

# THE WOODS CONDOMINIUM

c/o TMG Property Management  
3303 W. Commercial Blvd., Suite 170  
Ft. Lauderdale, FL 33309  
O 954-782-7820 | F 954-782-7823

**Attached is the application for residency at The Woods Condominium. Please be sure that the applicant(s) review the application entirely prior to completing and submitting to TMG Management.**

**If the application is submitted without all fees, fully completed forms, additional documents & photo identification required, the application will not be accepted at the time of delivery.**

**All forms, even if repetitive are required to be fully completed and submitted when delivering the application with the exception of the restrictions / rules & regulations.**

# **Application for Residency Checklist**

**\*\*please note that a separate application & application fee will be required for non-married applicants who are 18 years of age and above.**

**\$100.00 Application Fee (per person or per married couple) made payable to The Woods Condominium in the form of a money order or cashier's check.**

\_\_\_\_\_ Application & Authorization Form (fully completed)

\_\_\_\_\_ Sales Contract or Lease Agreement

\_\_\_\_\_ Copy of Identification (driver license or passport)

\_\_\_\_\_ Marriage Certificate (applies to married couples only if last names differ)

\_\_\_\_\_ Copy of Current Vehicle Registration

**READ FIRST:** Complete all questions and fill in all blanks. All information supplied is subject to verification. If any question is not answered/left blank, or answered falsely, this application may be returned, not processed, and/or not approved. Missing information will cause delays. Once submitted, order can be cancelled but your fee will not be refunded. Rev. 06/2014

**\*\* THIS APPLICATION IS FOR A SINGLE PERSON OR A MARRIED COUPLE ONLY! \*\***

### APPLICATION FOR OCCUPANCY

Association Name: \_\_\_\_\_

Circle one: Purchase - Lease - Occupant - Unit.# \_\_\_\_\_ Bldg.# \_\_\_\_\_ Address applied for: \_\_\_\_\_

Full Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

Circle One: Single - Married - Separated - Divorced - How Long? \_\_\_\_\_ Other legal or maiden name \_\_\_\_\_

Have you ever been convicted of a crime? \_\_\_\_\_ Date (s) \_\_\_\_\_ County/State Convicted in \_\_\_\_\_

Charge (s) \_\_\_\_\_

Applicant's Cell Number(s) \_\_\_\_\_ Applicant's Email Address \_\_\_\_\_

Spouse \_\_\_\_\_ Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

Other legal or maiden name \_\_\_\_\_ Have you ever been convicted of a crime? \_\_\_\_\_ Date (s) \_\_\_\_\_

County/State Convicted in \_\_\_\_\_ Charge (s) \_\_\_\_\_

Spouse's Cell Number(s) \_\_\_\_\_ Spouse's Email Address \_\_\_\_\_

No. of people who will occupy unit – Adults (over age 18) \_\_\_\_\_ Description of Pets \_\_\_\_\_

Names and ages of others who will occupy unit \_\_\_\_\_

In case of emergency notify \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

#### **PART I – RESIDENCE HISTORY**

A. Present address \_\_\_\_\_ Phone \_\_\_\_\_  
(Include unit/apt number, city, state and zip code)

Apt. or Condo Name \_\_\_\_\_ Phone \_\_\_\_\_ Dates of Residency: From \_\_\_\_\_ to \_\_\_\_\_

Circle one: Own Home - Parent/Family Member - Rented Home - Rented Apt - Other \_\_\_\_\_ Rent/Mtg Amount \_\_\_\_\_

Are you on the Lease? \_\_\_\_\_ If not, who is the leaseholder? \_\_\_\_\_ Are you on the Deed? \_\_\_\_\_ If yes, under what name? \_\_\_\_\_

Name of Landlord \_\_\_\_\_ Phone \_\_\_\_\_ Email address \_\_\_\_\_

Circle one: Is your Landlord the: Owner of the property - Realtor - Family Member - Roommate - Property Manager - Other \_\_\_\_\_

B. Previous address \_\_\_\_\_  
(Include unit/apt number, city, state and zip code)

Apt. or Condo Name \_\_\_\_\_ Phone \_\_\_\_\_ Dates of Residency: From \_\_\_\_\_ to \_\_\_\_\_

Circle one: Own Home - Parent/Family Member - Rented Home - Rented Apt - Other \_\_\_\_\_ Rent/Mtg Amount \_\_\_\_\_

Were you on the Lease? \_\_\_\_\_ If not, who is the leaseholder? \_\_\_\_\_ Were you on the Deed? \_\_\_\_\_ If yes, under what name? \_\_\_\_\_

Name of Landlord \_\_\_\_\_ Phone \_\_\_\_\_ Email address \_\_\_\_\_

Circle one: Is your Landlord the: Owner of the property - Realtor - Family Member - Roommate - Property Manager - Other \_\_\_\_\_

C. Previous address \_\_\_\_\_  
(Include unit/apt number, city, state and zip code)

Apt. or Condo Name \_\_\_\_\_ Phone \_\_\_\_\_ Dates of Residency: From \_\_\_\_\_ to \_\_\_\_\_

Circle one: Own Home - Parent/Family Member - Rented Home - Rented Apt - Other \_\_\_\_\_ Rent/Mtg Amount \_\_\_\_\_

Were you on the Lease? \_\_\_\_\_ If not, who is the leaseholder? \_\_\_\_\_ Were you on the Deed? \_\_\_\_\_ If yes, under what name? \_\_\_\_\_

Name of Landlord \_\_\_\_\_ Phone \_\_\_\_\_ Email address \_\_\_\_\_

Circle one: Is your Landlord the: Owner of the property - Realtor - Family Member - Roommate - Property Manager - Other \_\_\_\_\_

**PART II – EMPLOYMENT REFERENCES**

**\*Include a recent copy of an earnings statement to expedite processing\***

- A. Employed by \_\_\_\_\_ Phone \_\_\_\_\_  
 Dates of Employment: From: \_\_\_\_\_ To: \_\_\_\_\_ Position \_\_\_\_\_ Fax \_\_\_\_\_  
 Monthly Gross Income \_\_\_\_\_ Address \_\_\_\_\_
- B. Spouse Employed by \_\_\_\_\_ Phone \_\_\_\_\_  
 Dates of Employment: From: \_\_\_\_\_ To: \_\_\_\_\_ Position \_\_\_\_\_ Fax \_\_\_\_\_  
 Monthly Gross Income \_\_\_\_\_ Address \_\_\_\_\_

**PART III – BANK REFERENCES**

**\*Include a recent copy of a bank statement to expedite processing\***

- A. Bank Name \_\_\_\_\_ Checking Acct. # \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Fax \_\_\_\_\_
- B. Bank Name \_\_\_\_\_ Savings Acct. # \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Fax \_\_\_\_\_

**PART IV – CHARACTER REFERENCES (No Family Members)**

1. Name \_\_\_\_\_ Home Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
 Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_
2. Name \_\_\_\_\_ Home Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
 Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_
3. Name \_\_\_\_\_ Home Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
 Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_
4. Name \_\_\_\_\_ Home Phone \_\_\_\_\_  
 Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
 Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_

Are you using a realtor? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes: Realtor's name \_\_\_\_\_  
 Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_

Driver's License Number (Primary Applicant) \_\_\_\_\_ State Issued \_\_\_\_\_

Driver's License Number (Secondary Applicant) \_\_\_\_\_ State Issued \_\_\_\_\_

Make \_\_\_\_\_ Type \_\_\_\_\_ Year \_\_\_\_\_ License Plate No. \_\_\_\_\_

Make \_\_\_\_\_ Type \_\_\_\_\_ Year \_\_\_\_\_ License Plate No. \_\_\_\_\_

If this application is not legible or is not completely and accurately filled out, Associated Credit (and the Association) will not be liable or responsible for any inaccurate information in the investigation and related report (to the Association) caused by such omissions or illegibility.

By signing the applicant recognizes that the Association and Associated Credit will investigate the information supplied by the applicant, and a full disclosure of pertinent facts will be made to the Association. The investigation may be made of the applicant's character, general reputation, personal characteristics, credit standing, police arrest record and mode of living as applicable. This form is for the exclusive use of Associated Credit Reporting, Inc.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_ Spouse's Signature \_\_\_\_\_ Date \_\_\_\_\_

# ASSOCIATED CREDIT REPORTING, INC.

Established 1985

8795 West McNab Road, First Floor, Tamarac, Florida 33321

www.associatedcreditreporting.com

## \*\*\*AUTHORIZATION FORM\*\*\*

I/We hereby authorize **Associated Credit Reporting, Inc.** to obtain data to verify any and all information they request with regards to my/our Application for Occupancy, specifically the verification of my bank account(s), credit history, residential history, criminal record history, employment verification and character references.

I/We hereby waive any privileges I/we may have with respect to the said information in reference to its release to the aforesaid party. Information obtained for this report is to be released to the authorized party designated on the Application for Occupancy, for their exclusive use only. PLEASE INCLUDE COPY OF DRIVER'S LICENSE TO CONFIRM IDENTITY. If you do not have a driver's license, please include a copy of your Passport or current government issued identification card.

I/We acknowledge our rights as stated in the Fair Credit Report Act that I/we are entitled to a copy of the report upon proper written request and can dispute any inaccurate information for re-verification. I/We understand that Associated Credit Reporting, Inc. is not directly involved in the approval or denial of any applicant. The information received by Associated Credit Reporting, Inc. shall be held in strict confidence, protected as governed under the Fair Credit Reporting Act, and will never be released to any third party other than the designated recipient. I/We further understand that this is a non-refundable process.

By signing below, I/We further state the Application for Occupancy and Authorization Form were signed by me/us and was not originated with fraudulent intent by me/us or any other person and that the signature(s) below are my/our own proper legal signature. I/We certify (or declare) under penalty of perjury that I/We agree to the foregoing and; that all answers and information contained on the Application for Occupancy are true and correct and will hold Associated Credit Reporting, Inc. harmless from the result of the investigation.

\_\_\_\_\_  
(Applicant's Signature)

\_\_\_\_\_  
(Spouse's Signature)

\_\_\_\_\_  
(Applicant's Name Printed)

\_\_\_\_\_  
(Spouse's Name Printed)

\_\_\_\_\_  
(Date Signed)

\_\_\_\_\_  
(Date Signed)



The Woods Condominium  
Wilton Manors

## Rules and Regulations

### I. Residency & Sale/Lease of Units

A condominium unit owner intending to sell/lease their condominium unit shall give to the association notice of the intention to sell/lease their unit, together with the name, home address, of the intended purchaser/lessee. It is understood, all applications must be submitted with the consent of the unit owner. Consent may be verbal or in writing.

No owner will be automatically approved for purchase at The Woods by reason of a previous approval. If an owner has exhibited non-compliance with our Documents, and Rules and Regulations, shown disregard for members of the Association, and has committed violations against proper rules and procedures, said owner will be automatically denied of an additional unit, or units at The Woods.

1. Each application must be filled out completely and accompanied by:
  - a) A non-refundable check for \$100.00 made out to the association (applies to all applicants)
  - b) A legible copy of a Government issued Driver's License, or government issued ID, passport, or other official form of photo identification for each resident (applies to all applicants)
  - c) A copy of the purchase agreement or lease agreement
2. If there is more than one applicant to purchase or lease said unit, each one must complete the process, and must pay the \$100.00 non-refundable fee. The only exception is for legally married couples, with documentation; they will pay a \$100.00 combined fee; however, residences before marriage and spouses' birth name must be noted on the application.
3. An owner who leases their unit must furnish a lease along with each application. The owner or owner's agent is responsible for the completion of all paper work before presenting an application to the Condominium Association. Lease renewals must be reviewed and approved by the Association. Lease renewals will NOT be approved by the association if the current renter has any violations. The lease of a unit shall not discharge the owner thereof from compliance with any of his/her obligations and duties as an owner, then in such events the Association shall have all legal rights available which may include the right to terminate and cancel the lease and to bring the appropriate legal proceedings when necessary to compel compliance and that the cost involved in any legal proceeding including the cost of reasonable attorney's fees shall be the obligations of the tenant and owner, jointly and severally.
4. The Board of Directors has up to 15 days after all requested documentation is presented and screening report has been completed, to schedule an interview with applicants. Approval or disapproval will be given within 48 hours after said interview.
5. Any individual who wishes to move into a unit with an existing occupant must first get the owners approval (if applicable), fill out an application, pay the appropriate non-refundable application fee, and also be approved by the Board of Directors. Then, and only then, can the individual move in.
6. If a current resident owner/tenant, previously approved by the board, purchases or leases another unit, application, fee, screening and re-approval by the Board of Directors may not be mandatory; however, a lease/rental agreement or purchase agreement is required to be submitted.
7. If a tenant leaves or an owner sells, and then chooses to move back at a later date, the complete application process must be followed: a non-refundable fee of \$100.00, application, screening and re-approval by the Board of Directors is mandatory.
8. Only an owner, his/her duly authorized approved tenant or tenants may occupy a unit on a permanent basis.
9. No unit, or part thereof, shall be permitted to be used as a hotel room, transient apartment, and/or motel or any other purpose whatsoever, except as the personal residence of the owner or his duly authorized approved tenant(s).
10. The total number of persons in any unit will not be more than two (2) individuals per unit.
11. The owner is responsible to notify the Board of Directors in writing one week in advance of the intended arrival of any guest, who will be permitted to use the owner's unit in the owner's absence. Any guests must be aware and follow all existing rules and regulations. Owners will be held responsible and liable for any infringements on the rules and/or any damage caused by their guests. Guest will be allowed to stay for three weeks. Any additional time must be approved by the



**The Woods Condominium**  
**Wilton Manors**

Board of Directors, and will be given on a week-by-week basis, with a maximum of six (6) weeks. If circumstances warrant, and at the discretion of the board, further time may be allowed with permission from the Board of Directors and only on a case-by-case basis review after eight weeks. Any vehicles belonging to guests staying longer than three weeks must be registered with the Board of Directors. Any guest staying past the allowed time will be considered a permanent resident and must go through proper residency procedures as established by the Board of Directors.

12. All residents are required to provide the Association with a duplicate key, or appropriate entry information to their Units for retention and necessary use in accordance with the Declaration, Articles, By-Laws or these Rules and Regulations and pursuant to Florida Statute 718.111 (5). In the event the Unit Owner fails to supply a duplicate key or information on entry into the Unit, and entry into the Unit by the Association is permitted in accordance with the Declaration, Articles, By-Laws or Rules and Regulations, the Association shall not be responsible for any cost 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 Declaration of Condominium or By-Laws of the Association. Except in an emergency, entry will only be made after pre-arrangement with the respective Unit Owner or the occupant of the Unit. Nothing herein shall relieve the Association of its duty of ordinary care in carrying out its responsibilities, or from its negligence or willful activities that caused damage to a Unit Owner's property. To avoid accidental lock out problem, we advise you to ask a neighbor or a friend to keep a spare key for you. It is not a function of the Board of Directors to gain access for you in case of accidental lock out.
13. It is unlawful to remove, alter or disable any safety equipment whether inside a unit or outside. This is considered a third degree felony and is punishable with up to five years in prison.  
Fire alarm system in or outside units may not be painted over, moved or covered by any material.  
Fire marshals and system inspectors are to be given access to all units by law.
14. Window treatments that are visible from any Common Area must be in good repair. Window treatments shall consist of drapery, curtains, blinds, shutters, or decorative panels and be of solid color. No paper, aluminum foil, sheets, towels or other temporary window treatments are permitted, not to exceed two (2) weeks after a unit owner or tenant first moves into a unit or when permanent window treatments are being cleaned or repaired. No awnings, canopy, shade, window guards, light reflective material, ventilators, fans or air conditioning devices may be affixed to or placed upon the exterior walls or roof or any part thereof without the prior consent of the association. Portable AC units when in use should be vented through rear windows whenever possible. The vent should be painted a dark color to match the exterior window to preserve the exterior appearance of the building. A Portable AC may never drain outside the unit.
15. The following items are prohibited in the Condominium Unit interior without written approval of the Association: Hot Tubs, Water Beds, Washers and Dryers There will be a \$100 violation fee for illegally installing those items in any unit. The unit owner will be responsible for removing the equipment. If The Woods Condominium is involved in the removal of the equipment it will be at an additional cost determined at that time. Pursuant to the Association's Declaration, no unit owner shall make any alteration in the portions of a Unit or Condominium building which are to be maintained by the Association or remove any portion thereof or make any additions thereto or do anything which would jeopardize the safety or soundness of the building without express written approval. Moreover, Unit Owners may NOT make any alteration to any interior boundary wall, exterior wall, balcony or patio, screening, exterior door, windows, structural or load bearing member, electric service or plumbing service without obtaining approval in writing.
16. Official records requests must be made in writing to the property management company and may be viewed at property management office by appointment.

## **II. Absentee Owners**

1. When a unit is closed for any extended period of time (14 days or longer), unit owners must notify the Board of Directors as to the expected date of return. Owners must ensure that the Board has access to the unit in case of emergency. It is recommended to arrange for someone to check on the unit at least once a month for leaks, dried up toilet bowls and ensuring that there is no buildup of mold or mildew. It is always recommended to leave the air conditioner on – if only set at a higher temperature – to avoid humidity, especially during summer months.



The Woods Condominium  
Wilton Manors

### III. Rental Restrictions

The Woods Condominium Association allows leasing of owner's units. Per The Woods Condominium Documents, there can be no more than 25% of the total number of units rented at The Woods.

Please contact Management if you are interested in renting your unit to verify that The Woods is not at rental capacity. New lease applications will be considered by the association in the order in which they are received.

### IV. Pets

Only domesticated household pets (dog, cat, bird, fish, etc.) shall be allowed in the Condominium. Any exceptions will have to be approved by the Board of Directors and then only under the following conditions. The board reserves the right to deny occupancy to any and all pets not properly maintained as follows:

1. Maximum number of pets allowed per condo is two (2), with a combined total weight of not to exceed sixty-five (65) pounds (Dog breeds excluded are Pit Bulls, Dobermans, Rottweilers, Chows, and Akitas). Applicant must bring dog(s) to interview with the Board of Directors. A picture of the pet(s), with name(s), description(s), weight, etc. on the back, a copy of current license (if applicable), and inoculations must be submitted with an application for residency.
2. Cats must be inside pets only.
3. Tropical fish and similar non-offensive animals may be kept in a tank or aquarium in an owner's unit provided that said fish or other animal are not raised for commercial purposes or otherwise allowed to become offensive to other unit owners or tenants. NO PYTHONs, BOA CONSTRICTORS or other EXOTIC ANIMALS are permitted.
4. Animals of any type are not allowed to be left unattended and to roam the grounds freely. Dogs must be walked or carried with an attached leash whenever on common or limited common property as per Wilton Manors Code of Ordinance Article II, Section 4-28: Running at large. (a) No person owning or having possession, charge, custody or control of any dog or cat shall cause or allow the dog or cat to stray, run or in any manner be at large in or upon any public street, sidewalk or park or on private property of others without the express or implied consent of the owner of such property. (b) All dogs and cats found running at large in the city shall be picked up and impounded by county animal control and, wherever possible, notice of the impounding shall be given as soon as practical to the owner of such dog or cat. (Code 1964, §§ 6-20(a), 6-22(a))
5. Pets shall be kept out of all recreational areas, specifically the pool area, recreation/laundry room and sun deck at all times.
6. Pet waste shall be picked up immediately by the owner of the pet and properly disposed of in the garbage receptacles provided as per Wilton Manors Code of Ordinance Article II, Section 4-30: Defecation. No person walking a dog or cat shall allow such dog or cat to defecate upon the private property of others or upon city property unless the defecation is removed by such person. (Code 1964, § 6-21.1)
7. Pets shall be kept from excessive barking or other noise making at all times.
8. Pets shall be kept from defecating or urinating on landscaping.
9. Pets shall be walked in the designated walking area only.

### V. Parking

Parking is permitted only in the designated parking space assigned to the owner's/tenant's unit, and then only under the following conditions: The make, model, color, and license number must be on file with the Board of Directors. If the resident acquires a new vehicle, new vehicle information must be filed with Board of Directors. These forms are available from the condominium office.

A first time warning notice will be placed on any vehicle found breaking any of the following conditions, and on a second infraction of said rules, will be towed from the premises at the owner's expense.





**The Woods Condominium**  
**Wilton Manors**

1. All assigned parking spaces shall be used solely exclusively for the purpose of automobiles or unmarked pick-up trucks or vans. Any marked commercial vehicles must park in the north parking area adjacent to the trash receptacles.
2. If a unit owner maintains two vehicles, then one will be required to park in the north parking area adjacent to the trash receptacles.
3. Guests are to use designated guest parking space(s) and it is the responsibility of the unit owner or tenant to ensure that their guest(s) park in such designated spaces.
4. Walkways, driveways, and fire lanes must be kept clear at all times for emergency vehicles. Residents are responsible for requesting drivers of service and delivery vehicles to cooperate as much as possible in keeping walkways, driveways and fire lanes open.
5. Any vehicle that is parked in another owner's/tenant's space without the owner's/tenant's permission will be towed. The owner/tenant has the right to have a vehicle towed immediately, without warning and at the vehicle owner's expense.
6. Any resident or guest parked in a designated NO PARKING area will be towed.
7. Any unit owner or tenant is prohibited from parking in guest spaces at any time. These are for guests only. Failure to comply with this rule will result in your vehicle being towed. Exceptions due to weather conditions permitted. Use by service/maintenance vehicles is permitted.
8. Any agreement between an owner/tenant, and another owner/tenant, permitting the use of an assigned parking space other than one's own, must be in writing, and must be filed with, and approved by the Board of Directors. Failure to comply could result in a vehicle being towed.
9. No owner or tenant shall store or leave boats, trailer, mobile homes, recreational vehicles and the like on the property. With previous written permission of the Board of Directors, such vehicle(s) may be parked in the designated space in the north lot for a period not to exceed 48 hours. Or, the owner/tenant can pay \$100.00 per month for a parking space in the north lot. The space would be for vehicles that are no larger than 25 feet in length and the owner of said vehicle must sign a waiver releasing The Woods Condominium Association of any liability. NOTE: This is offered to residents only. Non-residents will not be allowed to store anything in our lot.
10. Washing of any vehicle shall only be done in the area designated for this purpose. The car wash area is located at the northeast side of the parking lot and is strictly for owner/resident use.
11. As a courtesy to all, please be aware of how your car is parked. No car should be in more than one spot or impeding in another parking space or driveway. If you are continually parking improperly, you may be subject to fining.

## **VI. Common Elements**

1. There shall be no dismantling or overhauling (including oil changes) of motor vehicles, boats, trailers, motorcycles or similar objects on common elements or limited common elements.
2. There shall be no storage of flammable material of any kind on common elements or limited common elements. The only area where this type of material may be kept is at the BBQ currently designated in the pool area and is limited to barbecue related items including charcoal and lighter fluids.
3. The unit owner or tenant shall make proper provision in connection with their unit for the sanitary storage of garbage and for regular and frequent removal of it. At no time should trash bags be left on walkways outside of unit. No garbage or rubbish shall be burned or buried within any area of the condominium grounds. Outside receptacles are furnished for garbage and recyclable items at the north end of the complex for owners and tenants.
4. Condominiums are denied bulk pick-up, therefore it is the responsibility of each unit's owner/tenant to arrange for disposal of large items, such as furniture, appliances, carpet, etc. Some smaller items can be broken down by the resident and place in the dumpster, but not if there is such an amount as to take up all the available space in the dumpster. Common courtesy to other residents dictates common sense in this matter. Under no circumstances can any items be left by or behind the dumpster. Failure to adhere will be subject a \$100.00 fine.
5. All garbage shall be placed inside the dumpster or recycling bins. All garbage should be wrapped and tied before being placed in dumpsters. Any resident observed or found placing trash in any area other than inside the proper receptacles will be charged for the cost of cleanup.



The Woods Condominium  
Wilton Manors

6. The following will apply to all common elements and/or limited common elements of the Association:
  - a) The public portion of the Association areas such as walkways, landscaped and grassed areas shall be used only for the purpose intended and shall not be obstructed or encumbered or used for any other purpose.
  - b) No personal items belonging to owners/tenants, such as bicycles, wagons, shopping carts, chairs, benches, table, plants or any other object of a similar type and nature shall be kept in common elements either temporarily or otherwise, except for areas designated by the board, i.e. bicycle racks.
  - c) No garbage cans, bags, supplies, containers, or refuse such as cans, cigarettes, cigars, or other articles shall be placed in or on public portions of Association area, unless provided by the Association.
  - d) No linens, clothes, beach towels, curtains, mops, rugs, or laundry of any kind, or other articles shall be shaken or hung from any windows, doors, walkways, railings, entryways or exposed on any part of the public portion of the Association.
  - e) No wash/drying lines shall be erected outside any unit; this includes any limited common property.
  - f) No items are to be put on the common elements without permission of the Board of Directors.
  - g) An owner/tenant may not perform any major cleaning of the common areas unless: (1) they created the problem and are responsible for removal and have obtained prior approval of the means and methods of cleanup, or (2) permission is given by the Board of Directors prior to the beginning of any cleanup.
  - h) Any unit owner may display one portable, removable United States flag in a respectful way. Other than a United States flag respectfully displayed, or such other flags which are allowed to be displayed by applicable law. On Armed Forces Day, Memorial Day, Flag Day, Independence Day, and Veterans Day, a unit owner 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, or Coast Guard, regardless of any declaration rules or requirements dealing with flags or decorations
  - i) No item, including, but not limited to, curtains, shades, window guards, light reflective materials, ventilators, fans or air conditioning devices, or other items shall be attached or affixed to the exterior of any Unit or exposed on or projected out of any window or door of any Unit without the written consent of the Board of Directors of the Association. Sheets, plastic, cardboard, plywood and other such materials are prohibited except for limited temporary use during construction or remodeling. *Note: Any aftermarket film applied to windows voids the manufacturers warranty.*
  - j) Broken screens, windows and doors are to be repaired or replaced within thirty (30) days. Any exceptions must be approved by the Association. Repairs not satisfied within three (3) months will be made by a licensed contractor at the unit owner's expense with an additional 5% fee payable to the association.
  - k) Temporary appropriate seasonal unit door decorations are permitted. Any outside holiday decorations will be removed from outside display within five (5) days after the holiday, except that Christmas decorations should be removed by January 6th following Christmas. The association may not refuse the request of a unit owner for a reasonable accommodation for the attachment on the mantel or frame of the door of the unit owner of a religious object not to exceed 3 inches wide, 6 inches high, and 1.5 inches deep.
  - l) No incinerating device, which includes but is not limited to BBQ grills, outdoor cooking devices, or outdoor fire pits, may be used indoors, on decks, walkways, or any common area of The Wood Condominium property. The only area where this type of activity may take place is at the BBQ currently designated in the pool area.
7. No owner/tenant may change the outside appearance of the unit, either structurally or through painting, as prescribed in the Declaration of Condominium, without written permission from the Board of Directors. An owner shall not cause anything to be affixed or attached to, hung or displayed on the exterior walls or any other common element area except as otherwise permitted in the Association's governing rules.
8. No signs, displays or similar objects, including but not limited to, pertaining to the sale or renting of a unit may be erected or maintained on a unit or in a unit window or in the common elements or limited common elements except in such areas as may be designated by the Board of Directors.
9. A unit owner/tenant shall not do or keep, and shall not allow anything to be done or kept in the unit or within the limited common elements appurtenant to the unit that will increase the insurance rates on the unit, or any other unit, the common elements, the limited common elements, or which will obstruct or interfere with the rights of other unit owners, tenants, or the Association, or annoy other unit owners or tenants by unreasonable noises, odors, allow infestation of



**The Woods Condominium  
Wilton Manors**

insects from pets, or otherwise, nor shall any owner or tenant commit or permit any nuisance, immoral or illegal act with any area of the condominium.

10. No individual shall play in parking areas, or any common or limited common property such as stairs and walkways. An adult must accompany any children under the age of 14 at all times.
11. All satellite dishes must not be visible from the front of the building and must be properly secured where they are installed. Dishes must be at least 6 inches in from the edge of the building. Any nails, screws or any other type fastener, which could cause damage to the roof are not to be used. Cinder blocks and/or sand bags are safe alternatives and are suggested. However, in the event of hurricane or other inclement weather, the Unit Owner is responsible for securing any satellite dishes to prevent damage to the Condominium Property.
12. Any owner or contractor causing damage to the building or landscaping will be financially responsible. If damage is caused by a tenant the owner will be also be held jointly responsible.
13. The feeding of wild animals is prohibited as per Wilton Manors Code of Ordinance Article I, Section 4-5. Wild animals include iguanas, ducks, feral cats, raccoons or any other animal that is not an inside pet.

**VII. Pest Control**

1. Exterminating of units is the responsibility of the unit owner. Pest infestations must be dealt with immediately.

**VIII. Rear Decks**

1. Rear decks are considered limited common elements and are the responsibility of the unit owner. Owners are obligated to keep decks clean and in good repair. Decks should be used in a safe manner, and their use should in no way affect the peace and quiet of any neighbor.
2. If any existing deck requires major repairs, or is deemed unsafe, it must be brought up to the requirements for a new deck in accordance with the provisions set forth in the Association's Declaration. The board may notify the owner of repairs that must be performed within a time frame specified by the board. If necessary repairs are not made within the given time frame, the board has the right, after written warning, to remove the deck at the owner's expense.
3. Any owner wishing to replace or build a deck must submit a written request and adhere to the specifications outlined in the declaration.

**IX. Smoking Rules**

1. Smoking in the fenced pool area and designated areas will be allowed.
2. No ashtray or any other cigarette disposal container shall be placed on common elements unless provided by the Association.
3. When smoking in walkways, do not flick ashes or cigarettes on walkways or over railings.

**X. Pool Rules**

1. The pool may be used only during designated hours, which is Dawn to Dusk.
2. The pool is to be used only by residents and their guests.
3. The pool swimming capacity by State Law is a maximum of eight (8) individuals at any time.
4. Children under the age of 14 years must be accompanied by an adult at all times.
5. No diving will be permitted.
6. All persons will shower before entering the pool.
7. Smoking, drinking or eating is not permitted in or on the edge of the pool.
8. Any person(s) with a communicable skin rash, skin condition, or communicable disease shall be excluded from using the pool.



**The Woods Condominium  
Wilton Manors**

9. No pets shall be permitted in the pool area.
10. All glassware is prohibited in the pool area.
11. No running, bicycles, tricycles, or boisterous activities shall be allowed in or around the swimming pool facilities.
12. All sound devices must be used so as to not interfere with the peace and quiet of the area – and with courtesy to all others nearby. Volume must be kept low and if necessary for consideration for others, the device owner/user should utilize earphones.
13. Any floatation devices left at the pool will be removed and disposed of.
14. Paper, cigarettes and any other debris must be deposited in trash receptacle or recycling bin.
15. Whenever eating at the pool, tables are to be wiped clean and any debris properly disposed in the trash receptacle or recycling bin.

**XI. Noise & Disturbances**

1. No owner or tenant may cause or permit any disturbing noises on the property, whether made by the occupant, the occupant's family, friends, or guests, nor do or permit anything to be done by such persons that would interfere with the rights, comforts, or annoy the occupants of any other unit. In general, sound-generating electronics should be kept at moderate levels, including automobile sound systems when entering the property. All parties shall lower the volume on any musical instrument, radio, television, or any other electronic device on or about the property between the hours of 10:00 p.m. and the following 8:00 a.m.
2. For loud noise, music, television, etc. complaints, residents must first
  - a) Call the Wilton Manors Police Department (WMPD) and request that an Officer respond to the property and attempt to contact the resident where the noise originates and
  - b) Obtain an incident report number from the WMPD Officer
  - c) Report the violation as instructed below
  - d) Notify the Association in writing and include the date, time, and WMPD incident report number. Forward the complaint to your association management by email or postal mail.
  - e) Verbal complaints are not acceptable and will be ignored.
3. Loud noises due to remodeling of any kind are limited to the hours of: Monday through Saturday from 8:00 a.m. to 6:00 p.m. and Sunday from 10:00 a.m. to 4:00 p.m.

**XII. Construction and/or Remodeling**

When having any work performed in your unit, it is the unit owner's responsibility to comply as follows:

1. Owners are required to obtain permits as required by the City of Wilton Manors and/or Broward County.
2. Loud noises due to remodeling of any kind are limited to the hours of: Monday through Saturday from 8:00 a.m. to 6:00 p.m. and Sunday from 10:00 a.m. to 4:00 p.m.
3. No construction/building materials are to be disposed of in the dumpster. Make sure you or your contractor removes all materials from the property.
4. Precautions need to be taken to secure the property from damage when transporting materials and equipment to and from the unit. A unit owner will be charged for any damage caused to the Common Elements resulting from the negligence of the unit owner, its contractor, or any person hired or employed by them.
5. Any construction or remodeling equipment or machinery may not be used on walkways or stairs. Walkways and stairs must not be obstructed, or used for any purpose other than entrance and exit, to and from the premises.
6. Clean up any debris or material residue left behind in any common areas. Areas not cleaned properly will be made by the Association at the unit owner's expense.
7. All floors installed in any second floor unit must have a sound rated floor system with an Impact Insulation Class (IIC) rating of not less than fifty-two (52) and a Sound Transmission Class (STC) rating of not less than fifty-two (52).



The Woods Condominium  
Wilton Manors

**XIII. Recreation Room**

1. Any owner/tenant using the recreation room for a planned private party must first register with the Board of Directors and submit a \$50.00 deposit, which is fully refundable if the room is left in proper, clean condition. The recreation room is available between the hours of 8:00 am to 10:00 pm Sunday – Thursday and 8:00 am to 11:00 pm Friday – Saturday.

**XIV. Laundry Rooms**

1. The washers and dryers shall be used on a first come, first served basis. Each user is responsible for leaving the machines and laundry room in clean condition. Please be sure to empty lint traps in dryers.
2. Laundry facilities are for residents only.
3. Washing machines are not to be used for dyeing any article at any time. No plastic or waxy items are to be placed in the dryers. The cost for servicing misused washers and dryers shall be at the offender's expense.
4. Clothes left unattended in a washer or dryer may be removed and set aside on a table by a resident for their use of the laundry equipment.
5. When you are finished, please be sure that the room is clean and the lights are out.

**XV. Motorcycles, Motorbikes, and Gasoline-Powered Scooters**

1. It is strictly prohibited for motorcycles, motorbikes, and gasoline-powered scooters to be stored in condominium units or on decks, as this is a violation of the fire code.

**XVI. Bicycles, Skateboards, Roller Blades, and Roller Skates**

1. Bicycles racks are provided on The Woods property; residents are expected to keep their bicycles on the bicycle racks or in their units. No bicycles, skateboards, roller blades, or roller skates are permitted to be ridden on the walkways. Please keep your property locked and secure at all times. The Woods Condominium will not be held responsible for stolen property.

**XVII. Repairs**

1. The maintenance and repair of all facilities, structural parts, equipment and appliance within each unit, including interior doors, windows, walls, air conditioners, heaters, hot water tanks, drains and plumbing fixtures are the personal responsibility of the owner. Any emergency that may require the association to enter a unit for repairs and incur a cost will be paid by the unit owner.
2. Any maintenance requests may be directed to management.

**XVIII. Hurricanes**

1. When a hurricane watch or warning has been declared, all outdoor furniture and outdoor appurtenances must be removed and brought inside the unit.
2. Residents should seek shelter if an evacuation is mandatory and are responsible to make any arrangements for their own safety. Neither the Board of Directors, nor the Property Manager will be available to help once a warning is in effect.

**XIX. Breach of Rules**



The Woods Condominium  
Wilton Manors

Any breach of these Rules and Regulations now ineffect or as hereafter amended shall entitle the Association for the same relief would be entitled to under Section 718.303 Florida Statutes, in the event of a breach of a provision of the Declaration of Condominium a levy fine can be placed against the unit by the Association.

**XX. Revision of Rules and Regulations**

1. The Board of Directors of the Association retains the right to modify and make exceptions to these Rules and Regulations or to promulgate additional Rules and Regulations as permitted by the governing documents, Florida Statute and applicable laws.
2. The Board of Directors must review and/or modify these Rules and Regulations at least once every three (3) years.
3. The Board of Directors of the Association must send out written notices fourteen (14) days in advance of a hearing in which they are considering adding, changing or revoking rules for community-owned grounds as required by Florida Statute.

Please Note:

THIS IS FLORIDA AND THE VERY THINGS THAT MAKE IT CHARMING, CAN ALSO BE DANGEROUS. BE VERY CAUTIOUS ANYWHERE NEAR THE RIVER. ALLIGATORS ARE COMMON HERE AND THEY CAN BE AGGRESSIVE. IF YOU HAVE CHILDREN VISITING, SUPERVISE THEM CLOSELY. PETS SHOULD NOT BE ALLOWED ON THE RIVERBANK OR IN THE WATER. THE CONDOMINIUM ASSOCIATION IS NOT RESPONSIBLE IN ANY WAY FOR ANY HARM OR DAMAGE TO ANY PERSON OR PERSONS, PETS OR PROPERTY CAUSED BY WILDLIFE RESIDING NEAR OR IN THE RIVER.

***I (We) have read and understand the Rules and Regulations in addition to the By-Laws, Declaration of Condominium, and any Amendments to same for The Woods Condominium and agreed to abide by all of the requirements as presented.***

Unit Owner(s)/Lessee(s)

Buyer/Lessee Signature \_\_\_\_\_ Unit #: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Buyer/Lessee Signature \_\_\_\_\_ Unit #: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Witnessed by Signature \_\_\_\_\_ & \_\_\_\_\_

Initial(s): \_\_\_\_\_