



### Construction Guidelines

With the advancing age of our condominium and the desire of owners to update their units, we have prepared these guidelines in an effort to minimize the disruption to other residents. All requirements are either specifically stated or inferred in the condo documents and rules.

1. The Association Manager on behalf of the Board of Directors must be notified when any work is scheduled for a unit in order to notify the security guardhouse to permit contractor property access.

A design plan of the renovation must be delivered to the Association Manager designating the contractors and sub-contractors who will perform the work, the materials to be used, the date work will commence and the expected date of completion.

If a floor covering such as wood, tile, marble or other hard surface is to be used, special sound-deadening material (Proflex, minimum 1/4") must be included in the installation procedure and must be approved by the Association Office on behalf of the Board of Directors.

2. Certificates of Insurance evidencing both Liability and Workmen's Compensation coverage naming Islandia I Condominium Association as an additional insured must be provided by all vendors before work commences. *Work requiring licenses issued by the City of Jensen Beach and/or County of St. Lucie must also be provided along with the insurance certificates.*
3. Work may be performed from 8:00AM until 3:45PM, Monday through Friday. Contractors are required to exit the property by 3:45PM. No contractors are permitted on property Saturday or Sunday.
4. Work areas, elevators, stairs and hallways must be cleaned up every day and all construction debris must be removed by the Contractors. It *may not* be placed in the Association trash chutes or dumpsters. Any cleanup that is necessary by the Association Staff is subject to a \$100.00 fee billed to the unit owner. Tile cutting and drywall cutting is not permitted on the catwalks and balcony. Shutters must be closed while contract work is being performed.
5. Arrangements for the parking of construction vehicles must be made prior to their arrival at Islandia I and must be strictly observed.

In consideration for the following of my instructions, and to the fullest extent permitted by law, I hereby release, indemnify and hold the Islandia I Condominium Association and its officers, directors, agents and employees harmless from and against any and all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of my authorization and the access to the unit as a result thereof.

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Unit Owner	Unit #	Date
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## ATTENTION ALL CONTRACTORS HERE ARE THE RULES FOR WORKING AT ISLANDIA I

- YOU CAN ONLY WORK **MONDAY THRU FRIDAY**, FROM 8:00AM AND BE **OFF** THE PREMISES BY 3:45 PM. **NO** WORK ON WEEKENDS, **EVEN** IF WORK IS PERFORMED BY OWNER.
- ALL CONTRACTOR'S MUST PROVIDE PROOF OF LIABILITY, ANY PERMITS THAT ARE REQUIRED BY ST. LUCIE COUNTY AND THE TOWN OF JENSEN BEACH AND WORKMANS COMP INSURANCE.
- THERE CAN BE NO DEBRIS ON WALKWAYS OR IN LOBBY IF YOU MAKE A MESS CLEAN IT UP. FAILING TO CLEAN UP WILL RESULT IN A \$100.00 FEE TO THE OWNER.
- YOU CAN ONLY USE THE SERVICE ELEVATOR ON THE LEFT.
- ALL KEY'S **MUST** BE TURNED INTO OFFICE WHEN YOU LEAVE FOR LUNCH.
- ALL KEY'S MUST BE RETURNED TO OFFICE BEFORE 3:45 PM. IF THE OFFICE IS CLOSED SLIDE KEY UNDER OFFICE DOOR.
- NO WORK WILL BE PERFORMED IN LOBBY OR WALKWAYS.
- YOU MUST SIGN IN AND OUT AT OFFICE.
- NO TRUCKS ARE TO BE PARKED ON THE RED BRICK IN FRONT OF BUILDING.
- YOU CAN NOT KEEP THE SERVICE ELEVATOR LOCKED ON ONE FLOOR YOU MUST SHARE WITH OTHER CONTRACTORS AND EMPLOYEE'S.
- ALL TRUCKS AND VANS MUST BE PARKED ON SOUTH SIDE OF BUILDING AGAINST THE WALL. NO TRUCKS ARE PERMITTED UNDER THE COVERED ENTRANCE, DUE TO THE WEIGHT LIMIT ON THE ENTRANCE DRIVEWAY.
- ALL VEHICLES MUST FACE FORWARD AND NOT BACKED IN.
- NOTHING CAN BE BROUGHT IN LOBBY AND LEANED AGAINST THE WALLS OR LEFT SITTING IN THE LOBBY. GET THE ELEVATOR FIRST, LOCK IT OFF AND BRING ITEMS IN AND PUT IN ELEVATOR.
- ALL DEBRIS MUST BE REMOVED FROM ISLANDIA GROUNDS.
- WALKWAYS IN FRONT OF OWNERS DOOR AND TO ELEVATOR'S MUST BE CLEANED ON A DAILY BASIS.
- USE OF THE CONDO DUMPSTERS IS PROHIBITED. IF CAUGHT YOU WILL BE CHARGED FOR A WHOLE LOAD.
- SHUTTERS MUST BE CLOSED WHILE WORKING ON THE BALCONIES. ALL TILE WORK ON BALCONIES **MUST** HAVE THE GROUT SEALED. DO NOT CUT THE EXISTING SURFACE.

