

Waterside – Welcome Orientation

1. Visit POA Office-Meet staff, review POA Services and ACMPOA Handbook;
2. Website-Introduce POA and Waterside Websites at www.admiralscovepoa.com;
3. Introduce Waterside Board of Directors;
4. Review Source Documents, Rules and Regulations, Happenings and FAQ;
5. Review H06 Insurance requirements;
6. Review Closing Documents, including Dock License Agreement and Agreement to Abide;
7. Take Picture;
8. Permission to Post Picture on Website: _____;
9. Permission to receive Waterside information via email: _____;
10. Email address/Phone Number: _____;
11. Permission to publish contact info: _____;
12. Permission to share name, telephone number, email and address with other Waterside members: _____;
13. Maintenance fees-billed quarterly and due on first of each quarter;
14. Trash Collection-Monday (includes recyclables) and Thursday. Use trash cans, not plastic bags. If you are not available to take in your trash cans Security, if requested, can put them into your garage. Refuse containers are only allowed to be set out between the hours of 7AM and 11PM on the day of trash pickup;
15. Comcast TV-Provided by the Condo Association. Comcast will provide two (2) High Definition Digital Video Recorders (DVR), two (2) High Definition Digital Receiver, two (2) Digital Adapters (DTA), and high speed internet service. Provide Channel Lineup. Telephone Service can be signed up for through Comcast directly, at a reduced rate of \$20.00 for the first line and \$10.00 for a second "fax line";
16. Landscaping, Gardening & Sprinklers-General maintenance, trimming and care of all plants and sprinklers is provided by the Condo Association;
17. Pest Control-Monthly external treatment and regular subterranean termite service is provided by the Condo Association. If you have specific additional needs contact the POA to set up service with Huelett Pest Control Service;
18. Architectural Design Review Board (ADR)-Any exterior changes to your Condo must be submitted for review with the ADR and your Board of Directors through Eric Oto at 561-746-7769. Interior renovations must be submitted for review to the Board of Directors. Visit the Website for additional information;
19. Security-The Security Staff is here to help anytime you have a question. They can help with a flat tire, dead battery, return your trash cans to your garage, place packages in your home, newspaper pickup, house checks and a home security survey (security will walk you through your home and advise you of any areas of concern pertaining to security). In addition, there is a paramedic on site 24/7 to assist should you have any medical issues;

20. Gate entrance procedures-Calling guests into the gate prior to their arrival will expedite their entry and assist the Security Officers. You can utilize the voicemail system by calling 561-748-9388 and following the prompts, or you may contact the gate directly at 561-747-3024. You may also utilize the security Website at www.Gateaccess.net;
21. Tenants-All tenants must be approved by the Board of Directors. Owners may rent their unit only once per year and for no less than three (3) months at a time. Owners are responsible for the actions of their guests and tenants;
22. POA Services-The ACMPOA offers a number of services to all residents of Admiral's Cove. These services include a Home Minder service for when you are away, a Handyman service that can take care of a variety of household needs, as well as an alarm service to monitor your alarm system;
23. Docks-The Docks are being replaced in 2013 and 2014. A member of the Board will walk your dock with you when your dock is completed;
24. Alteration Agreements-Review purpose and requirements;
25. Questions and Answers;

WELCOME TO ADMIRALS COVE AND WATERSIDE CONDO ASSOCIATION!

Address: _____ Eagle Drive _____ Date: _____

Name: _____ Signature: _____

Frank L. Marco: _____

President, Waterside Board of Directors