

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

RENTER'S APPLICATION

DATE: _____ **UNIT#** _____

OWNER'S NAME: _____

RENTER'S NAME _____

REAL ESTATE AGENT: _____

PROCESSING APPLICATION FEE: _____

BACKGROUND CHECK: _____

REFUNDABLE RENTAL DEPOSIT: _____

**(EQUIVALENT TO ONE (1) MONTH'S RENT
MUST BE A CASHIER'S CHECK OR MONEY ORDER ONLY)**

INTERVIEW DATE: _____

WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION, INC.

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RENTER'S APPLICATION **ATTENTION ALL UNIT OWNER'S**

IF YOU PLAN TO LEASE OR SELL YOUR UNIT YOU MUST NOTIFY THE ASSOCIATION OFFICE OF YOUR PROPOSED TRANSACTION AT LEAST TWENTY (20) BUSINESS' DAYS BEFORE THE PLANNED DATE OF OCCUPANCY AND YOU WILL THEN RECEIVE THE FOLLOWING FORMS:

- A. APPLICATION FOR APPROVAL OF OCCUPANCY.
- B. AUTHORIZATION TO RELEASE REFERENCES.
- C. ASSOCIATION ADDENDUM TO LEASE AGREEMENT.
- D. INSTRUCTION SHEET ON MOVING.
- E. A SET OF RULES AND REGULATIONS.
- F. EMERGENCY PACKAGE

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

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

1. COMPLETED APPLICATION PAGES 1 THRU 15
2. A REFUNDABLE COMMON AREA RENTER'S DEPOSIT EQUIVALENT TO ONE (1) MONTH'S RENT WHICH MUST BE A CASHIERS CHECK OR MONEY ORDER ONLY.
3. COPY OF EXECUTED LEASE AGREEMENT SIGNED BY BOTH PARTIES
4. ADDENDUM TO LEASE AGREEMENT PROVIDED SIGNED BY BOTH PARTIES
5. SIGNED RECEIPT OF RULES AND REGULATIONS.
6. SIGNED RELEASE OF INFORMATION AUTHORIZATION FORM
7. COPIES OF CURRENT PHOTO I.D. FOR ALL APPLICANTS. IF NOT RESIDENT COPY OF PASSPORT AND VISA. COPY OF MARRIAGE CERTIFICATE IF DIFFERENT LAST NAMES.
8. COPIES OF LAST 2 YEARS OF TAX RETURNS
9. ONE (1) REFERENCE LETTERS OF EMPLOYMENT, BANK, & RESIDENCY
10. APPLICANTS MUST BE PRESENT IN PERSON AT THE 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 (20) BUSINESS' 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.

SIGNATURE

SIGNATURE

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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 \$300.00 FEE FOR PROCESSING THE PET REQUEST ACCOMODATION.

THE PET IS ALWAYS TO BE TRANSPORTED IN A PET CARRIER 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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RENTER’S APPLICATION

ANY APPROVAL ISSUED BY THE ASSOCIATION IS CONTINGENT UPON THE ASSOCIATION’S MANAGEMENT CERTIFYING THE PAYMENT OF ANY AND ALL OUTSTANDING ASSESSMENT, FINES, LATE CHARGES, OR ANY OTHER FEES OWED BY THE CURRENT UNIT OWNER TO THE ASSOCIATION.

APPROVAL MAY BE RIGHTFULLY WITHHELD UNTIL ALL SUCH OUTSTANDING MAINTENANCE ASSESSMENT DEBTS HAVE BEEN PAID TO THE ASSOCIATION AND REPAIRS IN THE UNIT HAVE BEEN PERFORMED.

NO ONE MAY MOVE INTO THE UNIT BEFORE BEING APPROVED BY THE ASSOCIATION. ANYONE MOVING INTO THE BUILDING WITHOUT CONDOMINIUM APPROVAL WILL BE AUTOMATICALLY REJECTED, FOLLOWED BY LEGAL ACTION AND OR/ EVICTION. ANY UNIT OWNER THAT ALLOWED FOR THE RENTER TO MOVE IN WITHOUT PRIOR AUTHORIZATION FROM THE BOARD WILL BE LEVIED A FINE.

LEASES FOR LESS THAN SIX (6) MONTHS AND ONE (1) DAY WILL NOT BE APPROVED; ANY UNAPPROVED LEASE/SALE OF A UNIT IS A VOIDABLE TRANSACTION AND MAY BE SET ASIDE THROUGH APPROPRIATE LEGAL ACTION.

THE UNDERSIGNED, IN CONSIDERATION OF THE APPROVAL OF WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION, INC. TO THE LEASING OF UNIT #_____ HEREBY AGREE TO BE BOUND BY ALL TERMS AND CONDITIONS OF THE DECLARATION OF WINSTON TOWERS 600 CONDOMINIUM.

DATED THIS _____ DAY OF _____, 20_____.

_____ LESSEE

_____ LESSEE

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RENTER'S APPLICATION SALES & LEASING PROCEDURES

1. THE WINSTON TOWERS 600 CONDOMINIUM ASSOCIATION MAY TAKE UP TO TWENTY 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 CERTIFICATE OF MARRIAGE IS NEEDED
4. THE ASSOCIATION REQUIRES A REFUNDABLE COMMON AREA RENTAL DEPOSIT EQUIVALENT TO ONE (1) MONTH'S RENT, WHICH WILL BE REFUNDED ONCE TENANT MOVES OUT. IT MUST BE A CASHIERS CHECK OR MONEY ORDER ONLY.
5. ALL APPLICANTS MUST ATTEND AN IN PERSON INTERVIEW WITH THE SCREENING COMMITTEE BEFORE CONDOMINIUM APPROVAL CAN BE ISSUED.
6. ANYONE MOVING INTO THE BUILDING WITHOUT CONDOMINIUM APPROVAL WILL BE AUTOMATICALLY REJECTED, FOLLOWED BY LEGAL ACTION AND/OR EVICTION.
7. 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

8. 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).
9. 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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RENTER'S APPLICATION
PROSPECTIVE RESIDENT APPLICATION

UNIT# _____ DATE RECEIVED _____

APPLICANT: _____ ADDRESS: _____

LEASE STARTING DATE: _____ LEASE EXPIRATION DATE: _____

PERSON-ADULTS: _____ CHILDREN: _____ AGES: _____

DO YOU OWN ANY PETS? _____ YES _____ NO DO YOU SMOKE? _____ YES _____ NO

PARKING SPACE NUMBER: _____ AUTOS OWNED OR USED: _____

TAG _____ MAKE _____ YEAR _____ COLOR _____

.....
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 INCOME _____

CO-APPLICANTS OCCUPATION: _____

NAME & ADDRESS OF EMPLOYER: _____

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

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, PROVISIONS, 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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RENTER’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:**

- **U-HAULS, BUDGET, PENSKE TRUCKS ARE NOT ALLOWED**
- **PROFESSIONAL MOVING COMPANIES ONLY**

MOVING COMPANIES MUST PROVIDE OFFICE WITH CERTIFICATE OF COMMERCIAL GENERAL LIABILITY INSURANCE 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 OUTS REQUIRE A REFUNDABLE \$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. NO MOVING WHATSOEVER WILL BE ALLOWED ON SATURDAYS, SUNDAYS, AND HOLIDAYS.

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.

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RENTER’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 _____

APPLICANT SIGNATURE _____ DATE _____

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Credit & Criminal

Unit # _____

Date: _____

Signature

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.

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Credit & Criminal

Unit # _____

Date: _____

Signature

Please print full name

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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.

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RENTER'S APPLICATION GLOBAL BACKGROUND ANALYSIS, INC RESIDENCY VERIFICATION

I _____ AUTHORIZE THE RELEASE OF MY RESIDENCY INFORMATION. IN ADDITION I 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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RENTER’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

NAME AND ADDRESS OF APPLICANT

NAME AND ADDRESS OF EMPLOYER

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 POSITION/TITLE

EMPLOYER’S VERIFICATION FOR COMPANY OWNERS AND SELF-EMPLOYED

- 1- COMPANY FEDERAL TAX ID# _____
- 2- COMPANY FULL LEGAL NAME _____

COMPANY OWNERS AND SELF-EMPLOYED MUST PROVIDE A CORPORATION CHARTER WITH A LIST OF OFFICERS FOR THE COMPANY WHEN RETURNING THIS FORM.

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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

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RENTER'S APPLICATION

ADDENDUM TO LEASE AGREEMENT

1. THE ASSOCIATION AND/OR ITS AUTHORIZED AGENT SHALL HAVE THE IRREVOCABLE RIGHT TO HAVE ACCESS TO EACH UNIT FROM TIME TO TIME DURING REASONABLE HOURS AS MAY BE NECESSARY FOR INSPECTION, MAINTENANCE, REPAIRS OR REPLACEMENT OF ANY COMMON ELEMENT THEREIN OR ACCESSIBLE THERE FROM, OR FOR MAKING EMERGENCY REPAIRS THEREIN NECESSARY TO PREVENT DAMAGES TO THE COMMON ELEMENTS OR OTHER UNIT OR UNITS.
2. THE LESSEE SHALL NOT ASSIGN, MORTGAGE OR ENCUMBER THIS LEASE, NOR SUBLET OR PERMIT THE LEASED PROPERTY OR ANY PART THEREOF TO BE USED BY OTHERS WITHOUT THE PRIOR WRITTEN APPROVAL OF THE ASSOCIATION.
3. THE LESSEE AGREES NOT TO USE THE PREMISES, OR KEEP ANYTHING IN THE UNIT WHICH WILL INCREASE THE INSURANCE RATES OR THE UNIT OF INTERFERE WITH THE RIGHT OF OTHER RESIDENTS OR THE ASSOCIATION BY UNREASONABLE NOISES, OR OTHERWISE; NOR SHALL LESSEE COMMIT OR PERMIT ANY NUISANCE, IMMORAL OR ILLEGAL ACT IN THE UNIT OR ON THE COMMON ELEMENTS, OR THE LIMITED COMMON ELEMENTS.
4. THE LESSEE AGREES TO ABIDE BY THE RULES AND THE REGULATIONS OF THE ASSOCIATION, AND THE TERMS AN PROVISIONS OF THE DECLARATION OF THE CONDOMINIUM, ARTICLES OF INCORPORATION AND BY-LAWS OF THE ASSOCIATION, AND AGREES TO BE BOUND BY THE RULES AND GUIDELINES OF THE ASSOCIATION AND ANY OTHER RULES WHICH MAY BECOME OPERATIVE FROM TIME DURING SAID LEASEHOLD.
5. THE PARTIES HERETO SPECIFICALLY ACKNOWLEDGE AND AGREE THAT THE ASSOCIATION IS HEREBY EMPOWERED TO ACT AS AGENT OF OWNER/LESSOR WITH FULL POWER TO AUTHORIZE TO TAKE SUCH ACTION AS MAY BE REQUIRED TO COMPEL, COMPLIANCE BY THE LESSEE AND OR LESSEE'S FAMILY OR GUESTS, WITH THE PROVISIONS OF THE DECLARATION OF CONDOMINIUM, IT'S SUPPORTIVE EXHIBITS, THE FLORIDA CONDOMINIUM ACT AND THE RULES AND REGULATIONS OF THE ASSOCIATION, INCLUDING THE POWER TO TAKE LEGAL, ACTION TO EVICT THE TENANT.
6. THE APPROVAL OF THIS RENTAL APPLICATION BY THE ASSOCIATION IS TO BE EXPRESSLY CONTAINED UPON THE LESSEE'S OBSERVANCE OF THE PROVISIONS CONTAINED IN THE ADDENDUM ANY BREACH OF THE TERMS HEREOF SHALL GIVE THE ASSOCIATION THE AUTHORITY TO TAKE IMMEDIATE STEPS TO TERMINATE THE LEASE AGREEMENT. THE OWNER/LESSOR ACKNOWLEDGES THAT HE REMAINS ULTIMATELY RESPONSIBLE FOR THE LESSEE, AND LESSEE'S FAMILY AND GUESTS. OWNER/LESSOR AGREES THAT THE REMAINS RESPONSIBLE FOR ANY COSTS INCURRED BY THE ASSOCIATE, INCLUDING ATTORNEY'S FEES IN REMEDYING VIOLATIONS OF THIS ADDENDUM AND/OR VIOLATIONS OF THE CONDOMINIUM DOCUMENTS.

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

- 7. THE PARTIES HERETO AGREE THAT UPON RECEIPT OF WRITTEN DEMAND FROM THE ASSOCIATION, THE LESSEE SHALL REMIT RENTAL PAYMENTS WHICH MAY BE OWED TO THE OWNER/LESSOR DIRECTLY TO THE ASSOCIATION TO THE EXTENT OF ANY DELINQUENCIES IN THE ASSESSMENTS AND THE RELATED FEES AND COSTS OWED BY THE OWNER/LESSOR.
- 8. RENTAL LEASE AGREEMENT MAXIMUM IS ONE (1) YEAR, MINIMUM SIX (6) MONTHS AND ONE (1) DAY.
- 9. **THE ASSOCIATION MUST APPROVE EXTENSIONS OR RENEWALS OF THE RENTAL AGREEMENTS. RENEWAL MAY NOT BE SOLELY BETWEEN OWNER AND TENANT. THE RENEWAL OF THE LEASE AGREEMENT MUST BE SUBMITTED TO THE ASSOCIATION OFFICE AND UPON REVISION OF THE TENANT’S HISTORY IN THE BUILDING, RENEWAL WILL BE GRANTED OR DENIED.**
- 10. UNIT OWNERS MUST PROVIDE THE ASSOCIATION WITH PROOF OF HOMEOWNERS INSURANCE CERTIFICATE, NAMING THE WT600 AS AN ADDITIONAL INTEREST IN THE POLICY.
- 11. A PREVENTIVE MAINTENANCE INSPECTION MUST BE DONE BY THE ASSOCIATION AND IF DEFICIENCIES ARE FOUND, THEY MUST BE CORRECTED BEFORE APPROVAL.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE HEREUNTO SET THEIR HANDS AND SEALS,

THIS _____ DAY OF _____, 20_____.

LESSORS:

LESSEES:

I/WE UNDERSTAND THAT ANY VIOLATION OF THE TERMS, PROVISIONS, CONDITIONS AND COVENANTS OF THE WINSTON TOWERS 600 CONDOMINIUM DOCUMENTS PROVIDES CAUSE FOR AVAILABLE IMMEDIATE ACTION AS THEREIN PROVIDED OR TERMINATION OF LEASEHOLD UNDER APPROPRIATE CIRCUMSTANCES.

DATED THIS _____ DAY OF _____, _____.

SIGNED: _____

APPLICANT

APPLICANT

*****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.

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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.
- 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. Drinking of alcohol is not permitted by the pool area. Smoking is not permitted in any of the building common areas
- 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.
- 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.

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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

I. LOCKERS AND STORAGEES

- 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. Moving must be done by professional movers only and Association must get the commercial general liability certificate prior to move in/out. Moving trucks shall park only in the spaces designated by the Board of Directors. You must notify the Association Office at least 24 hours prior to Delivery date.

ELEVATOR USAGE WILL BE DENIED AFTER 5:00 P.M WHETHER OR NOT THE MOVING IS COMPLETE.

- 2- In order to reserve the elevator a refundable \$250.00 deposit must be given to Association and a non-refundable \$150.00 fee.

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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

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.

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- 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.

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.

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- 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.
- 17- The exterior of the Building, the units and all other areas appurtenant to a unit shall not 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