted to practice in the State of Florida.

107.4.3 All Persons inspecting or requesting copies of records shall conduct themselves in a courteous manner and shall not interfere with the normal operation of the Association office and the duties of their personnel, or the office where the records are otherwise inspected or copied, nor the duties of their personnel. The Association office, or office of inspection, may assign a staff person or other Person to assist in the inspection and all requests for further assistance and copying during inspection shall be directed to that staff person.

107.5 Enforcement of Inspection Rules.

107.5.1 Any violation of these Rules may result in the immediate suspension of the inspection.

107.5.2 Any requests for inspection not complying with these Rules need not be honored.

107.5.3 The Board may take whatever appropriate legal action is available against any Person who fails to comply with these Rules.

107.5.4 Nothing in these Rules shall be construed as a limitation or restriction upon any of the Association's rights or remedies, or act as an election of remedies. All rights and remedies available to the Association shall be cumulative.

The President of the Association, or the Manager (under the direction of the President), has the authority to interpret and implement the provisions of these Rules and make decisions and judgments arising hereunder without need for Board approval on a case-by-case basis. The Association shall have the right to waive the requirements of these rules for good cause and the waiver in one instance shall not constitute a general waiver or waiver in any other case with the right to require adherence to the policies contained herein.

UNIT OWNER INQUIRIES POLICY

108. An "inquiry" is defined as a question, which specifically requests a written response from the Association. Citation to the above-referenced statute is adequate.

108.1 An inquiry will be deemed received by the Association, on the next business day following the day on which a duly-authorized representative of the Association signed for the certified letter of inquiry to the Association addressed to the President of the Association at the mailing address for the Association, or the Association's Registered Agent, pursuant to

the most recent online records of the Florida Secretary of State, Division of Corporations.

108.2 All responses of the Association shall be in writing, and shall be deemed effective when deposited in the United States Mail, postage pre-paid, to the address of the Unit Owner, per the Official Records of the Association, or the address contained on the document constituting the inquiry, including e-mail response, if chosen by the Association.

108.3 The Association is only obligated to respond to one (1) written inquiry per Unit owned in any given 30-day period. The Association shall respond to each pending inquiry, as required by law. A Unit Owner's submission of more than one (1) inquiry per Unit owned during a thirty (30) day period, or the inclusion of more than one (1) inquiry in a single piece of correspondence, shall result in the Association only responding to the first inquiry received, or one (1) inquiry contained in multiple inquiries in such order as the Association chooses. In such a case, any additional inquiry or inquiries will be responded to in the subsequent thirty (30) day period, or periods, as applicable, in such order as the Association deems appropriate.

108.4 Should any Unit Owner inquiry involve privileges pertaining to pending or potential litigation, matters subject to the attorney-client or work product privilege, or matters which involve any other legally cognizable privilege, the Association shall not be obligated to provide a substantive response to the Unit Owner if such would result in a waiver or violation of any privilege.

108.5 Certified inquiries shall not be used as a means to request inspection of the Official Records of the Association. Unit Owners may request inspection of official records as provided by law and any applicable rule of the Association.

108.6 Any violation of these Rules shall be deemed a violation of a rule of the Association and shall subject the Unit Owner to all remedies provided by Florida Law and the Condominium Documents with respect to same, including the levy of fines or suspension of common area use rights.

PARC CENTRAL AVENTURA SOUTH CONDOMINIUM ASSOCIATION, INC.

OFFICIAL RECORDS CHECKLIST FOR IN-PERSON INSPECTION AND COPYING

DATE OF INSPECTION: _____

OWNER: _____

RECORDS MADE AVAILABLE:

1. _____.
2. _____.
3. _____.
4. _____.
5. _____.

IF MORE THAN 5 RECORDS ARE BEING MADE AVAILABLE FOR INSPECTION, THEY ARE LISTED ON A SEPARATE SHEET OF PAPER, SO IDENTIFIED, AND ATTACHED HERETO.

RECORDS NOT MADE AVAILABLE:

1. _____.
2. _____.
3. _____.
4. _____.
5. _____.

IF MORE THAN 5 RECORDS ARE NOT BEING MADE AVAILABLE FOR INSPECTION, THEY ARE LISTED ON A SEPARATE SHEET OF PAPER, SO IDENTIFIED, AND ATTACHED HERETO.

Signature of Association's
Agent

Signature of Owner

This checklist complies with the requirements of Section 718.111(12)(c)1.b., Florida Statutes.

Exhibit "A" to Rule Regarding Inspection of Records

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PARC CENTRAL AVENTURA SOUTH CONDOMINIUM ASSOCIATION, INC.

**OFFICIAL RECORDS CHECKLIST FOR RECORDS PROVIDED VIA E-MAIL OR ASSOCIATION WEBSITE OR
OTHER ELECTRONIC MEANS**

DATE OF ASSOCIATION RESPONSE: _____

OWNER: _____

RECORDS SENT VIA E-MAIL OR AVAILABLE ON ASSOCIATION WEBSITE OR OTHER ELECTRONIC MEANS:

1. _____.
2. _____.
3. _____.
4. _____.
5. _____.

IF MORE THAN 5 RECORDS ARE BEING MADE AVAILABLE FOR INSPECTION, THEY ARE LISTED ON A SEPARATE SHEET OF PAPER, SO IDENTIFIED, AND ATTACHED HERETO.

*RECORDS NOT SENT VIA E-MAIL OR NOT AVAILABLE ON ASSOCIATION WEBSITE OR OTHER ELECTRONIC MEANS:

1. _____.
2. _____.
3. _____.
4. _____.
5. _____.

IF MORE THAN 5 RECORDS ARE NOT BEING MADE AVAILABLE FOR INSPECTION, THEY ARE LISTED ON A SEPARATE SHEET OF PAPER, SO IDENTIFIED, AND ATTACHED HERETO.

* These records are available for inspection at the office where the Association's records are maintained or at such other location as may be designated by the Association, except if such record is (1) not accessible to Unit Owners, (2) not an official record of the Association; or (3) the record is lost, destroyed, or otherwise unavailable.

Signature of Association's Agent

This checklist complies with the requirements of Section 718.111(12)(c)1.b., Florida Statutes.

Exhibit "B" to Rule Regarding Inspection of Records

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