

WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION, INC.

210-174TH STREET, SUNNY ISELS BEACH, FL 33160

PHONE: 305-932-4755 FAX: 305-933-4416

EMAIL: WINSTON600@THE-BEACH.NET

WEB: WWW.WINSTONTOWERS600.ORG

BUYER'S APPLICATION

DATE: _____ **UNIT#** _____

OWNER'S NAME: _____

BUYER'S NAME _____

REAL ESTATE AGENT: _____

CLOSING DATE: _____

PROCESSING APPLICATION FEE: _____

BACKGROUND CHECK: _____

INTERVIEW DATE: _____

WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION, INC.

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BUYER'S APPLICATION

ENCLOSED FIND THE FOLLOWING:

- A. APPLICATION FOR APPROVAL OF OCCUPANCY.
- B. AUTHORIZATION TO RELEASE REFERENCES.
- C. INSTRUCTION SHEET ON MOVING.
- D. A SET OF RULES AND REGULATIONS.

AT THE TIME YOU SUBMIT THE APPLICATION, YOU MUST INCLUDE WITH YOUR APPLICATION THE FOLLOWING:

1. A NON-REFUNDABLE \$100.00 PROCESSING APPLICATION FEE PER PERSON, IF NOT HUSBAND AND WIFE. IF DIFFERENT NAMES A COPY OF THE CERTIFICATE OF MARRIAGE IS NEEDED
2. IF SELF EMPLOYED, COPIES OF COMPANY'S REGISTRATION AND ARTICLES OF INCORPORATION.
3. IF BUYING UNDER A COMPANY'S NAME OR CORPORATION, YOU WILL NEED TO PAY A \$100.00 NON-REFUNDABLE PROCESSING FEE FOR THE COMPANY AND TO PROVIDE THE ASSOCIATION WITH THE LIST OF ALL PERSONS WITH ACCESS TO THE UNIT.
4. COPY OF SIGNED EXECUTED CONTRACT.
5. SIGNED RECEIPT OF RULES AND REGULATIONS.
6. SIGNED RELEASE OF INFORMATION AUTHORIZATION FORM.
7. CURRENT COPIES OF PHOTO I.D. FOR ALL APPLICANTS, IF NOT RESIDENT, COPY OF PASSPORT AND VISA.
8. COPY OF MARRIAGE CERTIFICATE IF DIFFERENT LAST NAMES.
9. COPIES OF LAST 2 YEARS OF TAX RETURNS.
10. ONE (1) REFERENCE LETTERS OF EMPLOYMENT, BANK, & RESIDENCY.
11. ALL APPLICANTS MUST ATTEND AN IN PERSON INTERVIEW IN ORDER TO BE APPROVED

ALL FORMS MUST BE FILLED OUT COMPLETELY AND SIGNED BY THE APPROPRIATE PARTIES.

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

THE SCREENING PROCEDURE WILL NORMALLY TAKE AROUND TWENTY (20) DAYS TO COMPLETE AND THERE WILL BE NO FURTHER INFORMATION AVAILABLE DURING THAT TIME. APPLICATION RECEIVED NOT ALLOWING TWENTY BUSINESS' (20) DAYS BEFORE DATE OF OCCUPANCY, WILL NOT BE PROCESSED.

PLEASE NOTE THE FOLLOWING:

WHEN FILLING OUT THE APPLICATION FOR OCCUPANCY, THE REFERENCES MUST BE PERSONS OTHER THAN RELATIVES.

I/WE ARE AWARE THAT ANY FALSIFICATION OR MISREPRESENTATION OF THE FACTS IN THE ATTACHED APPLICATION WILL RESULT IN THE AUTOMATIC DENIAL OF THIS APPLICATION.

APPLICANT'S NAME AND SIGNATURE AND DATE

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BUYER'S APPLICATION

DEAR UNIT OWNER:

IF YOU ARE CONSIDERING THE SALE OF YOUR UNIT, PLEASE KEEP IN MIND THAT IN ORDER TO SPEED UP THE CLOSING OF YOUR SALE AND COMPLY WITH THE PROVISIONS OF THE DECLARATION OF CONDOMINIUM OF WINSTON TOWERS 600 YOU SHOULD FOLLOW CERTAIN INSTRUCTIONS FROM THE ASSOCIATION OFFICE. TO HELP YOU IN FULFILLING THESE OBLIGATIONS, ENCLOSED YOU WILL FIND A SET OF PERTINENT FORMS, PLEASE FILL THEM IN COMPLETELY AND SUBMIT THEM TO THE ASSOCIATION OFFICE IN CONJUNCTION WITH YOUR APPLICATION TO SELL SIGNED BY YOU. ALSO, YOU WILL NEED TO PROVIDE THE ASSOCIATION WITH PICTURE I.D. OF ALL APPLICANTS. SOME OF THE FORMS MENTIONED ABOVE ARE TO BE FILLED BY BOTH, THE SELLER AND THE BUYER, AND RETURNED TO THE ASSOCIATION OFFICE AT LEAST FOUR (4) WEEKS PRIOR TO THE TENTATIVE DATE OF THE CLOSING SALE. THOSE RELATED TO THE BY-LAWS, RULES AND REGULATIONS, ETC. ARE TO BE DELIVERED BY YOU TO THE PROSPECTIVE BUYER.

FORMS ENCLOSED HEREWITH ARE:

1. INSTRUCTION TO SELLERS
2. SALES PROCEDURES
3. APPLICATION TO SELL
4. PROSPECTIVE BUYER'S APPLICATION
5. BACK GROUND CHECK
6. EXTERMINATING FORM
7. HISTORY RELEASE
8. MOVING INSTRUCTION FORM
9. COLLECTION POLICY
10. WINSTON TOWER 600 RULES AND REGULATIONS
11. FREQUENTLY ASKED QUESTIONS AND ANSWER SHEET
12. CONDOMINIUM GIVERNMENT FORM
13. ADOPTED BUDGET
14. FIRE/EMERGENCY/EVACUATION PLAN PACKAGE

YOU MUST SUBMIT COMPLETED APPLICATION PAGES 1 TO 21 ALONG WITH A COPY OF A SIGNED CONTRACT BY BOTH PARTIES. COPIES OF CURRENT PICTURE I.D. IF NOT RESIDENT WE NEED COPYES OF PASSPORT AND VISA

SINCERELY,

THE BOARD OF DIRECTOR'S
WINSTON TOWER 600 CONDOMINIUM ASSOCIATION, INC

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BUYER'S APPLICATION
APPLICATION FOR APPROVAL

SELLER: _____

THE OWNER(S) OF UNIT# _____ OF WINSTON TOWERS 600 CONDOMINIUM AND

BUYER: _____ THE APPLICANT(S) FOR THE TRANSFER OF THE UNIT, APPLY FOR APPROVAL FROM WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION, INC. WE UNDERSTAND THAT THE APPROVAL IS CONTINGENT UPON THE ACCURACY OF THE STATEMENTS OF THE APPLICANT IN THIS DOCUMENT AND AT THE PERSONAL INTERVIEW. WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION, INC. MAY INVESTIGATE FULLY, AND THE PROSPECTIVE PURCHASER(S) WILL NOT OCCUPY THE UNIT PRIOR TO RECEIVING THE **CERTIFICATE OF APPROVAL** ISSUED BY THE ASSOCIATION. I/WE WILL COMPLY IN FULL WITH ALL PROVISIONS OF THE DECLARATION OF CONDOMINIUM, ARTICLES OF INCORPORATION, BY – LAWS AND RULES & REGULATIONS OF WINSTON TOWERS 600 CONDOMINIUM. I/WE AGREE WITH THE PROPOSITION THAT “GOOD CITIZENSHIP PROMOTES FRIENDLY NEIGHBORS” AND I/WE WILL MAKE EVERY EFFORT TO BECOME PART OF THE WINSTON TOWERS 600 BY COMPLYING WITH ALL THE RULES PROMULGATED BY THE BOARD OF DIRECTORS.

APPLICATION AND PROCESSING FEES:

A NON-REFUNDABLE \$100.00 PROCESSING APPLICATION FEE PER PERSON, IF NOT HUSBAND AND WIFE.

A NON-REFUNDABLE \$100.00 WHEN BUYING UNDER A CORPORATION'S NAME

ALL CHECKS SHOULD BE MADE PAYABLE TO WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION.

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PET POLICY:

THIS IS A NO-PET POLICY BUILDING.
ONLY ALREADY ESTABLISHED RESIDENTS THAT DUE TO
MEDICAL REASONS ARE IN NEED OF A SUPPORT PET (DOG OR CAT)
WILL BE ALLOWED TO HAVE THEM.
THE PET CANNOT EXCEED TWENTY (20) POUNDS AND ONLY ONE
(1) DOG OR CAT WILL BE PERMITTED PER UNIT.

ONCE APPROVAL IS GRANTED, THE RESIDENT WILL NEED TO
SUBMIT A PET ACCOMMODATION REQUEST, THE DOCTOR'S NOTE,
A COLOR PICTURE OF THE PET, CURRENT VACCINATION RECORDS
AND ALSO WILL NEED TO FILL OUT AND SIGN A PET AGREEMENT
PROVIDED BY ASSOCIATION. THE ASSOCIATION WILL CHARGE A
NON-REFUNDABLE \$100.00 FEE FOR PROCESSING THE PET
REQUEST ACCOMODATION.

**THE PET IS ALWAYS TO BE TRANSPORTED IN A PET CARRIER
WHILE IN THE PROPERTY AND IS TO USE ONLY THE EAST OR
WEST SERVICE ELEVATORS WHEN TAKEN OUT OF THE UNIT /
PROPERTY. THE PET CANNOT BE WALKED INSIDE THE PROPERTY
AT ANY TIME AND IF A DOG IT CANNOT BE CURBED INSIDE THE
PROPERTY AT ANY TIME. THE OWNER MUST WALK THE DOG
OUTSIDE THE PROPERTY. THE PET CANNOT BE WALKED IN ANY
COMMON AREAS AS THE POOL DECK, THE LOBBY, ETC.**

**SHOULD THE RESIDENT FAIL TO ABIDE BY THE PET RULES AND
REGULATIONS, THE PERMISSION TO HAVE A PET WILL BE
CANCELLED.**

ACCEPTED BY: _____

DATE _____

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BUYER'S APPLICATION
APPLICATION TO SELL

TO: BOARD OF DIRECTORS
WINSTON TOWERS 600
CONDOMINIUM ASSOCIATION, INC.

IN ACCORDANCE WITH THE PROVISIONS OF THE DECLARATION OF
CONDOMINIUM OF WINSTON TOWERS 600 CONDOMINIUM AND THE POLICY GUIDELINES
ADOPTED PURSUANT THERETO, I/WE HEREBY SERVE NOTICE THAT I/WE DESIRE TO
ACCEPT A BONA FIDE OFFER MADE TO ME/US BY:

TO PURCHASE UNIT # _____

A COPY OF THE CONTRACT IS ATTACHED; I/WE AGREE TO PROVIDE THE PURCHASER
WITH A COPY OF THE DECLARATION OF CONDOMINIUM FOR WINSTON TOWERS 600, BY –
LAWS, ARTICLES OF INCORPORATION AND THE RULES AND REGULATIONS OF THE
WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION.

IN ORDER TO FACILITATE YOUR CONSIDERATION OF MY/OUR APPLICATION OF THE SALE
OF THE ABOVE DESIGNATED UNIT# _____, I/WE REQUESTED THE PROPOSED
PURCHASER TO COMPLETE THE ATTACHED APPLICATION.

I/WE ARE AWARE THAT ANY FALSIFICATION OF MISREPRESENTATION OF THE FACTS IN
THE ATTACHED APPLICATION WILL RESULT IN THE AUTOMATIC REJECTION.

ALL PERSONS TO RESIDE IN UNIT MUST ATTEND SCREENING IN PERSON

DATED THIS _____ DAY OF _____

SIGNED: _____ SELLER

SIGNED: _____ SELLER

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BUYER'S APPLICATION

SALES & LEASING PROCEDURES

1. THE WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION MAY TAKE UP TO TWENTY (20) BUSINESS' DAYS TO PROCESS SALES AND LEASE APPLICATIONS. THE ASSOCIATION WILL ATTEMPT TO EXPEDITE THE APPLICATION AS RAPIDLY AS POSSIBLE.
2. ALL APPLICATIONS AND FORMS, WHICH INTEGRATE THE SALES OR LEASE PACKAGE, MUST BE FILLED IN COMPLETELY AND THOROUGHLY. INFORMATION MUST BE PROVIDED FOR ALL PERSONS WHO WILL BE RESIDING IN THE UNIT.
3. A NON-REFUNDABLE \$100.00 PROCESSING APPLICATION FEE PER PERSON, IF NOT HUSBAND AND WIFE. IF DIFFERENT NAMES A COPY OF THE MARRIAGE CERTIFICATE IS NEEDED
4. ALL APPLICANTS MUST COME FOR AN IN PERSON INTERVIEW WITH THE SCREENING COMMITTEE BEFORE CONDOMINIUM APPROVAL CAN BE ISSUED.
5. **ANYONE MOVING INTO THE BUILDING WITHOUT CONDOMINIUM APPROVAL WILL BE AUTOMATICALLY REJECTED, FOLLOWED BY LEGAL ACTION AND/OR EVICTION.**
6. UNITS ARE TO BE USED FOR RESIDENTIAL PURPOSES ONLY. THE MAXIMUM NUMBER OF OCCUPANTS PER UNIT ARE AS FOLLOWS:

STUDIOS	1-2 OCCUPANTS
1 BEDROOM	1-2 OCCUPANTS
CONVERTIBLES	1-3 OCCUPANTS
2 BEDROOM	1-4 OCCUPANTS
3 BEDROOM	1-6 OCCUPANTS

7. ALL RESIDENTS ARE SUBJECT TO MAXIMUM \$100.00 FINE PER DAY FOR EACH VIOLATION FOR FAILING TO COMPLY WITH THE RULES AND REGULATIONS OF THE WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION, INC STATE OF FLORIDA STATUTES(SECTION 718 303 3).
8. THE ASSOCIATION WILL CALL METRO-DADE POLICE TO INSURE COMPLIANCE WITH ITS RULES AND REGULATIONS; VIOLATORS WILL BE SUBJECT TO ARREST.

***** THE COOPERATION OF ALL RESIDENTS IS MANDATORY*****

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BUYER'S APPLICATION
PROSPECTIVE RESIDENT APPLICATION

UNIT# _____ DATE RECEIVED: _____ BY: _____

APPLICANT: _____ ADDRESS: _____

PERSON-ADULTS: _____ CHILDREN: _____ AGES: _____

DO YOU OWN ANY PETS? _____ YES _____ NO

PARKING SPACE NUMBER: _____ AUTOS OWNED OR USED:

TAG _____ MAKE _____ YEAR _____ COLOR _____

NAME AND PHONE NUMBER OF THE PERSON, WHO IS THE AGENT OF THIS LEASE OR SALE,
OF OWNER JUST WRITES AGENT.

_____ PNONE# _____

FOBS _____

.....
TELEPHONES (RESIDENT) _____ OFFICE _____

PRESENT ADDRESS: _____

PRESENT LANDLORD TELEPHONE & NAME _____

NAME OF OTHERS TO RESIDE:

_____ RELATIONSHIP _____

_____ RELATIONSHIP _____

_____ RELATIONSHIP _____

REFERENCES:

NAME	ADDRESS	(H.M.#/WK#)	RELATIONSHIP
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

DRIVER'S LICENSE# _____ SS# _____

APPLICANT'S OCCUPATION _____

NAME & ADDRESS OF EMPLOYER: _____

EMPLOYER'S TELEPHONE: _____ HOW LONG EMPLOYED: _____ ANNUAL INCOMES\$ _____

CO-APPLICANTS OCCUPATION: _____

NAME & ADDRESS OF EMPLOYER: _____

EMPLOYER'S TELEPHONE: _____ HOW LONG EMPLOYED: _____ ANNUAL INCOMES\$ _____

BANK NAME: _____ TYPE OF ACCOUNT: _____

BANK NAME: _____ TYPE OF ACCOUNT: _____

I UNDERSTAND THAT ANY FALSE STATEMENT IN THIS APPLICATION IS SUFFICIENT REASON FOR WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION, INC TO VOID THE LEASE AT ITS DISCRETION.

DATE: _____ APPLICANT'S SIGNATURE: _____

CO-APPLICANT'S SIGNATURE _____

"THE OWNER/LESSOR, IN CONSIDERATION OF THE APPROVAL OF THE FOREGOING APPLICATION, HEREBY AGREES TO APPOINT WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION, INC AS THE OWNER/LESSOR'S AUTHORIZED AGENT AND ATTORNEY-IN-FACT FOR THE PURPOSE OF BRINGING AND MAINTAINING AN ACTION FOR EVICTION, INJUNCTION OF SUCH OTHER LEGAL ACTION NECESSITATED BY LESSEES'S FAILURE TO COMPLY WITH AND/OR ABIDE BY THE TERMS, PROVISSIONS, CONDITIONS AND RESTRICTIONS OF THE DECLARATION OF CONDOMINIUM, THE BY-LAWS AND/OR RULES AND REGULATIONS OF WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION, INC. PRESENTLY IN EFFECT OR AS AMENDED OR ENACTED FROM TIME TO TIME. LESSOR FURTHER AGREES TO REIMBURSE WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION, INC. FOR ANY AND ALL ATTORNEY'S FEES AND COSTS INCURRED BY THE ASSOCIATION IN CONNECTION WITH SUCH ACTION"

DATE _____ SIGNATURE _____ OWNER(S)

APPROVED: _____ DATE: _____

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BUYER'S APPLICATION
MOVING- IN INSTRUCTION SHEET

NAME: _____ UNIT# _____

IN ORDER TO RESERVE THE ELEVATOR TO MOVE IN, YOU NEED TO CALL THE ASSOCIATION OFFICE TO SCHEDULE A DATE. YOU CAN ONLY SCHEDULE A DATE AFTER THE ASSOCIATION HAS APPROVED YOU.

AGENT OR AGENCY HANDLING THE SALE/RENT OF UNIT# _____

NAME: _____

ADDRESS: _____

PHONE: _____

***IMPORTANT NOTICE:**

NO EXTRA LONG TRAILERS OVER 30 FEET

U-HAUL, BUDGET PENSKE TRUCKS ARE NOT ALLOWED

PROFESSIONAL MOVING COMPANIES ONLY

MOVING COMPANIES MUST PROVIDE OFFICE WITH CERTIFICATE OF COMMERCIAL GENERAL LIABILITY INSURANCE (MUST NAME THE WT600 AS AN ADDITIONAL INTEREST ON THE POLICY) BEFORE MOVING DATE.

NO EXCEPTIONS WILL BE MADE

MOVING HOURS:

9:00 A.M. TO 5 P.M. – MONDAY THRU FRIDAY

NO MOVING IN/OUT ALLOWED ON WEEKENDS OR HOLIDAYS

ALL MOVE IN'S AND ALL MOVE OUT'S REQUIRE A \$250.00 DEPOSIT

ALL MOVE IN'S AND MOVE OUT'S REQUIRE A NON- REFUNDABLE \$150.00 FEE FOR THE USE OF THE SERVICE ELEVATORS

LARGE MOVING LOADS OF SIX OR MORE PIECES MUST BE ON THE CONDOMINIUM PROPERTY BY 12:00 NOON. ELEVATOR USAGE FOR MOVING WILL BE DENIED AFTER 5:00P.M. ON MONDAY THROUGH FRIDAY, WHETHER OR NOT THE MOVING IS COMPLETED

I, _____ ACKNOWLEDGE RECEIPT OF THIS INSTRUCTION SHEET AND THE RULES & REGULATIONS OF THE WINSTON TOWERS 600 CONDOMINIUM ASSOCIATIONS, INC AND AGREE TO ABIDE BY THEM.

WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION, INC.

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BUYER'S APPLICATION
GLOBAL BACKGROUND ANALYSIS, INC
CRIMINAL RECORD WAIVER

DATE: _____ UNIT# _____

DEAR SIR / MADAM:

OUR RESIDENT SELECTION POLICY OBLIGATES US TO VERIFY CERTAIN INFORMATION ABOUT ALL MEMBERS OF FAMILIES LIVING IN OR APPLYING FOR ADMISSION TO OUR DEVELOPMENTS. SPECIFICALLY, WE WISH TO AVOID ADMITTING A FAMILY OR ANYONE WHOSE FAMILY MEMBERS ARE INVOLVED IN CRIMINAL ACTIVITIES, WHICH WOULD ADVERSELY AFFECT THE HEALTH, SAFETY OR WELFARE OF OTHER RESIDENTS. TO COMPLY WITH THIS REQUIREMENT, WE ASK YOUR COOPERATION IN SUPPLYING INFORMATION ON THE CRIMINAL RECORD (IF ANY) OF THE PERSONS LISTED BELOW. YOUR PROMPT RETURN OF THIS INFORMATION WILL BE APPRECIATED. IF YOU HAVE ANY QUESTIONS, PLEASE CALL 305-932-4755

USING THE NUMBER, PLEASE INDICATE WHETHER ANY FAMILY MEMBERS OR ANY OTHER OCCUPANTS HAVE BEEN ARRESTED OR CONVICTED OF ANY CRIMES RELATING TO THE FOLLOWING:

- | | |
|------------------------------------|--|
| 1. HOMICIDE/ MURDER | 8. CHILD ABUSE / DOMESTIC VIOLENCE |
| 2. RAPE OR CHILD MOLESTING | 9. PUBLIC INTOX. / DRUNK OR DISORDERLY |
| 3. BURGLARY / ROBBERY / LARCENY | 10. RECEIVING STOLEN GOODS |
| 4. THREATS OR HARRASMENT | 11. FRAUD |
| 5. ASSAULT OR FIGHTING | 12. PROSTITUTION |
| 6. DESTRUCTION OF PRO. / VANDALISM | |
| 7. DRUG TRAFFIC / USE / POSSESSION | |

<u>MEMBER'S NAMES</u>	<u>S.S. # CRIME #</u>	<u>STATUS / DISPOSITION</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

APPLICANT'S RELEASE

I HEREBY AUTHORIZE THE RELEASE OF THE INFORMATION REQUIRED

APPLICANT SIGNATURE _____ DATE _____

APPLICANT SIGNATURE _____ DATE _____

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APPLICANT SIGNATURE _____ DATE _____

Credit & Criminal

Unit # _____

Date: _____

Signature

Signature

Please print full name

Please print full name

The following information is required by law enforcement agencies and other positive identification purposes when checking public records. It is confidential and will not be used for any other purposes.

Please print other names you have used

Social Security Number - Your Social Security Number will only be used in order to confirm your identity for purposes of completing an accurate background investigation and a credit check.

Date of Birth - Your date of birth is required on this form in order to confirm your identity for purposes of completing an accurate background investigation.

Home Address

City

State

Zip

Driver's License Number and State

Name as it appears on License

Have you ever been convicted of, plead guilty, or "no contest" to a crime that has or has not been expunged or removed from your record? No Yes If yes, please explain: (Make sure to include the city/state/county and the year the crime occurred for each conviction.)

Have you ever been evicted from any leased premise? No Yes

I understand that an investigative report may be generated on me that may include information as to my character, work habits, performance and experience, along with reasons for termination of past employment, financial/credit history, criminal history records from any criminal justice agency in any or all federal, state, city and county jurisdictions, state Department of Motor Vehicle/Drivers' License Records to include traffic citations and registration, military records from the National Personnel Record Center, education records including transcripts, and requests for records and information from any individual, company, firm corporation, present and/or past employers and public agencies (including the Social Security Administration and the Immigration & Naturalization Service). I fully understand that Global Background Analysis, Inc., may be requesting information from public and private sources about any of the information noted earlier in this paragraph, and I freely give my consent for Global Background Analysis, Inc. to do so.

APPLICANT SIGNATURE _____ DATE _____

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BUYER'S APPLICATION
GLOBAL BACKGROUND ANALYSIS, INC
RESIDENCY VERIFICATION
(COMPLETE ITEMS 1-9)

I _____ AUTHORIZE THE RELEASE OF MY RESIDENCY INFORMATION. IN ADDITION AUTHORIZE GLOBAL BACKGROUND ANALYSIS TO CONTACT ME IN THE EVENT THAT ADDITIONAL INFORMATION IS NEEDED TO PROCESS MY APPLICATION.

HOME PHONE: _____ WORK PHONE: _____

1. APPLICANT'S NAME: _____
2. PRESENT ADDRESS: _____
3. CITY: _____ STATE: _____ APT.# _____
4. CURRENT LANDLORD'S NAME: _____ PHONE: _____
5. ASSOCIATION OFFICE PHONE(IF LIVING IN A COMMUNITY) _____
6. CURRENT PERIOD OF RESIDENCY: _____ MONTHLY RENT: _____
7. PREVIOUS ADDRESS: _____ APT.# _____
8. CITY: _____ STATE: _____ ZIP: _____
9. PREVIOUS LANDLORD'S NAME: _____ PHONE: _____

APPLICANT MUST SUPPLY 2(TWO) YEARS OF VERIFICATION OF RESIDENCY; IF THAT INCLUDES LIVING WITH RELATIVES. PLEASE INCLUDE THE LANDLORD'S NAME & NUMBER.

PLEASE DO NOT WRITE BELOW THIS LINE
(FOR THE GLOBAL BACKGROUND ANALYSIS OR LANDLORD)

- | <u>PRESENT</u> | <u>PREVIOUS</u> |
|--|--|
| 1. MONTHLY PAYMENT \$ _____ | 1. MONTHLY PAYMENTS _____ |
| 2. TIME OF RESIDENCY: _____ | 2. TIME OF RESIDENCY: _____ |
| 3. LATE PAYMENTS: _____ | 3. LATE PAYMENTS: _____ |
| 4. ANY DEBTS OUTSTANDING? _____ | 4. ANY DEBTS OUTSTANDING? _____ |
| 5. CONDITION OF APT.? _____ | 5. CONDITION OF APT.? _____ |
| 6. WAS NOTICE GIVEN? _____ | 6. WAS NOTICE GIVEN? _____ |
| 7. DO THEY HAVE PETS? _____ | 7. DO THEY HAVE PETS? _____ |
| 8. ANY "NSF" CHECKS DURING RESIDENCY? _____ | 8. ANY "NSF" CHECKS DURING RESIDENCY? _____ |
| 9. ANY COURT FILINGS DURING RESIDENCY? _____ | 9. ANY COURT FILINGS DURING RESIDENCY? _____ |
| 10. COMMENTS: _____ | 10. COMMENTS: _____ |

VERIFICATIONS BY: _____

VERIFICATIONS BY: _____

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BUYER'S APPLICATION
EMPLOYMENT VERIFICATION

APARTMENT NUMBER _____ SOCIAL SECURITY NUMBER _____

I HEREBY WAIVE ANY PRIVILEGE I HAVE RESPECT TO THE SAID INFORMATION AND THE REFERENCE TO THE AFORESAID PARTIES:

_____ APPLICANT'S SIGNATURE	_____ APPLICANT'S NAME PRINTED
_____ <u>NAME AND ADDRESS OF APPLICANT</u>	_____ <u>NAME AND ADDRESS OF EMPLOYER</u>
_____	_____
_____	_____
_____	_____

PHONE# _____

PLEASE DO NOT WRITE BELOW THIS LINE
(FOR THE USE OF BACKGROUND ANALYSIS)

1. DATE OF EMPLOYMENT: _____
2. PRESENT POSITION: _____
3. PRESENT RATE OF PAY PER HOUR OR PER WEEK, OVERTIME –IF- ANY: _____
4. AVERAGE HOURS WORKED REGULAR: _____
5. OTHER (TIPS, MEALS, ETC.) ESTIMATED \$ _____ PER DAY/WEEK _____
6. ESTIMATED ANNUAL INCOME FOR THE UPCOMING YEAR: _____

SIGNATURE OF PERSON SUPPLYING THE ABOVE INFORMATION

SIGNATURE OF PERSON SUPPLYING THE ABOVE INFORMATION

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BUYER'S APPLICATION
EXTERMINATING

TO ALL RESIDENTS:

THE WINSTON TOWERS 600 BUILDING HAS A PROFESSIONAL EXTERMINATING COMPANY IN ORDER TO HELP ELIMINATE ANY PEST PROBLEMS IN THE BUILDING.

IN ORDER TO ACHIEVE THIS GOAL, WE NEED YOUR COOPERATION. PLEASE NOTE THE FOLLOWING:

IF YOU ARE NOT GOING TO BE HOME OR CANNOT MAKE ARRANGEMENTS FOR SOMEONE TO BE THERE, PLEASE FILL OUT THE FORM BELOW, SIGN AND DATE IT. ALSO PLEASE MAKE SURE THAT THERE IS A COPY OF YOUR KEY(S) TO YOUR APARTMENT IN THE ASSOCIATION OFFICE.

.....

PERMISSION TO ENTER APARTMENT

UNIT# _____

PURPOSE: PEST CONTROL

PLEASE ALLOW THE PEST CONTROL COMPANY INTO MY APARTMENT TO PERFORM THE ABOVE NOTED SERVICE. THE OWNER/LESSEE RELEASES WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION, INC FROM ANY AND ALL CLAIMS RESULTING FROM INJURY, BODILY HARM, THEFT, DAMAGES, OR ANY OTHER MISHAP THAT MAY OCCUR WHILE DOING WORK IN WINSTON TOWERS 600 BUILDING.

OWNER/LESSEE _____

SIGNATURE

DATE

WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION, INC.

210-174TH STREET, SUNNY ISELS BEACH, FL 33160

PHONE: 305-932-4755 FAX: 305-933-4416

EMAIL: WINSTON600@THE-BEACH.NET

WEB: WWW.WINSTONTOWERS600.ORG

BUYER'S APPLICATION **FREQUENTLY ASKED QUESTIONS AND ANSWERS SHEET** **As of December 2013**

Q 1: What are my voting rights in the condominium association?

A: Each Condominium Unit Owner is entitled to cast one (1) vote per Unit, in accordance with the Bylaws and the Articles of Incorporation.

Q 2: What restrictions exist in the condominium documents on my right to use my unit?

A: Each unit shall be used only as residence, except that, if permitted by applicable zoning ordinances, a professional or quasi-professional unit owner or occupant using a unit as a residence may also use that unit as an ancillary or secondary facility to an office established elsewhere.

If no event shall occupancy (except for temporary occupancy by a visiting guest) exceed two (2) persons per bedroom and one (1) person per den.

No Unit owner shall install any wiring, television antenna, machine, air conditioning unit or other equipment on any exterior, portion on the unit, including the balcony, exterior walls, windows and roof.

No maintenance or other work within a unit shall be performed, except between the hours of 9:00 a.m. and 6:00 p.m. on Monday through Friday.

No Unit Owner may keep a pet in the unit unless a pet permission agreement is signed. Only dogs, cats, fish and small birds may be kept on the condominium property. Section 12 of the Bylaws contains addition pet restrictions.

Please refer to the rules and regulations for additional restrictions.

Q 3: What restrictions exist in the condominium documents on the leasing of my unit?

A: Leasing of Unit shall be subject to the prior written approval of the Association in its sole and absolute discretion. The minimum lease period being three (3) months and the longest lease allowed being twelve (12) months. The Association may charge a lease approval fee not in excess of \$100.00 (or such greater amount as may be permitted by the Act) (except for husband and wife and/or dependants under 18 shall be required to provide only one transfer fee). Every lease of a unit shall specially require a deposit from the prospective tenant in amount not to exceed one (1) month's rent to be held in an escrow account maintained by the Association.

Please refer to Section 11 of the Declaration for additional restrictions.

Q 4: How much are my assessments to the condominium association for any type and when are they due?

A: The annual assessments are due and payable monthly in advance of the first (1st) day of each month of the calendar year. The total anticipated common expenses of the condominium for the 2016 calendar year are set forth on the attached Exhibit "A". This figure does not include any special assessments which be levied and it is subject to change.

Q 5: Do I have to be a member in any other association? If so, what is the name of the association and what are my voting rights in this association? Also, how much are my assessments?

A: No.

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Q 6: Am I required to pay rent or land use fees for recreational or other commonly used facilities? If so, how much am I obligated to pay annually?

A: No.

Q 7: Is the condominium association or other mandatory membership association involved in any court cases in which it may face liability in excess of \$100,000? If so, identify each such case.

A. The Association is involved in two court cases in which it may face liability in excess of \$100,000.

1. Winston Towers 600 Condominium Association, Inc. v. Mahaleel Luster, a/k/a Lee Luster, Amy Luster, a/k/a Amy Fleming; and Lyubov Alexander Raffoul.
2. State of Florida Department of Legal Affairs, Office of the Attorney General, Attorney General Pam Bondi, on behalf of Mahaleel Luster v. Winston Towers 600 Condominium Association, Inc. and Jorge Nunez.

NOTE: THE STATEMENTS CONTAINED HEREIN ARE ONLY SUMMARY IN NATURE. A PROSPECTIVE PURCHASER OR OCCUPANT SHOULD REFER TO ALL REFERENCES, EXHIBITS HERETO, THE SALES CONTRACT, AND THE CONDOMINIUM DOCUMENTS. TO THE EXTENT OF ANY CONFLICT BETWEEN THIS SHEET, WHICH IS SUMMARY IN NATURE, AND THE CONDOMINIUM DOCUMENTS, AND/OR THE ATTACHED RULES AND REGULATIONS, THE CONDOMINIUM DOCUMENTS CONTROL.

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*CONDOMINIUM
GOVERNMENT FORM*

**DEPARTMENT OF
BUSINESS AND PROFESSIONAL REGULATION
Division of Florida Condominiums, Timeshares,
And Mobile Homes**

1940 North Monroe Street
Tallahassee, Florida 32399-1030
Telephone: (850) 488-1122
Facsimile: (850) 488-7149
Toll Free: (800)266-9101 (in Florida only)

Web Address:
www.MyFlorida.com/dbpr/

This publication is intended as an informal educational overview of condominium governance. In the event of a conflict, the provisions of chapter 718, Florida Statutes, rules adopted by the Division of Florida Condominiums, Timeshares, and Mobile Homes of the Department of Business and Professional Regulation, the provisions of the condominium documents, and reasonable rules adopted by the condominium association's board of administration prevail over the contents of this publication.

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Role of the Board of Directors

General

1. The board of directors has a fiduciary duty to the unit owners and has the responsibility to act with the highest degree of good faith and to place the interests of the unit owners above the personal interest of the directors.
2. The board must abide by the condominium documents, the condominium laws and regulations and the rules of the association.
3. The board manages the day to day affairs of the association.
4. The board has the authority to levy assessments, and maintain, repair and replace the common elements or association property.
5. The board of directors may hire a property management firm subject to its own primary responsibility for such management.
6. Provide a substantive written response to an inquiry submitted to the board by certified mail. The response must be sent within 30 days, or within 60 days if the board requests a legal opinion, or within 10 days of receiving the division's advice, if the board requests advice from the division.
7. The association must make its records available for unit owner inspection within five working days after receiving a written request.

Meetings and Notices

1. Associations must provide at least 48 hours notice of board and committee meetings, posted conspicuously on the association property.
2. Notice of the annual meeting, the budget meeting, and any meetings at which the board will vote on a special assessment or changes to rules concerning unit use must be mailed or delivered to unit owners and posted on the condominium property at least 14 continuous days in advance of the meeting.
3. Written notification of any special assessment must state the specific purpose of the special assessment.
4. A copy of the proposed annual budget must be mailed or delivered to each unit owner.
5. The association must provide notice of any legal action by which the association may be exposed to liability in excess of insurance coverage so that unit owners may intervene and defend on their own behalf.
6. Board must allow unit owners or their designated representatives to speak at board and committee meetings subject to reasonable restrictions.
7. Association must provide notification of a hearing before a committee of other unit owners before the board can levy a fine against a unit owner, if the documents provide that the association may impose a fine against a unit owner.

Elections

1. The association must provide by mail or personal delivery, a first notice of an election no less than 60 days prior to the election.
2. The association must provide a second notice of the election, along with a ballot, an inner envelope, an outer envelope, candidate certification form and copies of any timely submitted candidate information sheets, no less than 14 days prior to the election.

Association Finances

1. Unless the governing documents provide otherwise, the board of directors has the authority to levy assessments, including special assessments.
2. The board must prepare an annual budget of the revenues and expenses and send a copy to the unit owners at least 14 days prior to the budget meeting. The budget must include all estimated revenues and expenses and reserves for certain deferred maintenance and capital expenditures projects.

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3. Within 90 days after the end of the fiscal year, or annually on a date provided in the bylaws, the association must prepare a financial report for the preceding fiscal year. No later than 120 days after the end of the fiscal year or other date as provided in the bylaws, the association must mail to each unit owner at the address last furnished to the association by the unit owner, or hand deliver to each unit owner, a copy of the financial report or a notice that copy of the financial report will be mailed or hand delivered to the unit owner, without charge, upon receipt of a written request from the unit owner. The report must be prepared as follows:
 - a. If the association consist of 50 units or fewer, or has revenues of less than \$100,000, it must prepare a financial report of actual receipts and expenditures.
 - b. If the association consists of more than 50 units and has revenues of at least \$100,000, it must prepare a compiled, reviewed or audited financial statements, prepared in accordance with generally accepted accounting principles.

Role of the Unit owners

General

1. Each unit owner who is offering the unit for sale must provide to each person who has entered into a contract for the purchase of the condominium unit a copy of this governance form, a current copy of the declaration of the condominium, articles of incorporation, bylaws and rules of the association, a copy of the latest annual financial report, and the document entitled "Frequently Asked Questions and Answers" that may be obtained from the association.
2. Unit owners must abide by the condominium documents, the condominium laws and regulations and the rules of the association.
3. Unit owners must pay their share of the common expenses. Failure to do may result in liens or possible foreclosure by the association.
4. Unit owners may use the common elements in a manner that will not hinder or infringe on the rights of the other unit owners.
5. Unit owners must provide proof of the hazard and liability policy for their unit upon request by the association. A unit owner's failure to provide proof of insurance may result in the association purchasing a policy, and the cost of the policy, or the cost of any reconstruction undertaken by the association in the absence of such a policy, may become a lien on the unit.
6. Unit owners must provide the association access to their units during reasonable hours for the following purposes:
 - a. To maintain, repair or replace any common elements;
 - b. To prevent damage to the common elements or other units;
 - c. To maintain the unit as required by the declaration of condominium; or
 - d. To prevent damage to the common elements or a unit or units.
7. Unit owners may not make any alterations to their units that would adversely affect the safety or soundness of the common elements or any portion of the association or condominium property the association maintains.

Unit Owners Rights

1. Unit owners may attend and participate in board and committee meetings except for meetings between the board or a committee and the association's attorney with the respect to proposed or pending litigation when the meeting is held for the purpose of seeking or rendering legal advice.
2. Petition the association board to address an item of business at the next regular or special meeting of the board, if 20% of the voting interests petition the board.
3. Unit owners may record board, committee or unit owner meetings subject to reasonable restrictions.
4. Exclusively ownership and possession of their condominium unit.
5. Membership in the association and full voting rights as provided in the declaration of condominium.

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6. Use the common elements and association property without paying a use fee unless provided for the declaration of condominium, approved by a majority vote of the association, or unless the charges relate to expenses incurred by an owner having exclusive use of the common element or association property.
7. Use the condominium's common elements, common areas and recreation facilities together with their invited guests, in accordance with the condominium documents and properly adopted rules and regulations of the association.
8. Inspect the association's official records subject to the reasonable rules adopted by the association. Unit owners may make or obtain copies at the reasonable expense, if any, of the unit owner.
9. Attend and participate in unit owner meetings.
10. Vote on issues presented for a unit owner vote and elections.
11. Bring any concerns or problems to the board of directors' attention.
12. Apply to the circuit court of the county in which the condominium is located for a receiver if the association fails to fill vacancies on the board sufficient to constitute a quorum.
13. Participate in the voluntary mediation or mandatory, non-binding arbitration processes to resolve certain disputes.
14. Vote to cancel any grant or reservation made by a declaration, lease, or other document, and any contract made by an association prior to turnover of control to the unit owners other than the developer.
15. Bring action for damages or injunctive relief or both against the association, another unit owner, a tenant or invitee.

Elections, Voting

1. Unit owners may submit a notice of their intent to be candidate for election to the board no less than 40 days prior to the election.
2. Submit candidate information sheet no less than 35 days prior to the election.
3. Vote for the board by written, secret ballot or voting machine if there are more candidates than vacancies. Associations with 10 or fewer units may opt out of the statutory election procedures and hold elections as provided in their bylaws.
4. Unit owners may vote in person or by limited proxy for all matters (other than election of directors) in which the law provides that a vote of the unit owners must be taken. Examples of these issues include, but are not limited to: amending the governing documents, waiving reserves and altering the common elements.
5. Unit owners may vote at a meeting or by written agreement with a majority of all unit owners to recall any board member.

Association Budget

1. Unit owners may vote for an alternate budget if the developer controls the board and the adopted budget provides for assessments in excess of 115 percent of assessments for the prior fiscal year.
2. Petition the board for a special meeting of the owners to consider an alternate budget if a unit owner controlled board adopts a budget providing the assessments in excess of 115 percent of the previous year's assessments. Upon written application by 10 percent of the voting interests received within 21 days following the adoption of the budget the board shall call the special meeting of the association.

You should refer to the specific statutory section or rule for each cited provision. You may visit www.MyFlorida.com/dbpr/ or contact the Division at the address on this brochure to obtain a copy of the statute or the administrative rules.

Revised 11/08

*****WARNING*****

**IF YOU WILL BE GONE FROM YOUR
UNIT FOR A PERIOD**

LONGER THAN 24 HOURS, PLEASE

**SHUT OFF YOUR MAIN WATER
VALVE AND THE BREAKER TO
YOUR WATER HEATER.**

**YOU MUST ALSO PROVIDE THE
ASSOCIATION WITH A SET OF KEYS
FOR YOUR UNIT FOR EMERGENCY
ENTRY WHEN THE UNIT IS
VACANT.**

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RULES AND REGULATIONS

A. CAMPERS, TRAILERS, AND SIMILAR VEHICLES.

- 1- No campers, trailers, or similar vehicles shall be kept on the Condominium Property.

B. GUEST PARKING AND OVERNIGHT PARKING

- 1- There are some spaces allocated for GUEST PARKING, only guests may use these designated parking spaces. Anyone who is not a guest and parks in a guest space will be TOWED WITHOUT WARNING.
- 2- Guest passes are issued by the guard at the gate, once the resident has cleared guest for admittance.
- 3- GUEST PARKING costs \$3.00 till 1:00 A.M. An overnight fee of \$7.00 is charged for vehicles still on premises after 1:00 A.M and for vehicles entering the grounds between 1:00 A.M-7:00A.M. Only one overnight is permitted.
- 4- OVERNIGHT PARKING will be monitored by Security Guards as follows:
 - a. At 11:00 P.M guard will patrol the guest parking spaces.
 - b. Guards will then proceed to place a phone call to let the guest know that the car must be removed from guest parking or fee of \$7.00 has to be paid. Please, make sure you have the right amount as guard will have no money to make change. If \$7.00 fee is not paid and the guest does not remove car from Guest parking, the unit owner will be responsible to pay said fee no later than 5:00 P.M. the following day. Failure to pay fee will result in the resident guests being denied guest parking until debts are paid.
 - c. Guests parking are painted white for quick identification by all.
 - d. Guest passes issued at the front gate must be displayed on the windshield. Any car parked in a guest space without a guest pass will be towed at owner's expense.
 - e. Anyone parked on a space belonging to another person without authorization, will be towed off the property upon request by owner of space, or if a guest space by order of the Association office.
 - f. Guest passes will be identified with the unit #, date, and hour of entry to property, resident being visited.
- 5- Person renting parking space from Association Office will be required to purchase the barcode reader for the car; which has a non-refundable \$40.00 fee.
- 6- RESIDENTS MUST DISPLAY THE BARCODE READER IN THEIR VEHICLES AT ALL TIMES; AND USE THE RESIDENT'S ENTRANCE GATE TO COME INTO PROPERTY. VISITORS GATE ONLY TO BE USED BY VISITORS AND/OR DELIVERIES AND/OR CONTRACTORS.

C. PARKING AND AUTOMOBILE

- 1- Unless the context indicates to the contrary, references in this section to automobiles shall include all motorized vehicles.
- 2- AUTOMOBILE BELONGING TO RESIDENTS (OWNERS OR RENTERS) MUST AT ALL TIMES BEAR THE IDENTIFYING BARCODE READER FOR THEIR VEHICLES. THIS BARCODE READER MUST BE DISPLAYED OUTSIDE THE GLASS OF THE LEFT SIDE PASSENGER'S WINDOW; IT IS AVAILABLE AT THE ASSOCIATION OFFICE FOR A NON-REFUNDABLE \$40.00 FEE.

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- 3- The parking of vehicles in any unauthorized area is prohibited and any such vehicles will be towed away and stored at the expense of the vehicle owner. Residents shall be responsible for compliance of his/her employees, guests, visitors and invitees, and shall bear all cost of enforcement.
- 4- Each resident shall park in the space (s) assigned to the unit.
- 5- No automobile may be parked in a manner which blocks the ingress or egress of other vehicles, or in any area designated for commercial use.
- 6- No parking is allowed at any time in front of the building entrances. These areas are reserved for discharging and picking up passengers, except the side entrances (but not the main entrances) may be used for delivering and picking up furniture and other items.
- 7- Posted speed limits and traffic directional signs must be observed.
- 8- Excessive noise, loud talking, slamming of door, racing of engines and the use of horns should be avoided everywhere on the Condominium Property.
- 9- Only emergency car repairs may be made anywhere on the Condominium Property, such as flat tire, a broken windshield or battery charge.
- 10- No car washing is permitted on the grounds.
- 11- Only automobiles, motorcycles and motor scooters may be parked in the visitor parking areas.
- 12- Guest parking is for guest only; any resident caught parking in the guest parking will be towed at his or her expenses.
- 13- Guest parking fee is \$3.00 up to 1:00 A.M it will be considered overnight parking and the fee is \$7.00 per night.
- 14- Guest parking will be monitored by security guard and any car not displaying a guest pass will be towed.
- 15- Guest passes will be reflecting date time and unit being visited.
- 16- Overnight parking is due the same day; exact change must be given to guards, as they have no cash to make change.
- 17- Overnight parking not paid the same day must be paid the next working day by 5:00 P.M at the Association Office. Failure to pay for overnight parking will result in denial or use of guest parking to the resident and his or her guest until the outstanding fees are paid in full.

D. BICYCLES

- 1- For purpose of this section, references to bicycles shall include tricycles and all other non-motorized, wheeled vehicles.
- 2- Bicycles shall be parked or stored only in the area designated by the Board of Directors.
- 3- Bicycles shall not be parked or stored in units or in balconies.
- 4- Bicycles shall not be transported in elevators or through hallways.
- 5- Bicycles should be labeled with the unit number and name of the owner for identification purposes.

E. POOL AND DECK AREAS

- 1- The swimming pool may be used between sunrise and sunset. Excessive noise, loud talking, and shouting are prohibited in the pool area at all times.
- 2- Any person using the swimming pool does so at his own risk. It is suggested the no one use the pool unless another person is present.
- 3- Children under 4 years of age need to wear waterproof diapers.
- 4- Children under ten years of age are not permitted to use the pool unless they are accompanied by and supervised by an adult.

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- 5- Glass bottles, glass containers, ceramic or china dishware and other breakable items shall not be brought into the pool area.
- 6- Surfboards, inflatable, and similar items are not permitted in or near the pool area.
- 7- Toys, bicycles, strollers, playpens, carriages, and similar items are not allowed in or near the swimming pool or on the patios, walkways, or other common areas near the swimming pool.
- 8- Food and drinks are not permitted in the swimming pool or on the patios, walkways, or other common area near the swimming pool.
- 9- Chaise lounges shall not be reserved. All chaise lounges must be completely covered with a terry cloth towel. It is recommended that towel conform to any requirements adopted by the Board of Directors.
- 10- Towels must be removed from chaise lounges when leaving the pool or sunroof area in order to make chaise lounges available to others.
- 11- The pool area should not be used for games which involve running, playing ball, or other boisterous activity.
- 12- Garbage must be deposited in the designated receptacles. Objects or debris or any nature shall not be thrown into the pool, on the decks. Or on the grass. Such objects and debris must be deposited in the designated areas. No smoking by the pool or in any of the common areas
- 13- In the building, all persons must wear shoes and be dry when going to and from the pool area. Women bathers must be covered with a beach robe or similar attire. Gentlemen must wear tops.
- 14- No pool equipment may be removed from the pool area.
- 15- The use of radios in the pool area will not be permitted if and when their operation distracts or annoys others.
- 16- Disorderly conduct of any kind in the pool area is prohibited and shall be grounds for ejection from these places.

F. RECREATION ROOMS

- 1- The recreation facilities are reserved for residents and their guests only.
- 2- Children under seventeen years of age are not permitted in the billiard room, the gyms, unless accompanied by an adult.
- 3- Billiard room equipment must be signed out by the resident at the lobby security desk. Residents shall be financially responsible for any breakage loss or damage to the equipment.

G. PRIVATE PARTIES

- 1- Residents must submit a request to the Association Office no later than 10 days prior to party.
- 2- A guest list must be supplied to the Association Office. The Manager will give a copy of the list to the security guards. The guards will refuse admittance to anyone not in the guest list.
- 3- The Manager has the authority to limit the area in which the party is held.
- 4- No party shall interfere with the rights of the residents.

H. ELEVATORS

- 1- **Smoking on the elevators is not permitted by the order of the fire department.**
- 2- The only elevators through which furniture or household effects may be moved are the elevators at the East and/or West side of the building. Residents must notify the Association Office before moving furniture household effects in or out of the building so that the elevator can be padded and reserved for their use. When reserving the elevator to move in/out or for large deliveries or construction material deliveries, the resident will need to pay a non-refundable \$150.00 and schedule ahead of time

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I. LOCKERS AND STORAGES

- 1- No item which creates a risk of fire, explosion, leakage or danger shall be stored anywhere in the storage rooms. Items that do not fit in the storage bins may not be stored in the storage rooms. All items must be inside the bin.
- 2- The Association will not be responsible for loss or damage to any property in the storage rooms. All the items must be inside the bin.
- 3- Residents may store his or her property in the storage lockers so designated by the Board of Directors for each unit. No articles which cause a fire hazard shall be stored in such property. Property store therein is at the sole risk of the respective owner.
- 4- Residents storing goods in any unauthorized area, including but not limited to hallways, foyers, lobbies, or other portion of the common building, will have two (2) working days to remove such goods after receiving notice in writing from the Property Manager. If the goods are not removed after two (2) days they will be disposed of.

J. GARBAGE CHUTE ROOMS AND RECYCLING INSTRUCTIONS

- 1- Garbage, (Including bottles or cans) shall be tightly wrapped in garbage bags before deposited into the disposal chutes. The bags must be of size which can fall freely down the chutes.
- 2- Trash chutes may only be used between may only be used between the hours of 8:00 A.M. and 10:00 P.M.
- 3- No lighted cigarettes, cigars, or other flammable materials shall be thrown down the chutes.
- 4- Large cartons and boxes shall be broken down and placed neatly next to the wall in the disposal room.

K. MOVING

- 1- Moving furniture or household goods in and out of the building may be done only on Monday thru Friday from 9:00A.M and 5:00P.M, and not on holidays, or weekends.
- 2- You must notify the Association Office at least 24 hours prior to Delivery date.
ELVATOR USAGE WILL BE DENIED AFTER 5:00 P.M WHETHER OR NOT THE MOVING IS COMPLETE.
- 3- In order to reserve the elevator a refundable \$250.00 deposit must be given to Association and a non-refundable \$150.00 fee.
- 4- Moving trucks shall park only in the spaces designated by the Board of Directors.
- 5- Moving must be done by professional movers only and Association must get the commercial general liability certificate prior to move in/out.

L. TENNIS AND BASKETBALL COURT POLICY AND RULES

- 1- The court may be used only by residents and their guest. Guests must play only when accompanied by their resident hosts.
- 2- Tennis Courts hours are from sunrise to sunset. No playing is allowed after sunset.
- 3- Basketball court hours are from 9:00 am to sunset.
- 4- Players are urged to wear appropriate sportswear while on the court.
- 5- Children not playing tennis are not permitted within the court enclosures, only one chair at the net, outside of the sideline, is permitted within the court enclosure.
- 6- Alcoholic beverages, soft drinks and food are not permitted.
- 7- Hanging on the basketball rim is not permitted.
- 8- While playing basketball no more than eight (8) players can play at the same time
- 9- All residents shall exercise extreme care at all times about making excessive noise

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TENNIS AND BASKETBALL COURT RESERVATION RULES

- 1- Reservations for the court may be made with security guards.
- 2- Only residents may make reservation and residents must accompany at all times his/her guest while their guest are using the court.
- 3- Only one advance reservation per unit will be accepted at any given time.
- 4- All reserved playing time start from star on the hour. For example 9:00 to 10:00 (never 10:15 to 11:15) etc.
- 5- Everyone making a reservation is kindly requested to give names of his or her fellow players to the security guards upon making a reservation.

M. SECURITY

- 1- Visitors, tradesmen, solicitors, and the like are to be announced to the tenant by the security guards before being allowed on the property if the guard has not been notified in advance of their coming.
- 2- Unit owners and other residents shall not give building entry keys to tradesman, real estate brokers, or other persons seeking casual or occasional entry. Any unit owner occupant responsible for violating this rule shall be charged for the cost of installing new tumblers in the locks of entry doors and the making of all keys for the building residents.
- 3- Each resident is responsible for locking all doors which should be locked, including the storeroom door, and for observing security regulations.
- 4- No unlisted telephone numbers are to be given out by anyone.
- 5- The security guards should be notified immediately on any emergency or any security violations.
- 6- Any law enforcement officers should be directed to the manager.
- 7- Any suspicious person or incident shall be immediately reported to the concierge or the manager.

N. BALCONY

- 1- The installation of the type of hurricane shutters approved by the Board of Directors is permitted, but the installation of any other type of storm shutters, storm windows or hurricane shutters is not permitted.
- 2- A unit owner may neither screen or enclose the balcony adjoining his unit or install any type of shed or similar object on his balcony except with the prior written approval of the Board of Directors. The Board of Directors may designate a type of design of screening, enclosure or shed that it will approve, or in its sole direction, it may refuse to approve any type of screening, enclosure or shed.
- 3- No rugs, clothing, towels or other objects shall be dusted, shaken or hung from the balconies or cleaned by beating or sweeping or in any hallway or exterior part of the building.
- 4- Nothing shall be hung or left on a balcony that will detract from the outward appearance of the building. This prohibition shall include, without limitation, signs laundry, bathing suits, towels, beach mats and mops; no provision of this should be constructed to prohibit a unit owner from placing and maintaining outdoor furniture and decorative foliage of a customary nature and appearance on the balcony appurtenant to his unit. (Please refer to #18 under general restrictions.)
- 5- Balconies shall not be used as storage areas. Bicycles should not be placed on balconies.
- 6- No object shall be placed upon a balcony so as to create a risk that the object may fall from the balcony.
- 7- Nothing shall be thrown or dropped from any balcony.
- 8- The watering of plants on the balconies and the sweeping and mopping of the balconies shall not be done in a manner which bothers persons on other units.
- 9- The hosing of balconies and screens is prohibited.
- 10- No Barbecuing or barbecues are allowed in balconies.

WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION, INC.

210-174TH STREET, SUNNY ISELS BEACH, FL 33160

PHONE: 305-932-4755 FAX: 305-933-4416

EMAIL: WINSTON600@THE-BEACH.NET

WEB: WWW.WINSTONTOWERS600.ORG

GENERAL

- 1- Every unit owner is responsible for prompt payment of maintenance fees, assessments, fines and other charges authorized by the Association.
- 2- All employees are hired by and remain under the direction of the manager. They are all assigned to specific duties.
- 3- No unit owner shall be permitted to give direct orders or directions to any employee of the Association or the manager. All requests for service shall be directed to the manager. Except in emergency situations, the manager shall transact all business between unit owner and the Association in the office Monday through Friday between 9:00A.M and 5:00P.M.
- 4- The concierge shall not leave his station except in emergencies.
- 5- Each unit owner will furnish the Manager with a duplicate key to his/her apartment. These keys will be kept in a locked cabinet in the manager's office, and only the manager and one member of the Board of Directors will have access to his/her cabinet. These duplicate keys are to be used only to make possible essential maintenance or repair of common elements or to prevent damage to other units. They are not to be used for admission of relatives, guest, servants or tradesmen unless authorized by the unit owner in writing on file at the office.
- 6- Before a unit is to be occupied by guests in the absence of the unit owner, a written guest identification notice listing names and length of the stay must be furnished to the Manager.
- 7- No unit owner or occupant may alter, change, or remove any furniture, furnishing or equipment in the common elements.
- 8- A unit owner shall be liable for the expense of any maintenance, repair, replacement or damage to the common elements rendered necessary by his or her acts or by those of his/her family and/or guests.
- 9- Disorderly conduct of any kind is prohibited and is grounds for ejection from any portion of the Condominium property. Loitering is prohibited throughout the property.
- 10- Not unit owner or lessee shall invite in his absence any person not in residence to use the Condominium facilities.
- 11- All residents shall exercise extreme care at all times about making noise and using musical instruments, radios, televisions, amplifiers that may disturb other residents.
- 12- No food or beverages shall be consumed in any of the hallways, lobbies, or other common areas of the building.
- 13- No outdoor cooking is permitted.
- 14- Residents and guests must not tamper with the air conditioning vents in foyers and other common areas.
- 15- No children under seventeen years of age are permitted to occupy a unit unless their parent (s) or another adult is in residence in the unit at the same time.
- 16- Hallways may not be used by tradesmen or workers of any craft to store, size or cut any material or object of any kind. All such work and any related clean-up work must be accomplished within a unit.

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17- The exterior of the Building, the units and all other areas appurtenant to a unit shall not to be painted, decorated or modified in appearance in any manner without the prior consent of the Board of Directors which content may be withheld on purely aesthetic grounds within the sole discretion of the Board of Directors. Curtains or similar objects which are not white, beige, or similar color may be hung or otherwise displayed from windows or glass doors. No unit owner shall cause or allow anything to be affixed or attached to, hung, displayed or placed on the exterior walls, doors or windows of the Building (including awning, signs, storm shutters, screens, furniture, fixtures and equipment) nor shall any unit owner cause or allow the planting or growing of any type of shrubbery, flower, trees, vine, grass or other plant life outside the building without the prior written consent of the Board of Directors.

18- Smoking is not allowed in any of the common areas and or amenities of the building.

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EMERGENCY PLAN INFORMATION PACKAGE

ONLY YOU CAN PROTECT YOURSELF FROM DANGER

KEEP YOUR UNIT SAFE. BE PREPARED. ACT PROMPTLY. HELP OTHERS IF YOU CAN.

September 10, 2012

Dear Residents of Winston Towers 600 Condominium:

Fire, emergency and life safety is one of the most important issues for all of us who live here. Included in this information packet you will find: The Emergency Evacuation Plan, a map for you unit, an emergency Plan information sheet, and an Individual Assistance Form to be filled out if you need assistance during an evacuation.

It is recommended that you read the packet from beginning to end and keep the Emergency Evacuation packet in an important, easily accessible place. Also, create and discuss an emergency evacuation plan and the items in this packet with the people who live in your unit. Set up a pre-determined meeting place, away from the building, in case of an emergency. This information is provided only as a service to you by Winston Towers 600 Condominium Association, Inc., The Board of Directors, Management Office, and shall not be held liable not responsible for your personal safety in the event of an emergency. The information contained in this packet is best on emergency best practices as researched on the Internet, with the Miami-Dade Fire Department, and by studying plans from buildings of similar configuration. The Association disclaims any and all liability, claims, injuries or other damages that may relate to or arise out of the use of this packet.

Should you have any questions, please contact the Association Office at 305-932-4755