



AQUARIUS CONDOMINIUM ASSOCIATION, INC.

2751 South Ocean Drive, Hollywood, Florida 33019

Phone: (954) 921-7924 Fax: (954) 921-9768 www.aquariuscondo.com e-mail: dslavin@apmanagement.net

Notice of New Fob & Parking Systems Roll-out **Enrollment Start Date July 1st** **Enrollment Ends August 1st**

Date: June 28th, 2016

Dear Residents and Unit Owners,

The association will be rolling out the new parking and fob systems according to the schedule as set out below. **Please be advised that all the protocols therein are based on the existing rules of the Association.**

Attached are all the materials you will need to get familiar with the new policies and register your automobiles and fobs. In order for us to have a smooth transition, all fobs and automobiles must be registered by August 1st. Please fill out the attached document as completely as possible.

- **Fobs:** Your existing fobs will still be usable under the new system. You simply have to visit the front desk to update your fob information and have a new picture taken. There are currently 1000s of fobs from the old system that need to be identified. To clear this up Management will begin auditing of current fobs on July 1st. This will involve systematically shutting off unidentified fobs to encourage registration. If the audit inadvertently turns off your personal fob, simply come to the front desk and it will be registered and reactivated. Registered Residents and Permanent Guests will be entitled to one fob each. ALL others will be deactivated. **See Parking and Fob policy Attached.**
- **Automobiles:** Security will be handling automobile registration. To register simply pull up to Valet entrance and tell Valet or other staff you are there to register. The front desk is open for drive up service during normal hours (7:30-5:00pm) or you may call for an appointment after hours. Security will then verify they have your car on record, or ask you to register. If you think this will be necessary please fill out the attached forms. Security will then take a picture of your car, place a new Parking Decal identifying your space number and a non-transferrable Sticker which will allow you access to all parking gates (East Garage and West Lot). Security will finish off by taking a picture of car with decal. All this information to be uploaded to Vertilinc. Those with rental cars will be provided with a hangtag and access card (\$100 refundable deposit). **See Parking and Fob policy Attached.**
- **Deadline August 1st.** On this date all new system will be fully activated. To avoid any interruption in service you must register your fobs and automobile no later than August 1st. If you are out of town until after August 1st, simply drive up the valet deck and

explain you need to be registered and the front desk will process you as set forth above.

- Towing: On August 1st all above systems will go into full effect. Including (when necessary) towing of unauthorized vehicles. Towing will be phased in gradually. With eventual goal of **Strict Parking Enforcement**. The following are exceptions:
 - Out-of-town Residents: whose cars have been identified under prior system will not be towed, but must be registered on your return to Aquarius.
 - Towing "Grace Period": At first only warnings will be given. At a point to be determined by the Board, any vehicle not meeting this requirement may be immediately towed.
 - Private Parking Agreements "Parking With Permission": All Unidentified cars parking in spaces assigned to other units will be towed, unless a "Parking With Permission" agreement is on record with the association. **See Parking and Fob policy Attached for Proper Registration.**

If you have any questions about these new policies we stand ready to assist you.

Very truly yours,

David Slavin, Property Manager,
Aquarius Condominium Association



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Association Parking & Fob Policy Statement

June 28 2016

- a. New Fob Policy: In July management will begin the process of auditing the current fob inventory. The audit will be done on the following basis:
- Access Hierarchy: Access Shall be granted to the Community, based on the following hierarchy:
 - Registered Residents: are defined as 'Owners, or Legal Tenants over the age of sixteen'. Each Registered Resident is entitled to one (1) Fob. Photo ID in system. Only Registered Residents will be allowed to self-park.
 - Long Term "Permanent" Guests: Limited to the Registered Resident's immediate family. Immediate Family is defined as: mother-father, sons & daughters, grandchildren & grandparents, and brothers & sisters of the Registered Resident. Permanent Guests can receive a Fob, which will be activated for the period of the visit. Photo ID in system. Permanent Guests do not require Registered Resident's presence to visit. Valet Only Parking.
 - Short Term Guests: Do not receive a Fob. Must have a definite start and end date for stay. Must be accompanied by Registered Resident, or Permanent Guests while on site. Registered Resident must register all short term guests with Management. Guest's ID can work for access to facilities (Wristbands may be introduced later to facilitate this further). Valet Only Parking.
 - Day & Overnight Guests: Must be verified by Registered Resident. Registered Resident or Permanent Guests must also be on site. Does not require registration for first day, but must be registered if stay longer. Valet Only Parking.
 - Contractors: Do not receive a Fob. Owner's approval is required for all construction work in the unit. Registered Resident Tenants cannot approve construction work, but may have service-oriented vendors (i.e. Housekeepers, or At-home nurses, etc.). Must have a definite start and end date for project. Access restricted to unit and service elevators. Valet Only Parking.
 - Registration: Anyone over 29 days in a 90 day term must be registered.
- b. New Parking Policy: Parking has also been upgraded to the new Galaxy access system. Roll out of new Parking Policy and system starts in July. Below is the new Parking Policy:
- A Layered System of Security: Parking will be first step in our new security system, which will be based on a layered approach:

- First Layer- Limiting access- The old Transponder and Card ('Clicker') parking system has been changed to a non-transferrable system. This limits access to the Garage to only registered residents with properly processed vehicles.
- Second Layer- Clear identification. All new vehicles can only be registered if they are in the names of the residents. To process, all registrations shall be copied to the file, and staff will take a picture of the vehicle and place the sticker on the vehicle. Automobiles shall be identified by their space number. This will simplify tracking down violations.
 - All Registered resident's vehicles must have:
 1. Bar Code Sticker (for access) and a Valid Decal (for I.D. of Parking space)
 2. In addition, those with 'Parking with Permission' will be given a hang tag. (See Parking with Permission Below).
- Third Layer- Is a valid fob for entry into the Buildings.
- Fourth Layer- West Lot Parking: Only registered residents will be allowed to self-park here. All others must Valet Park. Valet Station has been provided with an inventory of hangtags to use to track.
- Parking with Permission Agreements: Associations only involvement with this is for the agreements to be registered, otherwise it is a matter between the two residents. To be valid, all parking with permission agreements must be registered with the Association. On the Registration form, all parties to the agreement (Grantor(s) and Grantee(s)) must acknowledge that all parking with permission agreements terminate automatically at end of the granting resident's ownership or tenancy at Aquarius. To be valid a Grantees car must have a sticker, parking decal, plus Hangtag that corresponds to that space. Management has Hangtags for each corresponding space (1-269) to be provided on registration.
- Parking Enforcement: Rovers shall conduct a parking inspection twice per shift; 1st in middle and 2nd at end of their shift. At Boards discretion, any vehicle not meeting this requirement can be immediately towed, or given a warning sticker.
- Valet Cards: To better monitor each individual Valet employee can be given a separate card to track access.

Resident Contact Form

TYPE OF RESIDENT (Please check one): **OWNER** _____ **TENANT** _____

Name: _____

Address: 2751 S. Ocean Drive, Hollywood Florida 33019, Unit #: _____

Mailing Address (if different from above): _____

City: _____ State: _____ Zip Code: _____

Please provide two (2) telephone numbers where YOU can be contacted:

Tel. #1: _____ (Circle One): Home – Work – Mobil - Other

Tel. #2: _____ (Circle One): Home – Work – Mobil - Other

Email Address (print clearly) : _____

Is there anyone in the household with special needs (handicap)

Yes _____

No _____

Emergency Contact Person: _____ Phone: _____ Relationship: _____

Additional Occupants	Name	Age	Relationship
1.			
2.			
3.			
4.			

VEHICLES	MAKE	MODEL	TAG #	ASSIGNED PARKING
1.				
2.				
3.				
4.				

PETS	Breed	Age	Weight
1.			
2.			

FOR TENANTS ONLY – PLEASE ANSWER THE FOLLOWING:

Landlord's Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code _____

Home Phone: _____ Mobile Phone : _____

Were you screened: Yes _____ No _____ By whom: _____

Tenant Lease Term: Starting: _____ Ending: _____

FOR OWNERS ONLY – PLEASE ANSWER THE FOLLOWING:

Where you screened: Yes _____ No _____ By whom: _____

PURCHASE DATE: _____

Owner/Tenant **Date:** _____

ADDITIONAL EMERGENCY CONTACTS

EMERGENCY CONTACT 1

NAME _____ RELATIONSHIP _____

EMAIL: _____

PHONE _____ OTHER PHONE _____

EMERGENCY CONTACT 2

NAME _____ RELATIONSHIP _____

EMAIL: _____

PHONE _____ OTHER PHONE _____



AQUARIUS CONDOMINIUM ASSOCIATION, INC.

IMMEDIATE FAMILY DECLARATION

PLEASE FILL OUT THE FORM WITH THE NAMES OF YOUR IMMEDIATE FAMILY

MOTHER _____

FATHER _____

BROTHER OF (M) _____ SISTER OF (M) _____

BROTHER OF (F) _____ SISTER OF (F) _____

SON _____

SON _____

DAUGHTER _____

DAUGHTER _____

GRANDMOTHER _____

GRANDFATHER _____

GRANDCHILD _____

GRANDCHILD _____

GRANDCHILD _____

GRANDCHILD _____

GRANDCHILD _____

If at any time the management is made aware that one or more of the names listed above are not your immediate family, we will request for documentation proving said information.

X _____ agree to comply with the rules and regulation

X _____ agree to comply with the rules and regulation

X _____ agree to comply with the rules and regulation



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UNIT _____

FOB _____

PARKING SPACE _____ Security has placed this decal on car 1 (initials _____)

Security has placed this decal on car 2 (initials _____)

BAR CODE STICKER _____ Security has placed this sticker in the car (initials _____)