

GULFSTREAM TOWERS ASSOCIATION GUIDELINES FOR GUESTS

The owner of the Gulfstream Towers Condominium unit that you are a guest in has specifically defined obligations to his neighbors for the orderly administration of this building. He or she has legal obligations established by this condominium and Florida Statute 718. Owners are responsible for compliance with all Bylaws and Rules and Regulations and the Board of Directors of Gulfstream Towers and its Association manager are responsible for making sure they are adhered to.



There is a form (Policy on Guests) that the owner(s) must fill out and give to his guests before they arrive at the condominium. The forms are available at the association manager's office and must be filled out in their entirety by the owner. Some of the Rules and Regulations most often violated and strictly enforced by the Board of Directors and management are:

- There is no smoking in any common area of the building. This includes the lobby, all balconies, laundry rooms, the second floor social room, library and any portion of the patio/pool deck.
- No towels or any other items may be draped over the balcony walls.
- Only low suds detergents are to be used in the clothes washing machines.
- All food scraps and other kitchen waste must be securely double bagged before being placed in the garbage chute, located next to the elevators on all floors.

The following is a summary of most of the other House Rules applicable to guests. It is not only important, but imperative that these Rules are read and followed.

GARAGE PARKING

There are 70 units in our building and only 52 parking places so all of our residents are not guaranteed garage parking. It is up to the Association Manager to assign guests a spot if one is available. If you are assigned a spot, you will be given a parking permit with the number of the space and effective dates on the permit. The permit should be placed where it is clearly visible so that management and other residents will know that you are authorized to park in that spot. When you are ready to vacate the premises, return the permit to the office. If the office is closed, just slide it under the door. Any other procedure for your parking during your stay is illegal and your car may be towed if you do not have the permit. Guest parking when available is limited to two-week intervals. Street parking is available in front of the building and on Main Street but the City of Sarasota is very strict when enforcing parking regulations. Please familiarize yourself with those parking signs.

PLUMBING

Gulfstream Towers is more than 40 years old, so our sanitation plumbing pipes are subject to failure. Only toilet paper should be flushed down the toilet. In past cases, the Association has had to pay large sums of money to have sewer outlets cleaned because someone flushed trash and other articles down the drain. If this occurs in the unit where you are a guest, the owner will be liable for all costs in correcting the problem.

RECYCLABLES

All glass and plastic containers, metal cans, newspapers and cardboard should be put in the marked containers in the laundry room. Please make sure that nothing is left on the floor of the refuse or laundry

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rooms. If you should find a water leak in the unit that you are a guest you should report it immediately to the Association Manager or the Maintenance Technician.

ENTRY, EXIT AND SECURITY

Owners have been asked to inform the Association Manager when they are going to have people in the building, such as yourself or a repairman. In the absence of the owner, it is your responsibility to do the same. Please do not allow anyone in the front entry unless they are visiting you. Should it be necessary for you to call a repairman, it is your responsibility to meet this person at the front door and make sure he signs the log-in sheet. You should also escort him out when he has completed the repairs.

KEYS

An owner either provided you with a coded key FOB for the front entrance or made arrangements for you to pick one up from the Association Manager. The same is true for the key to the unit. All coded entrance keys must be registered with the office and if a key is not returned to the office, the owner will be assessed \$25 for a replacement.

ENTERPHONE

The interphone is a prime security feature of our building. Do not open the lobby door for anyone unless you recognize them as an owner and they should have a key. Others having a legitimate reason to enter the building should use the interphone to reach their sponsoring owner.

LAUNDRY ROOMS

Clothes washers and dryers are located next to the elevators on floors 3 through 10. However, guests should not use any appliances except the ones on the floor where they are staying. Use is permitted between 8 a.m. and 8 p.m. Both the washer and dryer cost \$1.50 per load. Please follow the instructions on the machines and be sure you clean both when you finish your laundry, especially the lint filter in the dryer. Again, it is stressed that you use low suds detergent to help prevent excess suds t back up on lower floors.

ALARMS

Fire alarms are located on each floor and in each unit. Should the alarm sound, use the stairways at either end of the balcony/walkways to exit the building. Do not use the elevators or try to telephone the office. Each unit is also equipped with a smoke detector. If this sounds, contact the office.

POOL & PATIO

The patio and pool are for everyone's use so please be courteous and considerate of others. No glass is allowed in the area and everyone should shower before entering the pool. If you have applied sun block please shower before going in the pool. Pool hours are 9 a.m. until 9 p.m. Children under 12 years of age are not allowed in the area without supervision. The FOB is needed to as the pool door automatically locks at 9:00 pm until 7:00 am. Please contact the office if you would like to reserve the kitchen or social room during your stay.