

WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION, INC.

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

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

EMAIL: WINSTON600@THE-BEACH.NET

WEB: WWW.WINSTONTOWERS600.ORG

UNIT # _____

**CONSTRUCTION /
RENOVATION
PACKAGE**

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CONSTRUCTION /
RENOVATION
CHECK LIST

<u>DOCUMENTS</u>	<u>DATE RECEIVED</u>
APPLICATION	
SCOPE OF WORK	
REFUNDABLE \$3,000.00 DEPOSIT	
NON-REFUNDABLE PROCESSING FEE OF \$100.00 PER PERMIT	
INSURANCE / LICENSE	
SAMPLE OF SOUNDPROOFING IF APPLICABLE	
COPY OF PERMIT (S)	
CERTIFICATE OF COMPLETION	

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DATE: _____ UNIT# _____ UNIT OWNER:: _____

DAY PHONE: (____) _____ EVENING PHONE: (____) _____

CONTRACTORS INFORMATION

COMPANY NAME : _____

COMPANY OWNER: _____

COMPANY ADDRESS: _____

COMPANY PHONE #: _____

DESCRIPTION

PLEASE PROVIDE DETAILED DESCRIPTION AND THE SPECIFIC LOCATIONS OF THE CHANGES YOU INTEND TO ACCOMPLISH IN THIS UNIT.

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REQUIREMENTS

1. SECURITY DEPOSIT OF \$3,000 (REFUNDABLE) MUST BE GIVEN BY THE CONTRACTOR AND MUST BE IN THE FORM OF PERSONAL AND/OR COMPANY CHECK.
2. COPY OF VALID CONTRACTOR'S LICENSE INCLUDING ALL SUB-CONTRACTORS.
3. PROOF OF GENERAL LIABILITY INSURANCE IN THE AMOUNT OF 1 MILLION PLUS PROOF OF WORKMAN'S COMPENSATION INSURANCE WINSTON TOWERS 600 MUST BE LISTED AS AN ADDITION CERTIFICATE HOLDER.
4. COPY OF CITY PERMIT. YOU CAN NOT START WORKING OR DELIVERING ANY MATERIALS BEFORE YOU SUBMIT THE PERMIT TO THE OFFICE
5. SOUNDPROOFING SAMPLE & SPECIFICATIONS (IF APPLICABLE).
6. PROCESSING PERMIT FEE OF \$100.00 PER PERMIT (NON-REFUNDABLE).
7. A NONREFUNDABLE \$150.00 FEE EVERY TIME THE ELEVATOR IS RESERVED FOR THE DELIVERY OF ANY CONSTRUCTION MATERIALS OR FOR TAKING CONSTRUCTION GARBAGE OUT. THE ELEVATOR FLOOR MUST BE COVERED WITH THE BROWN PAPER AS WELL AS THE RUNNER CARPET ON THE LOBBY EAST OR WEST LOBBY HALLS
8. ONCE THE REMODELING STARTS, THE CONTRACTOR MUST PROTECT THE CARPET ON THE FLOOR WHERE THE UNIT IS LOCATED WITH THE PLASTIC FILM PROPERLY PLACED FROM THE UNIT DOOR ALL THE WAY TO THE SERVICE ELEVATOR EAST AND /OR WEST DEPENDING WHERE THE UNIT IS LOCATED. THE PLASTIC FILM MUST BE PLACED ON MONDAY AND REMOVED ON FRIDAY BEFORE 5:00 PM

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APPROVED SOUND CONTROL

PRODUCT NAME

APPROVED FOR

ACOUSTICORK 6MM	WOOD
ACOUSTICORK ½"	TILE
ACOUSTICORK CRC950	TILE
APC CORK 6MM	WOOD & TILE
APC CORK 8MM	WOOD & TILE
APC CORK 12MM	WOOD & TILE
BRUDER CORK 6MM	WOOD & TILE
COMPOSITION CORK 6MM	WOOD
CORK DIRECT 6MM	WOOD & TILE
KAYE CORK 6MM	FLOATING WOOD & TILE
KAYE CORK ½"	HARDWOOD
MEGACORK 6MM	WOOD
MEGACORK 12MM	WOOD
NATURAL CORK 6MM	WOOD & TILE
PACE CORK 6MM	WOOD & TILE
QEP CORK 6MM	WOOD & TILE
QUIETCORK 6MM	WOOD & TILE
TECNICOR SONICORK 6MM	WOOD
WECU CORK SOUNDLESS ¼"	WOOD
WECU CORK SOUNDLESS+ ½"	WOOD & TILE
WHISPER MAT HW .20"	WOOD
QUIETWALK .125"	WOOD
SILENT STRIDE	WOOD LAMINATE
ACOUSTI-MAT 3	WOOD & TILE
DURO ACOUSTIK 3/8"	WOOD & TILE
EASY MAT 5MM	TILE
EASY MAT 12MM	TILE
PROFLEX RU-125	TILE
PROFLEX RCU-250	WOOD & TILE
PROFLEX RCU-500	TILE
PROTECTO WRAP FLEX DECK 90 MIL -	TILE
PROTECTO WHISPERMAT CS 110 MIL	TILE
QT REGUPOL SCU 2MM	WOOD
QT REGUPOL SCU 5MM	MARBLE
QT REGUPOL SCU 12MM	TILE
SIKA ACOUBOND SYSTEM	WOOD
SUPERSAM 110 MIL	WOOD & TILE
MP GLOBAL INSULAYMENT	WOOD & TILE
MAP ESONIC 2	WOOD & TILE

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REVIEW AND INITIAL THE FOLLOWING CONTRACTOR’S REGULATIONS

1. CONTRACTORS ARE ONLY ALLOWED TO WORK MONDAY THROUGH FRIDAY 9:00 A.M. TO 5:00 P.M. CONSTRUCTION IS PROHIBITED ON WEEKENDS AND HOLIDAYS. UNIT OWNERS MAY BE FINED FOR VIOLATION OF THIS BYLAW.

OWNER_____

CONTRACTOR_____

2. CONTRACTORS ARE STRICTLY PROHIBITED FROM THROWING CONSTRUCTION DEBRIS DOWN THE TRASH CHUTES. OWNERS AND CONTRACTORS ARE FULLY RESPONSIBLE FOR REMOVAL OF ALL CONSTRUCTION DEBRIS/TRASH OFFSITE. NO TRASH IS TO BE DISPOSED IN ANY AREA WITHIN THE PROPERTY. GROUT OR THIN SET SHALL NOT BE DISPOSED OF IN THE UNIT PLUMBING.

OWNER_____

CONTRACTOR_____

3. INSTALLATION OF FLOORING (TILE/WOOD). THE PROPERTY MANAGER OR CHIEF ENGINEER MUST INSPECTS THE SOUNDPROOFING PRIOR TO INSTALLATION TO ANY FLOORING. THE ASSOCIATION MAY REQUIRE YOU TO REMOVE ANY FLOORING IF YOU FAIL TO DO SO.

OWNER_____

CONTRACTOR_____

4. TO RESERVE THE ELEVATOR FOR DELIVERY OF MATERIALS OR TAKING OUT CONSTRUCTION DEMOLITION WE REQUEST A NON-REFUNDABLE \$150.00 FEE, IF YOU FAIL TO DO SO, YOU MAY HAVE TO RESCHEDULE ANY DELIVERIES OF YOUR MATERIALS. RESERVATIONS MUST BE MADE WITH A 24 HOURS NOTICE IN ORDER TO ACCOMMODATE.

OWNER_____

CONTRACTOR_____

5. LOADING AND UNLOADING OF CONSTRUCTION MATERIALS, FURNITURE, ETC. MUST BE DONE FROM THE LOADING AREA AS INSTRUCTED BY SECURITY.

OWNER_____

CONTRACTOR_____

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6. BEFORE ENTERING THE PROPERTY ALL CONTRACTORS/SUB CONTRACTORS MUST CHECK IN WITH THE FRONT GATE AND/OR FRONT DESK. PICTURE IDENTIFICATION MUST BE GIVEN FOR A PASS TO BE ISSUED. THE I.D. WILL BE RETURNED AT THE END OF THE WORKING DAY ONCE THE PASS HAS BEEN RETURNED BACK TO THE FRONT DESK.

OWNER_____ CONTRACTOR_____

7. THE PROPERTY MANAGER AND/OR CHIEF ENGINEER HOLD THE RIGHT TO VISIT THE UNIT TO INSPECT CONSTRUCTION PROGRESS. UNIT OWNER WILL PROVIDE ACCESS TO THE UNIT DURING REASONABLE WORKING HOURS.

OWNER_____ CONTRACTOR_____

8. CONTRACTORS ARE FULLY RESPONSIBLE FOR PROTECTING THE SERVICE ELEVATOR AND HALLWAY CARPETS. CONTRACTOR IS RESPONSIBLE FOR CLEANING CARPET, SERVICE ELEVATOR, OR ANY COMMON AREA THAT WAS AFFECTED BY THE CONSTRUCTION OPERATION AT THE END OF EACH WORKING DAY. THE SECURITY DEPOSIT MAY BE FORFEITED IF YOU FAIL TO DO SO. YOU MUST PROTECT THE FLOOR AND CARPET WITH PLASTIC FILM.

OWNER_____ CONTRACTOR_____

9. WRITTEN APPROVAL MUST BE OBTAINED FROM THE MANAGEMENT OFFICE FOR ANY RENOVATIONS. WORK CANNOT COMMENCE UNTIL A PERMIT HAS BEEN OBTAINED FROM THE CITY OF SUNNY ISLES BEACH AND A COPY MUST BE GIVEN TO THE MANAGEMENT OFFICE AS WELL AS PLACED ON THE DOOR OF THE UNIT.

OWNER_____ CONTRACTOR_____

10. IN THE EVENT THAT YOU ARE DOING PLUMBING WORK, AND A BUILDING WATER SHUTDOWN IS REQUIRED. THE ASSOCIATION WILL CHARGE A NON-REFUNDABLE FEE OF \$200.00 PER WATER SHUT-OFF EVENT. DUE TO THE INSTALLATION OF WATER SHUT-OFF VALVE IN THE UNIT.

OWNER_____ CONTRACTOR_____

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11. ANY OWNER AND/OR CONTRACTOR THAT STARS CONSTRUCTION WITHOUT SECURING THE APPROPRIATE CONSTRUCTION PERMITS, DISCHARGES PLASTER OR ANY CONSTRUCTION MATERIAL, INCLUDING DEMOLITION MATERIAL, IN ANY SEWER OR DRAINAGE PIPING, AND/OR GARBAGE CHUTES OF THE BUILDING WILL BE FORFEIT THE CONSTRUCTION SECURITY DEPOSIT.

OWNER _____ CONTRACTOR _____

12. IF ANY CONTRACTOR OR SUBCONTRACTOR VIOLATES ANY OF THE ASSOCIATION RULES, A \$500.00 FINE WILL BE IMPOSED FOR EACH VIOLATION.

OWNER _____ CONTRACTOR _____

UNIT # _____

OWNER SIGNATURE _____ DATE _____

CONTRACTOR SIGNATURE _____ DATE _____

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DATE: _____
MR. OR MRS. _____
210-174TH STREET UNIT # _____

THIS IS YOUR LETTER OF APPROVAL TO BE PRESENTED TO THE BUILDING DEPARTMENT AT SUNNY ISLES BEACH CITY HALL.

TYPE OF WORK: _____

AREA SIZE: _____

COST VALUE: _____

AFTER YOU REGISTER WITH SUNNY ISLES BEACH CITY HALL, YOU MUST BRING A COPY OF THE REGISTRATION AND PERMIT TO THE ASSOCIATION OFFICE. THE ASSOCIATION REQUIRES BEFORE YOU COMMENCE ANY WORK A DEPOSIT CHECK IN THE AMOUNT OF \$3,000.00. WHICH WILL BE REFUNDABLE, IF THERE ARE NO DAMAGES TO THE BUILDING ALSO, THE ASSOCIATION REQUIRES A NON-REFUNDABLE PERMIT PROCESSING FEE OF \$100.00 PER PERMIT.

THE FREIGHT SERVICE ELEVATORS MUST BE RESERVED WHEN DELIVERING CONSTRUCTION MATERIALS OR DISPOSING OF CONSTRUCTION GARBAGE. TO RESERVE THE ELEVATOR YOU NEED TO PROVIDE THE ASSOCIATION WITH A NON-REFUNDABLE \$100.00 CHECK PAYABLE TO WINSTON TOWERS 600.

THE COPY OF THE PERMIT (S) MUST BE POSTED ON THE UNIT DOOR. CONTRACTORS MUST BRING PERMIT TO OFFICE BEFORE ANY DELIVERIES OF MATERIALS AND COMMENCEMENT OF ANY WORK. YOU CANNOT THROW OR DISPOSE OF ANY GARBAGE IN OR THRU THE PLUMBING DRAINS OF THE APARTMENT, AND/OR OUR CHUTES, AND/OR COMPACTORS AND/OR GARBAGE ROOMS. FLOOR/CARPET OUTSIDE THE APARTMENT MUST BE PROTECTED AT ALL TIMES, DURING CONSTRUCTION/ RENOVATION WITH A PLASTIC FILM.

SHOULD YOU FAIL TO COMPLY WITH ALL REQUIREMENTS, YOU WILL NOT BE ADMITTED TO WORK IN THE BUILDING AGAIN. ALSO, DURING THE RENOVATION PROCESS, THE ASSOCIATION OFFICE WILL INSPECT THE UNIT.

CONTRACTOR'S COMPANY NAME &
SIGNATURE _____

BOARD OF DIRECTORS - TITLE

SWORN TO AND SUBSCRIBED BEFORE ME

THIS _____ DAY OF _____ A.D. _____

NOTARY PUBLIC, STATE OF FLORIDA AT LARGE

MY COMMISSION EXPIRES: _____

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WINSTON TOWER 600 BUILDING RECOMMENDS THE FOLLOWING SOUNDPROOFING BENEATH ALL:

_____ WOOD, _____ TILE, OR _____ MARBLE FLOORS

SOUNDPROOFING: (REVIEW LIST IN CONSTRUCTION PACKAGE)

AREA SIZE: _____

COST VALUE: _____

INSTALLATION: ALL MATERIALS MUST BE SHOWN TO THE WINSTON TOWERS 600 REPRESENTATIVES BEFORE WORK COMMENCES AND AFTER SOUNDPROOFING IS INSTALLED, IF YOU CHOOSE NOT TO PROVIDE SOUNDPROOFING AND THE UNIT OWNER BENEATH YOU COMPLAINS OF EXCESSIVE NOISE, THE FOLLOWING MAY OCCUR: YOU CAN BE SUED; YOU MAY BE REQUIRED TO PULL UP YOUR EXISTING FLOOR TO PROVE YOU HAVE SOUNDPROOFING; YOU MAY BE REQUIRED TO PLACE RUGS OVER YOUR EXISTING FLOOR.

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CONTRACTOR'S NAME & SIGNATURE _____

BOARD OF DIRECTORS – TITLE

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NOTARY PUBLIC, STATE OF FLORIDA AT LARGE

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