



GALLERYone Fort Lauderdale – A DoubleTree Suites by Hilton

2670 E Sunrise Boulevard

Fort Lauderdale, FL 33304

T 954-565-3800

INSTRUCTIONS FOR ORDERING AN ESTOPPEL FROM THE HOTEL

Residential units selling at the Gallery One Hotel will need an estoppel from both the association, Associa – Association Services of Florida, and the Hotel's management company, Doubletree Suites by Hilton.

To obtain an estoppel from the Hotel, please email the estoppel form to the Condo Accounting Manager, Krysta DiBenedetto: Krysta.DiBenedetto@Hilton.com

Estoppels are completed and returned within 5 business days.

There is no estoppel fee for the Hotel.

All monies collected at closing for any Shared Costs owed to the Hotel must be cut on a separate check made out & mailed directly to:

Gallery One Hotel
Attn: Krysta DiBenedetto
2670 E Sunrise Blvd
Fort Lauderdale, FL 33304

****Important** Please ensure that the funds are sent to the Hotel at the address noted above and not to the association.** The association is completely separate from the Hotel, so please do not send monies for Shared Costs owed to the Hotel to the association.

Please see additional document, "Associa Estoppel Request", for further instructions to obtain any resale forms from the association.

See the next page for further important notes.



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ADDITIONAL NOTES

Annual HOA dues and Monthly Shared Costs are two separate expense items. HOA dues are collected by the association, whereas Monthly Shared Costs are collected by the Hotel. Monthly Shared Costs are due to the Hotel on the 1st of each month.

Buyer must be made aware of the Prospectus for Gallery One Condominium and Declaration of Gallery One Condominium for rules and regulations of the Hotel and their unit. The Hotel offers a Unit Management Agreement option that a majority of unit owners are enrolled in. For more details on how to join the hotel program, please contact our Owner Relations Manager, Alicia Castano, at GalleryOne.OwnerRelations@Hilton.com.

A copy of the warranty deed and completed closing documents will need to be emailed to Krysta.DiBenedetto@Hilton.com in order for the condo system to be updated. The Hotel will also need an updated unit permitted occupants list, signed and dated, upon closing. A blank form is attached for the buyer's convenience. They can refer to section 2.32 in the Declaration of Gallery One Condominium for more information.

The Hotel manages access to the condo units in the building through use of a key card, solely issued at the Hotel's front desk, as this is a Condo Hotel. In order to issue key cards, a reservation request needs to be submitted through an online platform.

Please note to the buyer to reach out to the Owner Relations office at the Hotel at GalleryOne.OwnerRelations@Hilton.com for any questions they may have and to set up their account after closing.

Contact Information

Krysta DiBenedetto

Condo Accounting Manager

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Fort Lauderdale, FL 33304

T 954-565-3800 ext 213 | D 954-335-4613