

TBC Owner Name: _____

Unit #: _____

**TANGERINE BAY CLUB ASSOCIATION
REQUEST TO INSTALL HURRICANE SHUTTERS**

(Page 1 of 2)

OWNER(S) FULL NAME: _____

ADDRESS: _____ Gulf of Mexico Drive, Longboat Key, FL 34228 Unit # _____

TEL/CELL(s): _____

EMAIL(s): _____

INSTALLATION CONTRACTOR NAME & PHONE #:

ON-SITE PROJECT MANAGER (if not contractor) & PHONE #:

CONTRACTOR LICENSE #: _____ NAME OF LICENSEE: _____

CONTRACTOR INSURANCE CERTIFICATES REQUIRED: Provide copy to the General Manager

- Liability Insurance
- Workers Compensation Insurance
- Automobile Insurance.

Application Date for Building Permit: _____ Permit Number: _____

Start Date : _____ Est. Completion Date: _____

TBC REQUIREMENTS FOR ALL HURRICANE SHUTTERS:

- Roll down shutter style
- Removable fabric shutter only permitted on front entry courtyard door, windows, and glass block walls.
- White color including housing, frame, and all visible parts
- Installation requirements enclosed
- \$150 check payable to Tangerine Bay Club Association

SHUTTER MANUFACTUER/BRAND NAME: _____

CHECK LOCATIONS OF INSTALLATIONS:

____ Living Room ____ Master Bedroom ____ Kitchen ____ Guest Bedroom ____ Guest Bedroom ____ Entry

AGREEMENT TO ABOVE SCOPE OF WORK:

Contractor Signature: _____ **Date:** _____

Owner Signature: _____ **Date:** _____

Terms & Conditions Specific to Hurricane Shutter Installation

1. The Unit Owner is fully responsible for all costs and expenses incurred in the installation, existence, maintenance and continued first-class upkeep of the Hurricane Shutters.
2. The Unit Owner agrees to indemnify and hold harmless the Association from all claims, actions, or costs arising out of or because of the installation, use, existence, or maintenance of Hurricane Shutters, including but not limited to attorneys' fees.
3. The Unit Owner is responsible for all costs of removal and reinstallation of Hurricane Shutters, or any portion thereof, if necessary, in order to permit the Association to maintain, repair, replace, or protect portions of the Condominium Property.
4. The Unit Owner is responsible for any and all damage to the Common Elements, Association Property, and other Units that results from the installation, use, maintenance, removal, reinstallation, and cleaning of Hurricane Shutters.
5. The Unit Owner agrees to maintain the Hurricane Shutters in a first-class manner. If Owner fails to do so, after ten (10) days' written notice from the Association to the Owner, the Association has the right to perform, or have performed, any required maintenance or repair work or to have the Hurricane Shutters removed and the property restored to its condition prior to the installation of the Hurricane Shutters. Owner will be responsible for any and all costs incurred.
6. All contractors are responsible for any damage to Common Elements including but not limited to turf, irrigation heads, sidewalks, and elevators. Contractors are responsible for padding elevators themselves when bulky materials are transported, and to remove pads when active work is completed. Elevator pads may be obtained from TBC's Maintenance Manager.
7. Hours for installation of Hurricane Shutters are limited to between 9:00AM and 5:00PM Monday through Friday. Work and cleanup should be completed by 5:00PM on all workdays. No work is permitted on (1) the days of Christmas Eve through New Year's Day; (2) President's Day; (3) Memorial Day; (4) Independence Day; (5) Labor Day; (6) the days of Thanksgiving Eve, Thanksgiving, and the day after Thanksgiving, and any other day determined by the Board and posted on the Buildings' bulletin boards.
8. All contractors must follow Association's parking rules and directions, parking only where instructed by the security guards, the Maintenance Manager, or the General Manager. At the discretion of the General Manager, failure to observe parking instructions will be cause for suspension from the property.
9. The General Manager must be informed two (2) business days in advance of a large truck, high lift, or large equipment coming onto the property. Failure to provide timely notification to the General Manager may result in refusal of entry to TBC.

I have read and agree to accept responsibility for all alterations made to the property on my behalf. These alterations will be recorded in the Sarasota County public records. I have included a check payable to "Tangerine Bay Club Association, Inc." to cover the filing fees; amount obtained from TBC General Manager.

_____ Owner(s) Signature

_____ Print Signature

STATE OF _____ COUNTY OF _____ DATE _____

On this, the _____ day of _____, 20____, before me a Notary Public, the undersigned, personally appeared _____, known to me or who has produced _____ as identification to be the person whose name is subscribed to within the instrument, and acknowledged that he/she executed the same for the purposes therein contained. In witness hereof, I hereunto set my hand and official seal.

_____ Notary Public. My commission expires: _____

TBC Owner Name: _____

Unit #: _____

Approved **Denied**

TBC Representative: _____ **Date:** _____