

GRAND VENEZIA COA WELCOME PACKET FOR NEW OWNERS & TENANTS

UNIT # _____

MAILBOX # _____

GVCOA Office # 727-216-6123

Email: admin1@grand-venezia.com

Mon, Tues, Thurs, Fri, 9am-5pm & Wed 10am-6pm



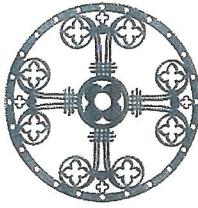
WELCOME PACKAGE

We want to take this opportunity to welcome you to our community. You have chosen to live in the most beautiful luxury condominium community in Clearwater. As you might expect, we are very proud of our property and its amenities which makes it a premier community in Florida. Be sure to ask about our monthly social events.

What you will find contained herein, are the basic rules and policies governing our community. This is not intended to be an exhaustive list of answers to every question, but it is intended to communicate basic and valuable information that may be beneficial to your stay!

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- Contact Information
- Emergency Information/Gas Leaks
- Important Notice Regarding Unit Negligence
- Moving In or Out
- Mail / Parcel Retrieval
- Garage/Storage Units
- Security (Guard House)
- Trash/Waste
- Parking
- Pets
- House Rules
- Pool/Spa/Fitness Center/Sauna/Gazebo Rules
- Noise Levels
- General Property Policy
- Owners Information / Rental Units



CONTACT INFORMATION

Grand Venezia Office: 727-216-6123

Website: www.grand-venezia.com

Property Manager manager@grand-venezia.com

Maintenance maintenance@grand-venezia.com

Office admin1@grand-venezia.com

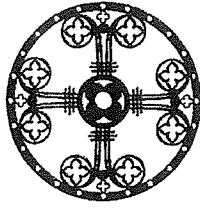
SECURITY @ FRONT GATE: 727-223-3387

CLUBHOUSE HOURS

Sun-Closed	Mon-8a-4p	Tues 8a-4p	Wed 8a-4p	Thurs 8a-4p	Fri 8a-4p	Sat-Closed
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IMPORTANT NUMBERS

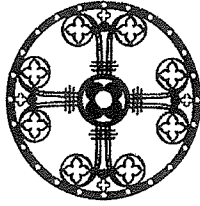
<u>Association Accountant:</u> David Ormiston	(727) 789-0355
<u>Gas Service</u> - City of Clearwater Gas:	(727) 562-4900 x7419
<u>Water & Sewer Service</u> (Think Utility)	(888)-696-3837
<u>Electric Service</u> - Duke Energy:	(727) 443-2641
<u>Cable TV / Internet</u> - Spectrum:	(855) 222-0102
<u>Clearwater Police Dept</u> - (non-emergency)	(727) 562-4242
<u>Clearwater Fire Dept:</u> - (non-emergency)	(727)-562-4334



**AFTER HOURS
MAINTENANCE
EMERGENCY:
727-223-3387**

**FIRE – CALL 911
WATER LEAKS
SEWAGE BACKUP**

**FOR A POLICE RELATED
EMERGENCY, CALL 911**



SMELL GAS – ACT FAST!

If you smell gas in a stairwell, hallway or inside your home...Walk away, go outside.

Call: Clearwater Gas at 727-462-6633 or 911 Immediately!

Do not assume that someone else has reported the emergency. Below are all consider a gas emergency:

***you smell gas or suspect a gas leak.**

***There is abnormal pressure (high or low flame) or no gas in your gas appliances.**

***Gas to an appliance or heating unit stays on and cannot be shut off.**

***There is a continuous flow of water leaking from your water heater.**

***Gas pipes are making unusual noises like roaring, hissing or whistling.**

***You see a white cloud, mist, fog or bubbles in standing water.**

***There is an odor other than natural gas that is irritating to your eyes, nose or throat.**

***Someone is exhibiting symptoms of carbon monoxide exposure such as headache, nausea, lethargy, disorientation and combativeness.**

***Every report of a gas leak is a potentially hazardous situation. We recommend you evacuate the premises and wait for responders to arrive.**

DO NOT: smoke, use a cell phone, flashlight, turn lights on or off, or operate any motorized equipment that could spark.

NOTE: there are digital gas detection alarm systems and gas leak monitors/sensors that may be purchased for approx. \$15 from any major home supply store.

Grand Venezia

Condominium Association, Inc.

IMPORTANT NOTICE

This email is a reminder to all GV Owners that routine maintenance is required for equipment and fixtures inside your unit. Included in this reminder is the actual text from the Grand Venezia governing documents which defines this requirement. The following items are a short list of the most common issues we address daily on the GV property (and for which the cost is passed on to all unit owners):

1. Air conditioning units that are not being properly serviced. The condensate lines fill with green slime, back up and leak into the units below. If these lines back up and cause a flood into a neighboring unit, the Owner is responsible. Additionally, we have seen some of the filthiest filters imaginable... these should be changed 1x per month.
2. Plumbing fixtures that are failing: leaking faucets, showers, bathtubs, toilets cause slow leaks into the Association's sub-floor requiring extensive repairs to the Association common elements. We see a significant number of shoddy repairs to unit fixtures, which continue to allow the fixture to leak, causing harm to the Association sub-floors. Please replace your fixtures if you know there is currently a crack or leak or if you had a previous crack, leak or repair.
3. Washer and dryer hoses that dry out and deteriorate causing leaks or floods into neighboring units. Please check your hoses to be sure they are in optimal condition.
4. Dryer vents that have not been cleaned- can cause a fire. This is Owner responsibility and should be done yearly.

Section 7.2 Association Maintenance. Refers to maintenance and repair/replacements in or to the Common Elements and Association property, it states that all is the responsibility of the Association "...**except to the extent arising from or necessitated by the negligence, misuse or neglect of specific Unit Owners, in which case such cost and expense shall be paid solely by such Unit Owners.**"

Section 3.3.4 of the Declaration states: Air Conditioning Equipment. The compressors, air handlers, ducts and ancillary air conditioning equipment serving a particular Unit exclusively, if any, and installed outside of the Unit (exclusive of the cooling systems and ancillary equipment located within the cooling towers on the roof of the building in which the Unit is located) shall be a part of the Unit which that equipment serves.

Additionally, 7.1.1 states (emphasis added): Except as otherwise expressly provided to the contrary in this Declaration, each Unit Owner shall perform, at the Unit Owner's sole cost and expense, **all maintenance, repairs and replacements of, in or to any Unit, ordinary or extraordinary, foreseen or unforeseen, including, without limitation,** the day-to-day cleaning and care of all interior walls (whether or not part of the Unit), maintenance, repair and replacement of interior nonstructural walls (other than those walls that are a part of the Common Elements), the day-to-day cleaning and care of the interior side of the entrance door and the interior side of all other doors within or affording access to a Unit, and the electrical (including wiring), **plumbing (including fixtures and connections), heating and air-conditioning equipment, fixtures** and outlets within the Unit, **appliances**, carpets and other floor coverings within the Unit, all interior surfaces and the entire interior of the Unit lying within the boundaries of the Unit or other property belonging to the Unit Owner and those Limited Common Elements which are to be maintained by the Unit Owner pursuant to this Declaration.

We ask that all Owners immediately take a look at your unit fixtures, whether you live here or have tenants in your unit. If there is evidence of neglect to a fixture or system in a unit and it causes damage to the Association elements, the Owner will be held responsible for repairs.

Sincerely,

Grand Venezia Management

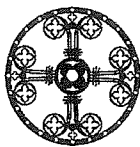


MOVING IN OR OUT

Guidelines

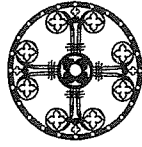
- You MUST notify Office Staff and Guard House of your intentions to move in prior to arriving.
- Moving in or out will only be accommodated Monday through Friday between the hours of 9:00A.M. and 7:00P.M. and on Saturdays between the hours of 10:00A.M. & 8:00P.M. Under no circumstances will a truck longer than 40 feet be allowed on the property.
- No moving in/out on Sundays or Holidays
- NO MOVING TRUCKS ALLOWED OVERNIGHT *** This includes vans, buses, jet skis, travel trailers or any other type of trailers, mobile homes, campers or recreational vehicles.

If you have questions, please call the GVCOA office: (727) 216-6123



GENERAL MAIL DELIVERY

- Please pick up your mail daily. Mail postmarked 10 days old and not picked up will be returned to sender as unclaimed.
- The large lockers to the right of the general mailboxes are for packages that do not fit in your mailbox. The mail carrier will place a corresponding key with a box number in your mailbox for package retrieval from the locker. All *packages will be returned to the post office for your pickup if not removed from the locker within 3 days of delivery.*
- Packages arriving via FedEx, UPS, Amazon or other private carriers will be *delivered to your door*. We cannot accept deliveries on your behalf from any private carriers.



GARAGE-STORAGE UNITS

Garages: Lease of garages are available only to owners through the GVCOA Office: 727-216-6123

Note: The party leasing a garage is the only entity that can park in front of that garage.

Storage Units: Lease of storage are available only to owners through the GVCOA Office. Inquire about leasing through the GVCOA Office: 727-216-6123.



NEED MORE SPACE ??

**LARGE STORAGE UNITS
AVAILABLE FOR LEASE !!!!!**

5 1/2 x 7 x 9 \$462 YEARLY

(+ \$100 refundable deposit)

INQUIRE WITH CLUBHOUSE STAFF



SECURITY / GUARD HOUSE

Owner / Tenant Property Access

- In order to enter the property, you must be issued a temporary pass or have a window bar code affixed to your vehicle for long-term access. See the GV office staff for your barcode sticker.

Guest / Property Access

- In order for your guests to enter the property, you must call the Guard House in advance: 727-223-3387. (1 hour lead time is recommended)
- Your guest will be issued a temporary pass good for one day. If you have someone visiting between two and seven days, call us at 727-216-6123 or email admin1@grand-venezia.com with your guest's name(s) and start and end date of their stay. ***Always reference your Unit # in the subject line of all correspondence***
- Guest Passes must be displayed on the vehicle's dash at all times with dates visible.

Food Delivery, Furniture Delivery, Car Service, UBER, etc.

- If you order outside services (including contractors) you MUST notify the Front Gate in advance of all vendor arrivals: 727-223-3387



GRAND VENEZIA TRASH/WASTE POLICY

Our community **DOES NOT** provide a trash service at your unit.

It is the responsibility of everyone living in the community to take their trash to the trash compactor located just beyond the office in front of the car wash area.

- Bagged or other trash is never to be placed in the hallways.
- Take trash to the trash compactor and place it in the large door.
- **All trash MUST be placed in the compactor.**
- **OVER SIZE ITEMS** must be taken to the Pinellas County Landfill, Southwest City of Clearwater or Arrange for pickup.
- **PLEASE DON'T FORGET TO PRESS THE "START" BUTTON AFTER YOU PUT TRASH IN THE COMPACTOR.**



<<<<<< THIS IS UNACCEPTABLE!!!

If for any reason the compactor is not working, PLEASE notify the GV office immediately!!

This is your community, and it is your responsibility to keep it neat and orderly. Please help by doing your part regarding trash removal.



GRAND VENEZIA PARKING

- Vehicle barcodes can be purchased by residents from the GVCOA office for a fee in the form of check or money order. **We do not accept cash, credit or debit cards.** Please see GVCOA office for further details.
- No Parking Zones must be observed. Violators will be towed at owner's expense.
- Do not park in front of a garage unless it is yours ***or you possess written authorization.***
- Daily Guests will be issued a "One Day" parking pass at the Guard House.
- Disabled Parking areas are restricted to vehicles furnished only with a valid Disabled Parking pass.
- No boats, trailers, motor homes or commercial vehicles can be parked within the community unless inside a garage. No commercial vehicles can be parked overnight unless contracted for working on GVCOA property.



PETS

- All pets must be approved by GVCOA as well as the Unit Owner prior to being brought to Grand Venezia (*ask office staff for a Pet Application*).
- *Pet Registration Fee and Current Vaccination Records are Required*
- The following are some examples of animal breeds and any mix of these breeds which will NOT be approved:
 - Akita, Alaskan Malamute, American Staffordshire Terrier, Bullmastiff, Chow, Dalmatian, Doberman Pinscher, Eskimo Spitz, German Shepherd, Giant Schnauzer, Great Dane, Husky, Pit Bull, Presa Canario, Rottweiler, Saint Bernard, Wolf Hybrid
- Licensed and prescribed Service Dogs will not be prohibited based on breed.
- Only one pet per unit.
- All pets, when outside the unit, must always be leashed and under the control of the owner.
- Any fecal matter is to be picked up immediately. Receptacles are provided for disposal.
- No pets allowed in or around the clubhouse, pool area, playground or tennis court.
- If a pet becomes a nuisance to other owners, it will need to be removed from the property.



NOISE LEVELS INSIDE & OUTSIDE OF YOUR CONDOMINIUM

Living the "Condo Lifestyle" is low maintenance and practically turn-key. The benefits are way too many to list.

However, it is quite easy for most residents to forget the close proximity which they live in with their neighbors.

We would like to take this opportunity to notify you of the wood frame used to build Grand Venezia and how this particular construction *affects sound* throughout the walls and floors in each building.

**We want to give our residents the respect of 'peace & quiet' most days,
but especially during quiet time here which is after 10:00 pm.**

Everyone has a right to live and play in their own domain. However, we ask that you to be mindful of heavy walking and loud sounds when you know there are others living beside, above and particularly beneath you.

Although we at Grand Venezia do not expect noise levels to ebb completely, we *can* implore everyone to consider the solace of others. We have elderly and youngsters here that need proper rest as well as full-time working residents who are not on vacation.

Preventative measures such as this help keep "Condo Living" appealing!



POOL – SPA TUB – SAUNA – GAZEBO – FITNESS CENTER

Fobs are needed to access GV amenities - Hours are daily: 9 am - 10 pm

These facilities are for registered owners and their guests. Valid fobs must be presented upon request. Limit of 2 guests per resident will be enforced if required to comply with capacity. Residents have priority.

- No loud music – GV staff provides music poolside through clubhouse sound system
- No diving, running or horseplay on pool deck
- No grilling or use of portable grills on pool deck
- Beverages are not permitted in the pool and all containers must be 4 feet from pool's edge
- GLASS IS NOT PERMITTED ANYWHERE INSIDE POOL AREA, SPA OR SAUNA
- Beer kegs are permitted inside Gazebo only
- No smoking on or near pool deck
- Under 16 years of age must have an adult present
- No nudity or thong bathing suits
- Diaper wearers must use leak proof plastic pants in the pool.
- Clean up after yourself - dispose of all trash.
- No "toys" that interfere with others enjoyment of the pool are allowed.
- Pool chairs & tables may not be saved or reserved.
- Towels left on vacant chairs may be removed by management so others can use them.
- Shoes, shirts and cover-ups must be worn at all times in the clubhouse fitness and business center (wet bathing suits are not permitted).
- Individuals assume responsibility for any injuries sustained while using the pool, spa or facilities- always practice water safety.
- Leave the pool area immediately if thunder and/or lightning are in the area.
- GVCOA is not responsible for lost or stolen items.

SWIM AT YOUR OWN RISK THERE IS NO LIFEGUARD ON DUTY

Spa Tub

- Under 16 years of age must have an adult present

Sauna

- No one under 18 years of age permitted at any time

Fitness Center

- No one under 18 years of age is permitted at any time. No wet swimsuits permitted.
- Fitness Center is available 24 hours

Gazebo Use

- The screened pool Gazebo is available to residents but is only available on a first come first serve basis.
- When using the Gazebo, please take trash to the compactor when finished.



GENERAL PROPERTY POLICY

Water Leaks

- The GVCOA Maintenance department reserves the right to enter any unit to address a water leak or other issue that may damage another unit.
- In the event of a leak, notify the Maintenance Manager via email: maintenance@grand-venezia.com and reference your unit number in the subject line.
- For all other maintenance issues, contact your rental property manager or unit owner.

Law Enforcement

- Dial 911 for all emergencies.

Balconies & Patios

- No painting or permanent decorations are permitted.
- No grills or firepits are permitted on balconies.
- No storage on the balcony.
- No hanging of laundry, rugs etc. on the balcony.

Breezeways (Hallways)

- Items such as bicycles, fishing equipment, shoes, strollers, plants and any other items are not permitted in the breezeways, underneath stairwells or other common areas.
- Smoking is NOT permitted in Breezeways, Hallways or Stairwells at **ANY TIME**.

Noise

- There is a 10:00 pm sound ordinance throughout the community - this includes Pool, Hot Tub and Gazebo areas.



OWNERS INFORMATION

RENTAL UNITS

Owners with Rental Units

- GVCOA does not get involved with rentals of owner's units.
- Owners are responsible for all maintenance issues relating to water, gas and electric.
- Owner's desiring to rent their unit are required to provide the GVCOA offices with a copy of the signed lease at least 5 business days prior to the tenant moving in with phone numbers and email addresses for all tenants.
- The GVCOA office will provide a "Welcome Package" to new tenants at time of registration. New tenants may also purchase barcodes at that time, if desired.
- Minimum 30 days rental.

Contractors & Repairs

- All Contractors must be licensed in order to perform work within any unit.
- Owner/Resident must call the GVCOA Office and notify them that they are having a Licensed Contractor perform electrical, HVAC, and /or plumbing services in their unit.
- Vendors / Contractors / Furniture Deliveries will only be accommodated Monday through Friday between the hours of 9:00 am and 7:00 pm and on Saturdays between the hours of 10:00 am and 8:00 pm.
- Owner/Resident must call the Guard House to let them know they are expecting the contractor as well as day and time the contractor will arrive.

GVCOA Documents, Etc.

- Owners are entitled to a copy or an inspection of any public association document when requested in writing and in advance. There are additional policies regarding documents that can be obtained from the GVCOA office.

THANK YOU AND WELCOME TO THE COMMUNITY!!!