



Welcome to 1100 Millecento Residences! To complete your Residency Registration, please complete this form so your move-in is not delayed. Once we have received and processed your complete registration (up to 5 business days), you can then schedule your move-in. Please reference your unit on all payments.

Please provide the following:

- _____ Photo Identification: A legal photo I.D. must be presented for each occupant.
- _____ Fully Executed Lease or Purchase Contract: Each occupant over 18 years of age must be listed as a lessee.
- _____ Fully Executed Occupancy Check List, Registration, and Forms. We need all 5 pgs.
- _____ Please submit a criminal history report for each occupant dated within 30 days of the lease
This can come from your local police department, realtor's company, or other.
- _____ Submit a Common Area Deposit equal to one month's rent to 1100 Millecento Residences by way of **Cashier's check or Money Orders**. We recommend this be given by the owner. (This will be refunded after you move-out).
- _____ Have your movers submit a Certificate of Insurance with our requirements from page 6.
- _____ **Optional** - Should you want to use the elevator exclusively for your move-in, a \$150.00 elevator operator fee can be made payable to 1100 Millecento Residences.
- _____ Submit a copy of your vehicle registration and a photo of the vehicle showing the plate.

How many adults will reside in this unit? _____ How many minors will reside in this unit? _____

Does anyone registering have a disability? ☐ Initial: _____

The owner should be providing you an access fob(s) and or parking sticker. If not, they can be purchased.

- \$50.00 for each access fob, if needed. (check, credit card, or Venmo to @Millecento. Max one fob per Resident)
- \$50.00 for each Parking Access Device, if needed. (check, credit card, or Venmo to @Millecento)

List the name and phone number of who we will communicate with regarding registration completion.

Name: _____ Phone: _____ E-mail: _____

LEASE ACKNOWLEDGEMENT AGREEMENT FOR UNIT #_____

I hereby acknowledge that I will abide by the Rules, Policies, and Regulations set forth by 1100 Millecento. I understand that I am personally responsible for my actions as defined in Florida Statute 718.303, "Actions for damages or injunctive relief for failure to comply with these provisions may now be brought against any tenant leasing a unit, rather than the owner". I agree that I am subject to the Declaration of 1100 Millecento Residences Condominium Association, Inc. and it's Declaration. Failure to comply with terms and conditions thereof shall be a material default and breach of the lease agreement. I/We understand that this registration must be completed in its entirety, and declare that the information provided is true and correct. Willful misrepresentation will void any lease, contract or agreement entered into in connection with this registration. I/We release the Association, their agent(s) and members from any loss, expense or damage, which may result directly or indirectly from registration.

Dated: This _____ day of _____, 202__.

* **Owner** or Authorized Representative Signature

Print Name

COMMON AND LIMITED COMMON ELEMENT SECURITY DEPOSIT

I/we am/are aware that a common element deposit is required payable to 1100 Millecento Residences Condominium Association, Inc. equivalent to one month's rent amount. This deposit will be held in a non-interest-bearing account. I/we understand that the Association must be provided a written request for refund of the deposit and shall have 15 working days after to the tenant(s) has/have vacated the premises to return my security deposit. I/we understand that the refund shall be payable to the person(s) or entity that appears on the original check submitted.

* **Owner(s)** Signature(s)

Date

Tenant (s) Signature(s)

Date

AUTHORIZATION FOR RECEIVING/SIGNING FOR PARCELS, DELIVERIES, OR MAIL

THE UNDERSIGNED, the tenant(s) of Unit listed above (the "Unit") of 1100 Millecento Residences Condominium Association, Inc., (the "Association") hereby authorizes the personnel employed by the Association to accept, receive and sign for any parcels, deliveries, and/or mail addressed to the Unit, without imposing any liability thereon for the condition or substance of any such parcels so received. The undersigned (jointly and severally, if more than one) hereby release, indemnify and hold harmless the Association and its directors, officers, agents and employees, lessees, guest and invitees from and against all claims, damages, losses, liabilities and expenses including attorney's fees, at both the trial and appellate level, arising from this Authorization, including, but without limitation to, liability arising from the misplacement of parcels, and/or the negligence of the Association, its employees or agents in such regard. This indemnification shall extend to all claims, liabilities and damages, including consequential damages, losses and expenses attributable to damages, theft or injury to and destruction of real or personal property.

TENANT INITIALS: _____

KEY POLICY ACKNOWLEDGEMENT

The Management Office will not provide keys or access to your Unit for insurance and liability reasons. Private arrangements should be made by the Resident to provide keys to service personnel, family, assignees, employees, REALTORS, guests, or individuals of any kind. The Association assumes no liability or responsibility to provide keys or access to the Unit. The set of keys maintained by the Association will ONLY be used in the event of an emergency. Lock-outs and misplacement of or lost keys are not defined as an emergency. The Association assumes no liability or responsibility to provide keys or access to the Unit.

TENANT INITIALS: _____

MOVE IN/OUT AND DELIVERY POLICY

All move-ins, move-outs, and deliveries, must be scheduled with the Management Office. Please contact the Management Office at (786) 329-5710. Notice for move-ins and move-outs must be given at least two (2) weeks prior in order to schedule a reservation for the elevator. Please re-confirm your move-in/out and large deliveries one (1) week in advance. All other small deliveries not requiring more than one (1) elevator trip must be scheduled at least 24 hours in advance. Reservations are made on a first-come, first-serve basis. Only one (1) Unit will be permitted to reserve the elevator for a block of time up to 3.5 hours (either 9:00 a.m.-12:30 p.m. or 1:00 p.m.-4:30 p.m.) with a maximum of two (2) Units allowed to perform a move per day. Moves must be 100% completed and their corresponding delivery vehicle(s) removed from the premises no later than 12:30pm or 4:30pm, respectively. Elevator protective panels must be installed prior to moving. Deliveries, including move-ins, are only permitted Monday through Friday between the hours of 9:00am to 4:30pm. Weekend deliveries and/or moves are not permitted unless approved by the Association. Moving companies must provide proof of liability insurance with a minimum coverage limit of One Million Dollars (\$1,000,000.00). Movers must be compliant with the CONTRACTOR & VENDOR REQUIREMENTS FORM. If any damage occurs, the Association and or its management agents, in their sole discretion, will charge the Unit Owner's maintenance assessment account for any damage-requiring repair. Moving vehicles are permitted to park in designated areas only if they fit and if there is availability. Moving companies may have to park on a nearby street and then bring items through the sidewalk. Any assembly work must be performed inside the apartment or off the premises. The common areas are not available as a work area for delivery persons. All pallets, boxes, and packing materials (bubble wrap, foam, shrink wrap, etc.) must be removed by delivery personnel. Boxes can be disposed of by being broken down and brought to the Recycling bin on the ground level. No disposal of any packing materials is permitted on your floor or down the trash chute. Please call the Front Desk 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.

OCCUPANT INITIALS: _____

ACKNOWLEDGEMENT AND ACCEPTANCE OF RULES & REGULATIONS AND USE RESTRICTIONS

I hereby agree for myself and on behalf of all persons who may use the Unit which I seek to lease that we will abide by all the restrictions contained in the Declaration of Condominium, By-Laws, Rules and Regulations, Condominium Documents, and other restrictions of 1100 Millecento Residences Condominium Association, Inc.

EXECUTED THIS _____ day of _____ 202_____

Print Name: _____ Sign: _____ (On behalf of all residents of unit)

REAL ESTATE AGENT INFORMATION

Listing Agent E-mail: _____

Renting Agent E-mail: _____

OCCUPANCY REGISTRATION FOR UNIT# _____**Occupant Information**

Name:

Phone:

E-mail:

Current address:

Own Rent (Please circle)

Monthly payment or rent:

How long?

Employment Information

Current employer:

Employer address:

How long?

Phone:

Supervisor:

Position:

Hourly Salary (Please circle)

Annual income:

Emergency Contact (Optional)

Name of a person not residing with you:

Address:

Phone:

Co-occupant Information

Name:

Phone:

E-mail:

Current address:

Own Rent (Please circle)

Monthly payment or rent:

How long?

Co-occupant Employment Information

Current employer:

Employer address:

How long?

Phone:

Supervisor:

Position:

Hourly Salary (Please circle)

Annual income:

I attest that the information contained herein is true and answered to the best of my ability.

Signature of occupant:

Date:

Signature of co-occupant:

Date:

Please list the names and dates of birth for any minors that will be residing.**SIGNATURE** _____ **DATE** _____*Co-occupant***SIGNATURE** _____ **DATE** _____

PERMANENT VEHICLE/PARKING REGISTRATION

Each unit comes with one parking. Additional parking is available on a first come first served basis at \$225.00 per month.

Vehicle 1

Owner Name: _____

Make _____ Model: _____ Year: _____ Color: _____

License Plate State and Number: _____ Parking Assignments: 1ST # _____ Sign: _____

DISABLED PARKING

The disabled parking spaces are to be used on a first-come, first-served basis. They are not considered an additional parking space. A disability parking permit must be clearly displayed at the front of the vehicle and not expired. The vehicle cannot be stationed in such a space if the person being transported has left the building. The City of Miami may issue citations, and/or the vehicle may be towed.

Disability Permit Information: _____

Vehicle 2 Where will this vehicle be parked? _____

Owner Name: _____

Make _____ Model: _____ Year: _____ Color: _____

License Plate State and Number: _____

PET REGISTRATION

Pet 1: Type of Pet: ☐Dog ☐Cat ☐Bird ☐Other: _____

Pet's Name: _____ **Age:** _____ **Weight:** _____ **Breed:** _____

Pet's License/Tag Number: _____ Color: _____ Sex: ☐ Male ☐ Female

Pet Description: _____

Pet 2: Type of Pet: ☐Dog ☐Cat ☐Bird ☐Other: _____

Pet's Name: _____ **Age:** _____ **Weight:** _____ **Breed:** _____

Pet's License/Tag Number: _____ Color: _____ Sex: ☐ Male ☐ Female

Pet Description: _____

******* Please attach a recent photo and vaccination records of the pet(s) to this form. *******

Pets may only be walked in paths and areas designated for such purposes. No pet may pass through the Lobby unless it is held in its owner's arms or on a leash. I am aware of the 1100 Millecento Residences Condominium Association, Inc. rules, regulations and restrictions regarding pets on the property and agree to abide by them.

Signature: _____ Date: _____

MOVING & DELIVERY COMPANY INSURANCE REQUIREMENTS

It is required for the company that will be delivering or completing you move in/out provide the association with the Certificate of Insurance.

Moving/Delivery companies must provide proof of liability insurance with a minimum coverage limit of One Million Dollars (\$1,000,000.00). Must also have Workman's Comp coverage. NO EXCEPTIONS.

- Under Description of Operations:
Certificate Holder is an additional insured on the General Liability policy.
Blanket waiver of subrogation endorsement applies.
- The Certificate Holders:
1100 Millecento Residences Condominium Association
1100 South Miami Avenue Unit #
Miami, FL 33130

Moving/Delivery trucks cannot be more than 11 ½' in height and 26' In length.

This protect the association against any damages or liabilities cause while they are delivering/working in the building.

If you will not be using a moving company, please disregard the information above.