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THE RONEY PALACE CONDOMINIUM ASSOCIATION, INC.
RULES REGULATIONS REGARDING RENTALS AND ACCESS CARDS

These Rules and Regulations are published and were established to provide a measure of harmony and order within the Association and to protect the health, safety, welfare, and comfort of all residents. The Board wishes to establish rules, enforcement policies, and procedures so that it may fairly and consistently enforce the governing documents and ensure that owners are not in violation of any laws, ordinances, and/or regulations of any government authorities having jurisdiction over the property.

1. No unit owner shall advertise, list, or promote the occupancy or use of a unit for periods of less than thirty (30) days. "Advertise, list, or promote" shall mean any form of communication for marketing or used to encourage, persuade, or manipulate viewers, readers or listeners for the purpose of promoting the occupancy of a unit for a period of less than thirty (30) days, as may be viewed through various media, including, but not limited to, newspaper, magazines, flyers, handbills television commercial, radio advertisement, outdoor advertising, direct mail, blogs, websites, or text messages.
2. No unit shall be leased or rented without the prior written approval of the Association.
 - A. All leases must be done in the uniform form of lease as authorized by the Board of Directors.
 - B. Should a unit owner wish to lease his or her unit, he or she shall deliver to the Association's Management Office a filled out tenant application with a copy of the executed lease agreement.
 - C. All tenant applications must identify all the individuals, including any children, that will reside in a unit under a lease and any change to the unit's residents during the term of the lease must be notified to the Association by the owner and the tenant.
 - D. No lease shall be approved if the unit owner is more than sixty (60) days delinquent in paying a fee, fine, or other monetary obligation due to the Association until unit owner has brought his or her account current and up to date.
 - E. Owner must provide proof of a current homeowners' insurance policy naming the Association as an additional insured prior to being able to obtain approval of any proposed lease.
 - F. The Association may reject a proposed tenant or guest that has previously been a guest of any unit within the Association or previously resided in any unit within the Association and previously failed to comply with any provision of the Association's Declaration of Condominium, the Association's By-laws, or the Rules and Regulations of the Association and/or previously violated any City of Miami Beach laws, ordinances, or regulations.
3. Any owner who wishes to rent his or her unit for periods of less than six months and one day must obtain the proper approvals, permits, and/or licenses required by the City of Miami Beach, including, but not limited to, a short-term transient license from the City of Miami Beach Finance Department, or Business Tax Receipt, and approvals from the City of Miami Beach Building Department, Zoning Department, and Fire Department, as well as any applicable permits and/or licenses from Miami-Dade County and the state of Florida.
4. Guest access cards will only be issued for up to fourteen (14) days at a time.



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5. The guest registration form must be filled out and provided to the Association at least three (3) business days in advance of the guest's arrival. If there is a guest access card fee due, it must be paid prior to the issuance of any guest access card. Guest requests for arrivals after office hours or on weekends must be sent to the Association at least three (3) business days in advance with photos. Guest request forms can be found at www.RoneyPalaceCondo.com under "Documents."
6. Guest access card fees shall be as follows:
 - A. The guest access card fee for the first twenty (20) guest access cards issued for a unit in a calendar year (cards 1-20) shall be \$0.00.
 - B. The guest access card fee for all additional guest access cards issued for a unit in a calendar year (cards 21 et seq.) shall be \$50.00 each.
7. No Unit shall be occupied by more than the legal occupancy limit for that Unit. Pursuant to the Life Safety Code (NFPA 101, Table 7.3.1.2), there is a limit of one person per every 200 square feet in a residential unit. The number of residents, tenants, or overnight guests allowed within a unit at any one time shall be limited to one person per every 200 square feet of interior living space within that unit.
 - A. The number of active owner, resident, tenant, and/or guest access cards issued to a unit at one time shall not exceed this limit. For example, a 1,000 square foot unit can only have five (5) active access cards at a time.
 - B. For purposes of determining the legal occupancy limit within a Unit, one person per every 200 square feet of interior living space within that unit shall mean that the number of persons allowed in any one unit shall only increase when the next square foot threshold is met (i.e., a 780 square foot unit shall be limited to three persons, a 810 square foot unit shall be limited to four person, etc.).
8. If a unit owner, or a unit owner's tenant, guest, or invitee, fails to comply with any provision of the Association's Declaration of Condominium, the Association's By-laws, or the Rules and Regulations of the Association, the Association may suspend, for thirty (30) days, the right of a unit owner, or a unit owner's tenant, guest, or invitee, to use the common elements, common facilities, or any other Association property, including suspending any and all owner, resident, tenant, or guest access card privileges for such period of time.
9. If a unit owner is more than 90 days delinquent in paying a fee, fine, or other monetary obligation due to the Association, the Association may suspend the right of the unit owner or the unit's occupant, licensee, tenant, guest, or invitee to use common elements, common facilities, or any other Association property until the fee, fine, or other monetary obligation is paid in full.
10. If a unit is occupied by a tenant and the unit owner is 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.



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11. Resident cards shall only be provided to those individuals who (i) reside at the Association; and (ii) provide proof of residency within the Association acceptable to the Board of Directors, as determined by the Board of Directors in their sole and absolute discretion, and such other and further information concerning their residency as the Board of Directors may reasonably require to confirm said residency. Residents' minor children ages 12 or older shall also be eligible to receive a Resident Card.
12. Guests cannot bring any unregistered person(s) to the common areas of the Association.
13. All lease extensions or renewals must be approved prior to the end of the current lease term and a new Association application is required. All lease extensions or renewals must be done in the uniform form of lease as authorized by the Board of Directors.
14. No soliciting or loitering shall be allowed in the Association lobby or valet parking area. In the event that any Realtor, contractor, or other trade person(s) need to meet with any owner, resident, or tenant at the Association, other than in his or her unit, the owner, resident, or tenant shall instruct any realtor, contractor, or other trade person(s) to meet him or her in the management office.
15. Proper attire must be worn in the lobby, elevators, gym, and hallways at all times by all unit owners and/or the unit's occupant, licensee, tenant, guest, or invitee. Proper attire shall be defined as to require shirts or cover-ups and shoes and shall exclude bathing suits, beach clothing, house slippers, and housecoats. All persons shall be fully clothed (including shirts or cover-ups and shoes) and properly attired when appearing in any of the common areas except for the swimming pools.
16. All pets in transit within the Association common areas are to be carried or placed in an animal carrier at all times. All pets in transit entering and/or exiting the Association common areas must use the service elevator located on the first floor of the Association lobby.



Dear Owners,

In an effort to maintain control of the pet dog(s) in the property, a system along with new tags was implemented on April 15, 2011. This process helps security identify the status of pets and the right of the resident to have the pet on property.

All pet dogs that meet Association requirement, but are not service dogs, will be issued a blue numbered tag. The Association documents allow for up to three pets not to exceed in total weight 25lbs at maturity. A Pet Registration Form will need to be filled out (or updated if we have one for your pet already on file).

All qualified service dogs will be issued a red numbered tag. A Medical Certification Form, available from the Management Office, must be completed by a medical professional under penalty of law for false statements (Florida Commission on Human Relations Medical Certification).

The new tags will cost the person registering the pet \$10.00 to absorb the registration and tag expense. For those residents that we have on file that have given a deposit for the previous tag, this will be accepted as payment.

ALL pet/service dogs must be reregistered at this time and will be required to wear the new tags at all times on the Property.

While the Roney is a pet friendly building, it is important that the rules be followed. To allow loose enforcement would create many issues that I have seen in other buildings that we do not want to be forced to deal with. Please be conscious of your neighbor's rights with regards to your pet(s).

RULES AND REGULATIONS

1. The sidewalk, entrances, passages, if applicable, vestibules, stairwells, corridors, halls and all 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 carriage, bicycles, shopping carts, chairs, benches, tables or any object of similar type and nature be stored therein. Children shall not play or loiter in the halls, stairways, elevators, or other public areas. For security purposes all doors leading from the building to the outside of the garages into the elevator lobbies or stairways or the Condominium building shall be closed at all times and shall not be propped open.
2. Exterior apartment doors must not be blocked or otherwise left open.
3. The personal property of all unit owners shall be stored within the Condominium units or assigned storage areas.
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 linens, cloth, clothing, curtains, rugs, mops or laundry of any kind or other articles be shaken or hung from any 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. 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.
6. Refuse and bagged garbage shall be deposited only in the area provided. All refuse must be bagged and sealed in garbage bags.
7. Water closets and other water apparatus and plumbing facilities in the Condominium shall not be used for any purpose other than those for which they were constructed. Any damages resulting from misuse of any such items in the Condominium unit or elsewhere shall be paid for by the unit owner in whose unit it shall have been caused by the unit owner, family, guest, servant, lessee or other person who is on the Condominium property pursuant to the request of the unit owner shall have caused such damage.
8. 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.
9. The parking facilities shall be used in accordance with the regulations therefore adopted from time to time.
10. The type, color and design of the chairs and other items of furniture and furnishings that may be placed and used where applicable in any terrace or balcony may be determined by the Board of Directors of the Association and a unit owner shall not place or use any item where applicable upon any terrace or balcony without the approval of the Board of Directors of the Association.
11. The exterior of the Condominium units and all other exterior areas appurtenant to the Condominium unit including but not limited to balcony, walls, railings, ceilings, or doors shall not be painted, decorated or modified by unit owners in any manner without prior consent of the Association.
12. Nothing including, but not limited to radio or television aerials or antennas, 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 or projected out of any window, door or balcony of any unit without the prior written consent of Association. 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.

13. No interior of a Condominium unit shall be altered in any manner as such would have an effect on the structural elements of the building or its electrical, mechanical, plumbing, or air conditioning systems or common or limited common elements without the prior written consent of the Association.
14. No unit owner shall make or permit any disturbing noises in the building by himself, his family, servants, employees, agents, visitors, and licensees nor do or permit anything by such persons that will interfere with the rights comfort or convenience of the unit owners. No unit owner shall play upon or suffer to be played upon any musical instrument or operate or suffer to be operated a phonograph, 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 11:00 pm of each day. No unit owner shall conduct or permit to be conducted vocal or instrumental instruction at any time.
15. No sign, advertisement, notice or other lettering shall be exhibited, displayed, inscribed, painted, or affixed in, on or upon any part of a Condominium unit owner or occupant without the written consent of the Board of Directors of the Association or as otherwise provided in the declaration.
16. No awning, canopy, shutter, or other projection shall be attached to or placed upon the outside walls or doors or roof of the building without the written consent of the Board of Directors of the Association.
17. The Association may retain a pass-key to all units. In lieu of a pass-key the Association shall have a duplicate key. In the event the unit owner fails to comply either a pass-key or duplicate key, or entry into the unit by the Association is permitted in accordance with the declaration articles, by-laws or these regulations. The Association shall not be responsible for any costs or expenses incidental to a forced entry into a 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 declaration of the Condominium or by-laws of the Association. Entry will only be made after a 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 neither.
18. Complaints regarding the service of the Condominium shall be made in writing to the Association.
19. No flammable, combustible or explosive fluid, chemical or substance shall be kept in any unit or limited common assigned thereto or storage area except such as are required for normal household use.
20. No bicycles, scooters, baby carriages, similar vehicles, toys, or other personal articles shall be allowed to stand in any of the common elements. None of the foregoing items shall be conducted in or from any residential Condominium unit.
21. The residential Condominium unit shall be used solely for the purposes consistent with applicable zoning laws. No trade, business, profession, or other type of commercial activity may be conducted in or from any residential Condominium unit.
22. A unit owner shall not permit or suffer 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.
23. Advance arrangements shall be made with the SLMA (Sandy Lane Master Association) Receiving's office before moving furniture or bulky personal belongings in or out of the building.
24. Rugs, mats, etc may not be placed outside the Condominium unit entrance door.
25. No solicitors are to be permitted on the Condominium property at any time except by individual appointments with residents.

26. Unit owners are responsible for any damages to the common elements or limited common elements caused by themselves, their family, their guests, invitees, servants, lessees, and persons who are on the property because of such unit owner.
27. Provisions in the nature of rules and regulations are specified in the declaration of the Condominium and the protective covenants and restrictions.
28. The Board of Directors of the Association reserves the right to make additional rules and regulations as may be required from time to time. These additional rules and regulations shall be binding as all other rules and regulations previously adopted.
29. Rules and regulations as to the use of recreational facilities shall be posted and each unit owner as well as his family, guests and invitees shall observe all rules and regulations.
30. In the event any rule or regulation set forth or hereinafter promulgated or any sentence, clause, paragraph, phrase or word thereof is determined to be invalid or enforceable, all remaining provisions or portions thereof shall remain in full force and effect.
31. Pet may be kept in a unit. No pet shall be allowed to commit a nuisance in any public portion of the Condominium building grounds. The term "pets" shall be limited to dogs, cats, birds and tropical fish. All other animals are expressly forbidden unless otherwise allowed by the Association. The total weight of all pets belonging to the unit owner shall not exceed twenty five (25lbs). No more than one (1) pet is allowed per unit, tropical fish excluded. Pets shall not be allowed on the balcony of a unit unless the unit owner is present. No pets are permitted in the lobby or pool areas. Pets must be carried through the garage area and must be carried in designated service elevator if any.

Receiving Hours of Operation:

The Receiving Department opens for deliveries and package pickup daily to ensure that the needs of all residents, guests, departments and partners are met with speedy service, accurate distribution and professionalism. The hours of operations are strictly enforced as to provide a high level of security to one of the largest entrances with a high potential for loss and theft. Any use of the loading dock and receiving entrance must be monitored by receiving personnel at all times. Any use of the loading dock and receiving entrance after hours must be approved prior to the use and must be monitored by security personnel. Unauthorized use will not be tolerated my result in disciplinary action being taken to the parties involved. The Monday thru Friday hours of operation are from 8:30 a.m. to 4:30 p.m.

Roney Policies:

Hours of Operations:

- The hours available to Roney residents to schedule deliveries and provide access to contractors are Monday thru Friday 8:30 a.m. – 5p.m. Please be advised that no delivery will be allowed to start after 4:30 p.m. and contractors found in the building after 5:00 p.m. will be denied access the following day.

Deliveries:

- All residents have right to have delivered anything approved by the association. All deliveries need to be scheduled and must be scheduled a minimum of 48 hours prior to delivery.
- All unscheduled deliveries will be turned away no exceptions. Any delivery person who becomes disorderly or shows up without the proper equipment to make the delivery will void the reservation and will not be allowed to deliver for a minimum of 48 hours.
- Upon arrival all persons assisting in the delivery must present a valid ID to receiving; receiving will create a temporary ID for the visitor which will allow them access to the hallways and unit in which they are delivering to. Any delivery personnel found in an area they are not permitted to be in will be escorted off the property immediately. Upon completion of the delivery receiving will exchange the temporary ID for the original.

Contractors:

- All owners have the right to renovate their units with the approval of the association. Approval may take more than 48 hours so a week notice would be advised. The following process must be followed for a unit owner to schedule a renovation:
- All owners must seek the approval of the association with the “Architectural Modification Form” and provide the Association with all information to include the company who will be performing the work, the company’s license and proof of insurance, worker’s compensation plan, a list of the company’s employees who will be entering the building and for how long they will require access.
- All contractors are required to schedule all use of the loading dock and elevator to bring in or out any equipment needed for the renovation. Any unscheduled use will be denied and may result in loss of entry privileges for the day. In addition, all contractors are required to cover the carpet in the hallways whenever transporting debris or materials to or from a unit.
- All owners must submit a refundable \$1,000 (one thousand dollar) check deposit made out to Roney Palace Condo. The deposit is for the protection of the hallways and elevators and to ensure adherence to the times constraints given to the delivery. Deductions will be made from the deposit for any damages and overtime charges at the discretion of the Association. The check must be in possession of the Roney Palace Association 48 hours prior to the arrival of the contractor. No check will be accepted the day of the arrival. All checks must be picked up after the work has been completed by the person who wrote the check.

Move In/Out:

All owners have the right to rent out their units with the authorization and approval of the association. A renter is responsible for making all necessary reservations and deposits prior to moving in and should be notified by the management office of all such procedures. The procedures for move in/out are as follows.

All renters must submit a refundable \$500 (five hundred dollars) check deposit made out to Roney Palace Condo. The deposit is for the protection of the hallways and elevators and to ensure adherence to the times constraints given to the move in/out. Deductions will be made from the deposit for any damages and overtime charges at the discretion of the Association. The check must be in possession of the Roney Palace Association management office 48 hours prior to the move in/out. Because a renter moving out can simply cancel a check when they move out and leave damages unpaid all renters who will be moving out will be required to submit their deposits in the form of a cashier’s check or money order. All check must be picked up after the move has been completed by the person who wrote the check.

Package Pickup:

Receiving has the responsibility of logging in and keeping track of all packages received for and distributed to guests. When a FEDEX, UPS or DHL driver comes to the building they are to first make an attempt to delivering the packages to the actual unit. If a unit owner is not available the courier is required to place a tag on the door that they were there to deliver a package and the package can be picked up at a later time at the receiving office. All packages which are delivered to the receiving office are to be logged into the database known as the "Delivery Tracking Chart". All pertinent information is to be recorded including the carrier, date, time, number of packages, resident's name, tracking number and whether or not they have received the notice that a package has been delivered. Once the resident has received and signed for the package receiving must mark down in the system not only that it has been distributed but who it was given to and when it was given to them. All of this information is absolutely necessary to prevent loss and thefts of packages.

Parking:

Parking in the loading dock is strictly prohibited, with the exception of two areas controlled by the receiving and are for the following uses.

Dock Restrictions:

The following restrictions are in place to ensure safety and smooth operations with a little inconvenience to others as possible. Under no circumstances will any of these restrictions ever be broken.

- No trucks over 13 feet are permitted to enter the loading dock.
- No truck may exceed 40 feet in length without prior notification and permission.
- No trucks with trailers are permitted without prior notification and permission.
- No forklifts are permitted to be used at the loading dock.
- No POD's are permitted as moving containers for residents.
- No personal vehicles IE pickup truck/ minivan/ car is permitted for moving in/out for residents.
- Late deliveries are given a low priority to those who arrive on time, space will be made to accommodate when available.
- No parking is ever available within the loading dock; any violators will immediately be towed.
- Receiving reserves the rights to deny/ cancel any reservation should the parties involved become disorderly or show without the proper equipment to complete the job in a reasonable time.

Trash:

Under no circumstances is trash to ever be left on the loading dock, in the hallways adjacent to the loading dock or around compactor. This is a highly unsanitary practice and is reason for disciplinary action. Any and every time this occurs the security footage will be reviewed and the parties responsible will be reported to all levels of management.