

SCHEDULE A TO THE VENETIAN BAY CONDOMINIUM ASSOCIATION BY-LAWS

RULES AND REGULATIONS

Effective February 1 2026

The following Rules and Regulations supplement those in the Declaration of Condominium and By-Laws of Venetian Bay Condominium Association, Inc. As with the Declaration and By-Laws, this “Schedule A” applies to all Unit Owners, tenants, and guests of units. In accordance with Declaration Article XXII, “the use of the masculine gender shall be deemed to refer to the feminine or neuter gender, and the use of the singular or plural shall be taken to mean the other whenever the context may require.”

- 1) The entranceways, passages, vestibules, lobbies, halls, and portions of the Common Elements shall be used only for ingress and egress to and from the Condominium Property. No personal property shall be stored in them.
- 2) The Common Elements shall not be obstructed, littered, defaced, or misused in any manner.
- 3) Each Unit Owner’s personal property must be stored within the owner’s unit or within the storage area (cages) appurtenant to the owner’s unit as a Limited Common Element. No personal property such as bicycles, surfboards, non-motorized scooters, furniture, etc., shall be stored outside the cages in the vehicle parking area. Only street legal motorized vehicles are allowed in the unit’s parking area.
- 4) Unit Owners must provide keys to their units for emergency access by the Board of Directors (BOD). The BOD’s unit keys are securely maintained in a locked cabinet accessible only to BOD members. A Unit Owner may also choose to make keys available to first responders via a secure box (a “Knox Box”), accessible to first responders only. Knox Box keys will be used only in an emergency, so that first responders can gain access to a Unit without resorting to forced entry.
- 5) Only a doorbell affixed to the door frame, without penetration of the concrete/stucco, and one doormat, not to exceed 3 ft x 4 ft, may be placed in the hallways in front of each unit. No other items of any kind may be placed in the hallways. A seasonal wreath may be attached to the entry door, with the following conditions:
 - a. The wreath shall display one of the four seasons or express a seashore or holiday theme.
 - b. The wreath shall not exceed a diameter greater than 30 inches.
 - c. The wreath shall be attached with a magnetic hook or a removable plastic hook, but no attachment holes shall be drilled into the door or the walls surrounding the entry door.
 - d. A wreath may be displayed year-round and shall be kept in like-new condition always.
- 6) No articles except furniture, plants and planters, or grills shall be placed on the unit’s balcony. Charcoal grills, fire pits, or open flames are not allowed.

- 7) The following schedule must be followed for washing of a unit's balcony.
 - a. The 8th floor on the 1st day of the month.
 - b. The 7th floor on the 2nd day of the month.
 - c. The 6th floor on the 3rd day of the month.
 - d. The 5th floor on the 4th day of the month.
 - e. The 4th floor on the 5th day of the month.
 - f. The 3rd floor on the 6th day of the month.
 - g. The 2nd floor on the 7th day of the month or any day they choose.
 - h. Exception – if permission is granted by units below.
- 8) Neither rugs, laundry, articles of clothing/swimwear, towels, nor any other articles shall be shaken or hung from windows, doors, balconies, railings, terraces, or exterior walls.
- 9) Garbage and other refuse shall be placed only in designated areas. Accidental spillage of garbage or liquids on the Common Elements shall be immediately cleaned up by the responsible person. Cigarette and cigar butts must be disposed of properly and not discarded on the Common Elements. Boxes, broken furniture, discarded planters, and other such articles shall not be placed in the waste chute room, but disposed of in the dumpster located in the garbage room on the ground floor. Cardboard boxes must be broken down.
- 10) Contractors of the Association are not to be engaged by Unit Owners for personal errands or work during Condominium Association work hours. The BOD shall be solely responsible for directing and supervising the Association's contractors.
- 11) No Unit Owner or tenant shall make disturbing noises in the building or permit family, servants, employees, agents, visitors, or licensees to do so. No Unit Owner or tenant shall play (or permit to be played) in his unit, balcony, or the Limited Common Elements appurtenant to it any musical instrument, phonograph, television, radio, or the like in a way that unreasonably disturbs or annoys other Unit Owners or other occupants.
- 12) No radio or television installation or other electronic equipment shall be permitted in any unit if it interferes with the television or radio reception of another unit.
- 13) No signs, advertisements, notices, or lettering may be exhibited, displayed, inscribed, or affixed in, on or upon any part of the Common Elements or any part of a unit so as to be visible outside the unit. The exception to this is signs under control of the BOD shall be allowed at the entrance to the property. Additionally, other than those originally installed by the Developer, no awning, canopy, shutter (except hurricane shutters approved by the BOD), air-conditioning unit, or other projections shall be attached to, hung, displayed, or placed upon the outside walls, doors, balconies, windows, roof, or other portions of the building or on the Common Elements. However, any unit owner may display one portable, removable United States flag in a respectful way.
- 14) No flammable, combustible or explosive materials, chemicals, or other like substances may be kept in any unit, Limited Common Elements, or on the Common Elements, except such as are normally used in small gas grills, gas camping lamps, or for normal household purposes.
- 15) A Unit Owner or tenant who plans to be absent more than 48 hours must prepare the unit to include: turning off the unit's water prior to departure; designating a responsible firm or individual to care for

the unit should the unit suffer damage; and, furnishing the BOD with the name of that firm or individual.

- 16) Glass containers of any kind shall not be allowed in the pool area or Common Elements other than the clubhouse and lobbies during social gatherings.
- 17) No exterior antennae shall be permitted on the Common Elements.
- 18) Children shall be the direct responsibility of their parents, legal guardians, and Unit Owners who must supervise them while they are within the Condominium Property. Full compliance with Schedule A Rules and Regulations and all other rules and regulations of the Association shall be required of children.
- 19) Playing shall not be permitted in any of the lobbies, hallways, stairways, garages, and elevators. The parking lot and driveway are not play areas for safety reasons. Loud noises will not be tolerated.
- 20) Two pets, not exceeding 35 pounds each, shall be allowed to be kept in an owner's unit. All pets must be kept on a leash while outside the owner's unit. Each pet owner shall be responsible for cleaning up after his pet in the Common Elements. Animals other than registered service animals are not allowed within the clubhouse or pool enclosure. Pets shall not create a nuisance (Venetian Bay Condominium Declaration Article X.M).
- 21) No solicitation of any kind shall be permitted on the condominium property.
- 22) Failure of a Unit Owner or occupant to comply with Venetian Bay Condominium Association documents shall be grounds for legal actions which may include, without limitation, an action to recover sums due for damages, an action for injunctive relief, and any combination of such actions. In addition to all other remedies, in the sole discretion of the BOD of the Association, a fine not exceeding \$100.00 per violation may be levied. Fines may be levied based on each day of a continuing violation with a single notice and opportunity for hearing, provided no such fine shall exceed \$1,000.00 in the aggregate. Fines may be levied against a Unit Owner for failure of a Unit Owner, his family, guests, invitees, tenants or employees, to comply with any covenant, restriction, rule, or regulation herein or in the Declaration, Articles of Incorporation, or By-Laws, provided the following procedures are adhered to:
 - a. **Notice:** The BOD shall provide a 14 day notice of infraction prior to the meeting of the Infractions Committee. The notice shall include the date, time, and location of the next meeting of the Infractions Committee, as well as the nature of the infraction.
 - b. **Members of the Infractions Committee:** The Infractions Committee consists of three Unit Owners who are not members of the BOD but are selected by the BOD.
 - c. **Hearing:** The issue shall be presented to the Infractions Committee, at which time the Unit Owner or occupant may argue the merits of any fine. The Unit Owner or occupant may be represented by counsel and may cross-examine witnesses. A written decision of the Infractions Committee shall be submitted to the Unit Owner by not later than 21 days after the Infractions Committee's meeting. If the Infractions Committee does not agree with the fine, then the fine may not be levied. If the Infractions Committee agrees with the fine, or changes the amount of the fine, then the Unit Owner shall pay the fine within 30 days after the written decision of the Infractions Committee is mailed to the Unit Owner.
 - d. **Application of Fines:** All monies received from fines shall be allocated as directed by the BOD.

- e. **Non-exclusive Remedy:** These fines shall be construed to be non-exclusive and shall exist in addition to all other rights and remedies to which the Association may be otherwise legally entitled; however, any fine paid by the offending Unit Owner or occupant shall be deducted from or offset against any damages which the Association may otherwise be entitled to recover by law from such Unit Owner or occupant.

23) Rules for Guests:

- a. The BOD must be notified if a guest will occupy an owner's unit in their absence. The Unit Owner is responsible for the guest and must make sure the guest is aware of and will abide by the Venetian Bay rules and regulations.
- b. A guest that will reside in Venetian Bay for more than 30 days will be required to undergo a background check to be submitted to the BOD for approval.

24) Procedures for Renting/Leasing a Unit:

- a. All lease/rental agreements are subject to review by the BOD and/or a committee established for such a purpose.
- b. The Unit Owner must provide to the Association at least 14 days prior to the effective date of the lease/rental a copy of the proposed rental/lease agreement, if any, the Background Authorization forms for all proposed tenants 18 years old or older and a check in the amount of \$100 payable to the Venetian Bay Condominium Association as a non-refundable fee for processing the credit and background checks and other costs. If the Unit Owner has already conducted a background and credit check at their own expense, a copy shall be provided to the BOD and a reduced fee of \$70 will be charged.
- c. The process for review and approval/disapproval of prospective tenants is covered in Schedule A paragraph 25 to the Venetian Bay Condominium Association By-Laws authorized by Article XXXIV in the Venetian Bay Declaration of Condominium. Late or incomplete submission of the required documents will result in disapproval.
- d. After approval, the Unit Owner must provide to the Association a complete Renter Profile form.
- e. The Renter Profile form will allow the BOD to have the tenant's name entered in the gate and front door access stations.
- f. Minimum lease/rent period is three months and a maximum of six persons.
- g. Subleasing is not allowed.
- h. Renters/Lessees are not permitted to have dogs. The following pets are acceptable: domesticated unit-restricted cats, caged domesticated birds, aquarium fish, small reptiles (excluding snakes), hamsters, gerbils, and other small creatures normally maintained within a terrarium or aquarium. These pets are normally kept within the boundaries of the unit without access to the Common Elements except for occasional visits to a veterinarian. Indoor pets are not allowed on the balcony.
- i. The Unit Owner will provide the tenant with a copy of the By-Laws and Schedule A, keys, and gate/garage opener(s). The Association is not responsible for providing keys or gate/garage openers.
- j. The Unit Owner shall contact the Association 48 hours in advance of the move-in and move-out dates so that elevator pads may be installed. An elevator key may be made available for move-in/move-out purposes upon request to a BOD member. The tenant is responsible for returning the key to a BOD member. All move-in and move-out activities are to be done through the garage and not through the front lobby doors. The movers are to place a cover over the floor leading from the door from the garage to the elevators and in the assigned elevator to prevent damage to the marble floor tiles.

- k. The Unit Owner must notify the BOD when a tenant leaves so the BOD may update files and remove the tenant from the access stations.
- l. The tenant must supply the BOD with their telephone number for use in the gate and building access stations.
- m. The Renter Profile form and a check for \$100 payable to the Venetian Bay Condominium Association shall be mailed to: Venetian Bay Condominium Association, 4955 Dixie Hwy NE, Palm Bay, FL 32905.

25) Tenant Approval Process is in accordance with Article XXXIV of the Venetian Bay Condominium Association Declaration of Condominium. These procedures apply to new tenants or lease renewal or extension.

- a. Upon receipt of the Background Authorization form for each occupant, the signed copy of the lease agreement and a check in the amount of \$100 payable to the Venetian Bay Condominium Association as a non-refundable processing fee, the BOD will initiate the approval/disapproval process. If the Unit Owner has already conducted a background and credit check at their own expense, a copy shall be provided to the BOD and a reduced fee of \$70 will be charged.
- b. The signed Background Authorization forms will be forwarded to the agency under contract to the Venetian Bay Condominium Association that will conduct a background and credit check of the prospective tenants. The background and credit check report should be back to the BOD within two business days.
- c. The BOD or a duly constituted review committee may contact the previous landlord for information on the prospective tenants and may conduct an interview of the prospective tenants.
- d. The BOD will apply the following criteria for approval of prospective tenants.
 - i. The tenant seeking approval (which shall hereinafter include all proposed occupants) has not been convicted of a crime involving violence to persons, a crime demonstrating dishonesty or moral turpitude, or any felony.
 - ii. The tenant seeking approval does not have a history of disruptive behavior or disregard for the rights and property of others as evidenced by his conduct in other housing facilities or associations, or by his conduct in this Condominium as a tenant, Unit Owner, or occupant of a unit.
 - iii. The tenant seeking approval has provided the information, fees or appearances required to process the application in a timely manner.
 - iv. All assessments, fines, and other charges against the unit and/or Unit Owner have been paid in full.
- e. Failure to meet one or more of the above criteria or late or incomplete submission of the required documents may result in the BOD disapproving of the tenant.
- f. The BOD will provide an approval/disapproval letter to the Unit Owner prior to the effective date of the lease.
- g. The prospective tenant may not occupy the unit until approval is granted by the BOD.
- h. If a tenant occupies a unit before BOD approval this is evidence of improper behavior and is grounds for eviction at the Unit Owner's expense.

26) Procedures for Selling a Unit:

- a. A Unit Owner intending to make a *bona fide* sale of his unit or any interest in it shall give to the BOD notice of such intention, together with the name and address of the intended buyer and intended occupants, an executed copy of the purchase contract and its exhibits and such other information concerning the intended purchaser and the transaction as the BOD may

reasonably require. The seller shall provide to the intended buyer the Background Authorization forms for the intended buyer and intended occupants 18 years or older for submission to the Association. The contract shall include a statement that acceptance is contingent on approval by the BOD. All agreements to purchase are subject to review by the BOD and/or a committee established for such purpose.

- b. The seller shall provide Procedures to Buy Unit and the Buyer Profile form to the intended buyer. The Unit Owner shall inform the buyer that this form is to be provided to the BOD no later than the date of closing.
- c. The seller shall provide the buyer a copy of the Declaration of Condominium, By-Laws, and Schedule A Rules and Regulations, found on the Venetian Bay Condominium website at www.venetianbaycondo.com. The seller is responsible for providing all keys and gate/garage openers. The Association is not responsible for providing keys or gate/garage openers.
- d. If applicable, the seller shall contact the Association 48 hours in advance of the move-out date so elevator pads may be installed.
- e. At the time the intended buyer signs the contract to purchase a unit, the intended buyer shall fill out a Background Authorization form for each intended occupant and submit them with a \$100 check payable to the Venetian Bay Condominium Association as a non-refundable fee for processing the credit and background checks and other costs. Mail to: Venetian Bay Condominium Association, 4955 Dixie Hwy NE, Palm Bay, FL 32905.
- f. The process for review and approval/disapproval of intended buyer and intended occupants is covered by Article XXXIV B.4.c. in the Venetian Bay Declaration of Condominium and Schedule A paragraph 27 of the By-Laws. Incomplete submission of the required documents will result in disapproval.
- g. The buyer shall fill out the Buyer Profile form and mail it to the BOD no later than the date of closing.
- h. The buyer shall contact the Association 48 hours in advance of the move-in date so elevator pads may be installed. An elevator key may be made available for move-in/move-out purposes upon request to a BOD member. The buyer is responsible for returning the key to a BOD member.
- i. The buyer shall inform the BOD of their phone number so that the gate and building access stations may be updated with their information.
- j. The buyer shall mail the Buyer Profile form to: Venetian Bay Condominium Association, Inc, 4955 Dixie Hwy NE, Palm Bay, FL 32905.

27) The Buyer Approval Process is in accordance with Article XXXIV B.4.c. of the Venetian Bay Condominium Association Declaration of Condominium.

- a. Upon receipt of the Background Authorization form for each intended buyer and occupant 18 years of age or older, the signed copy of the contract agreement, other required information in Schedule A paragraph 26, and a check in the amount of \$100 payable to the Venetian Bay Condominium Association as a non-refundable processing fee, the BOD will initiate the approval/disapproval process.
- b. The signed Background Authorization forms will be forwarded to the agency under contract to the Venetian Bay Condominium Association that will conduct a background and credit check of the intended buyer and intended occupants. The background and credit check report should be back to the BOD within two business days.
- c. The BOD or a duly constituted review committee may contact the previous landlord/HOA/Condo Association, if applicable, for information on the intended buyer and may conduct an interview of the intended buyer.
- d. The BOD will apply the following criteria for approval of intended buyer.

- i. The buyer seeking approval (which shall hereinafter include all intended occupants) has not been convicted of a crime involving violence to persons, a crime demonstrating dishonesty or moral turpitude, or any felony.
- ii. The buyer seeking approval does not have a history of disruptive behavior or disregard for the rights and property of others as evidenced by his conduct in other housing facilities or associations.
- iii. The buyer seeking approval has provided the information, fees, or appearances required to process the application in a timely manner.
- iv. All assessments, fines, and other charges against the unit and/or Unit Owner have been paid in full.
- v. The buyer seeking approval does not have a history of not paying monetary obligations, does not have a poor credit history, has a credit rating at or above 600, and does not have a record of financial irresponsibility including prior bankruptcies, foreclosures, or bad debts.
- e. Failure to meet one or more of the above criteria or late or incomplete submission of the required documents may result in the BOD disapproving the intended buyer.
- f. The BOD will provide an approval/disapproval letter to the Unit Owner within 15 days after receipt of all required information.

28) Open House Rules and Procedures.

- a. Open Houses shall be conducted only during the hours of 1:00 pm to 4:00 pm.
- b. Two days' notice shall be given to the BOD by email or phone call.
- c. A small open house sign may be placed below the entrance sign and appropriate open house signs directing people to the correct building inside the gated area will be allowed.
- d. Entry into the Venetian Bay complex:
 - i. If a working phone is present in the open house unit, a sign may be posted on the gate box instructing the visitor how to call the unit for the gate to be opened.
 - ii. If the unit does not have a working phone, a sign may be placed on the gate call box with the cell phone number of the person conducting the open house. The person shall instruct the visitor how to enter the monthly access code assigned to open the gate.
 - iii. In both cases, the person conducting the open house shall greet the visitor at the lobby front doors, escort the visitor to the unit and return to the parking lot. The Unit Owner or person conducting the open house shall be responsible for the activities of the visitor.
 - iv. All open house signs shall be removed at the end of the open house.

29) A self-service calendar for the Association clubhouse is located in the clubhouse. It is the responsibility of the person(s) making a reservation and using the clubhouse to clean up after the activity. A cleaning and/or repair charge will be assessed to the Unit Owner if the facility requires cleaning or repair. The facility hours for parties and other gatherings are between the hours of 8:00 am and 9:00 pm.

30) No Unit Owner shall discharge fireworks on the Association's common property, their unit's balconies, or the pier, or allow their guests or tenants to discharge any fireworks, to include fire crackers, rockets of all types, sparklers, fountains, and spinners/wheels.

31) Unit Owners are responsible for maintaining their hurricane shutters. Hurricane shutters are subject to annual inspection prior to the start of Florida hurricane season for correct operation by the BOD.

In the event the shutters fail inspection, the BOD may have the shutters repaired at the owner's expense after reasonable notice.

- 32)** Commercial vehicles (including vehicles with advertising signs of any type), trailers, motor homes, and boats are not allowed to park on the Venetian Bay property. Contractor vehicles are allowed to park on the Venetian Bay property only during authorized work.
- 33)** Each unit is assigned one garage parking space for the exclusive use of the Unit Owner or tenant and one unassigned outside parking space. Parking in another Unit Owner's garage space is not authorized unless prior written permission from that Unit Owner is received by the BOD. Unauthorized parking is subject to towing at the Unit Owner's or tenant's expense. A Unit Owner or tenant wishing to park a third vehicle on Venetian Bay property must apply to the BOD for approval.

34) Remodel of Units

All remodel work must have BOD approval prior to commencement and is subject to BOD inspection during work and at completion. All listed work must be performed by a contractor bearing a Florida business license appropriate for the particular work at hand and carrying general liability (with Venetian Bay listed as 'additional insured') and worker's compensation insurance. Work not listed but performed by a contractor carries the same notification, licensure, and insurance requirements.

Categories of work are:

- a) Removal of flooring.
- b) Installation of flooring. Any non-carpet flooring (including but not limited to wood, tile, vinyl, vinyl tile, or ceramic) requires the installation of a sound barrier with an impact insulation class (IIC) rating of 50 or higher and a Delta IIC of 20 or higher. Examples: NAC SAM 125, Proflex SIM 90, Whisper Mat HW or CS (not a recommendation or exhaustive list). Cutting of any flooring material must be performed within the unit, with the unit's storm shutters closed. A Visqueen enclosure to reduce dust in the unit is highly recommended.
- c) Replacement of cabinets, countertops, vanities, bathtubs, or showers including enclosures.
- d) Rerouting of or addition to a *unit's* electrical wiring, TV cabling, or phone wiring inside walls.
- e) Rerouting of or addition to a *unit's* plumbing, to include water, sewage, drains, or A/C water supply inside walls.
- f) Rerouting of or addition to a *unit's* air conditioning ducts, dryer ducts, air intake ducts, or exhaust fan ducts inside walls.
- g) Replacement of a *unit's* entry door, sliding doors/screens, or windows (replacement must match the current design).
- h) Replacement of a *unit's* hurricane shutters (replacement must match the current design).
- i) The following work is expressly prohibited:
 - 1. Modification of load bearing walls, ceiling or floor slabs, or structural members
 - 2. Modification of Common Elements such as sewer, water, electrical, and A/C water
 - 3. Modification of fire suppression system piping or sprinkler heads
 - 4. Modification of balconies or walkways including the walls, ceilings, and railings
 - 5. Modification of garage parking spaces or storage areas
 - 6. Installation of any flooring on balconies
- j) Remodel Approval

Unit Owners seeking to remodel their unit must meet all the requirements contained in this section (Schedule A paragraph 34). The process begins with a *fully complete* "Application for Authorization to Remodel" (form attached below); incomplete forms will be returned with no action taken.

All plumbing, electrical, cabling, and ductwork requires a detailed drawing of the work involved. Unit Owners and their contractors must provide a reasonable estimate of the number of days (“Noise Days”) during which noise likely to disturb other residents (tile removal, sawing, hammering, etc.) will be produced. Unit Owners must provide notice to surrounding residents regarding noise and duration of work.

The application and all supporting documents required on the form should be provided to Keys Property Management (see their Vantaca website for information). Completed packages will be evaluated by Keys and then passed on to the Board for action.

Throughout the remodel process, a Board member may examine the work being performed in order to verify work is proceeding in accordance with the Board-approved plan and schedule.

Owners, tenants, or occupants who violate any of the procedures set forth herein, or allow their contractors to violate these procedures, shall be subject to fines, per the Association’s By-Laws, for each day the violation continues. A violation of the provisions set forth herein may also constitute a private or public nuisance for which injunctive relief may be available to the Association, its owners, or residents against owners who violate any of the procedures set forth herein and who may be liable for any costs incurred by those seeking injunctive relief, including court costs and reasonable attorney’s fees.

k) Remodel Work Rules

1. All contractors performing remodel work at Venetian Bay must provide a copy of their Florida contractor’s business license, a certificate of insurance (COI) specifying Venetian Bay as an “additional insured,” and a copy of their general liability and workers’ compensation insurance. (Both a sample and a fillable PDF COI form are attached and are also available on the Venetian Bay website.) Owner-operators who do not provide workers’ compensation insurance must provide a “Certificate of Election to be Exempt From Florida Workers’ Compensation Law.”
2. Remodeling work is permitted 8:00 am to 5:00 pm Monday through Saturday (but not during Federal holidays), except for emergency repairs such as an A/C failure or a leaking water fixture.
3. Storage of construction equipment and materials must be inside the unit or on the unit’s balcony and is not permitted in any Common Element, including the garage space or walkways.
4. All material and equipment must go through the garage, not through the lobby. Elevator pads and rugs must be installed to prevent damage to the elevator, and cardboard must be taped to the lobby floors to prevent damage to the marble flooring. The unit owner is responsible for ensuring the garage door is closed at the end of the work day.
5. The contractor and Unit Owner are responsible for daily cleanup of the Common Elements to remove any debris and marks caused by the work.
6. The contractor shall not use the Association’s shopping carts or dispose of debris in the building dumpsters.
7. Noise must be kept to a minimum (see remodel form).

35) Volunteer Residents

Residents may volunteer their time, efforts and skill set to maintain or improve the Common Elements of Venetian Bay. All projects involving volunteers shall be proposed to and approved by the BOD in advance of commencement of work. When there is a standing committee whose area of responsibility includes the scope of the project, the project will be proposed through that committee for BOD approval.

36) Delivery/Removal of Large/Heavy Items

Residents must notify the Board at least 48 hours prior to delivery or removal of any heavy or bulky item such as furniture or appliances, so that elevator protective padding can be installed; residents are responsible for properly protecting the lobby floors from damage due to delivery/removal. *All deliveries/removals of such items must be made through the garage, not the lobby entrance.*

Residents are responsible for alerting vendors' drivers to this requirement and directing them to their building's loading zone, keeping garage entry/exit unobstructed.

37) Smoking in Common Areas Prohibited

Smoking is prohibited in the common areas, including in and around the swimming pool and deck, and within 25 feet of building entrances.

Feb 8 2025 correct IIC and clean up jfm

Mar 25 2025 expand 'remodeling' and add Deliveries jfm

Mar 28 rename to May 2025 (effective date) jfm

October 4-7 2025 draft changes to reflect ARC disuse and no-smoking policy jfm

November 1 2025 approved by Board, effective date December 1 2025 jfm

Jan – Feb 2026 approved by the Board to route ARC requests to Keys Mgt jfm

Application for Authorization to Remodel

No remodeling is authorized until this form is completed and work has been approved by the Board

Owner name _____ Bldg/Unit _____ Date _____

Description of remodeling: _____

Contractor _____ Contact _____ Ph# _____

Expected duration of work (days) _____ Start Date _____ End Date _____

Expected # of Noise Days _____ Start Date _____ End Date _____

"Noise Days" counts days when noise likely to disturb other residents (tile removal, hammering, sawing, etc.) is planned. Owners/contractors must minimize the total number of noise days and concentrate the noise-producing work into as few, contiguous days as possible. Plans to mitigate noise & minimize noise days may be required.

Submittals (see relevant Schedule A section for additional information) >>>>>	Section	Yes	NA
Detailed drawing of work (plumbing, electrical, cabling, and ductwork) attached	34(j)		
Non-carpet flooring to be installed, details on sound barrier attached and specify Class IIC rating of 50+ and Delta IIC rating of 20+ (provide specific product name)	34(b)		
Disturbing construction noise/vibration expected, surrounding residents notified	34(j)		
Copy of Florida contractor's business license attached	34(k)		
Copy of contractor's Certificate of Insurance & General Liability/Workers Comp attached	34(k)		
Copy of Remodel Work Rules provided to and discussed with contractor(s)	34(k)		

I, the owner of Bldg ____ Unit _____, hereby guarantee the requirements specified in Schedule A of the Venetian Bay by-laws will be followed and guarantee that I (or my representative, _____) will be present during the remodeling work. Further, I, as owner, give the Board permission to enter my unit to ensure the procedures are being followed.

Owner Signature _____ Date _____

Board Action	
Application Approved on:	Application Disapproved on:
Reason(s) for Disapproval	

_____ Date _____

for Venetian Bay Board of Directors



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insurance Company's Name, Address, Email, and Phone Number	CONTACT NAME:	
	PHONE (A/C, No. Ext):	FAX (A/C, No):
INSURED Contractor's Name, Address, Email, and Phone Number	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A :	
	INSURER B :	
	INSURER C :	
	INSURER D :	
INSURER E :		
INSURER F :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			Must be provided			EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY		X	May be provided			COMBINED SINGLE LIMIT (Ea accident) \$ 100,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			See note below			<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Venetian Bay Condominium Association, Inc. is an additional insured within the coverage of the above policies

If Workers Compensation is not provided because the contractor is an owner-operator, a valid "Certificate of Election to be Exempt From Florida Workers' Compensation Law" must be attached to this form.

CERTIFICATE HOLDER**CANCELLATION**

Venetian Bay Condominium Association, Inc. 4955 Dixie Hwy NE Palm Bay, FL 32905	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
	PHONE (A/C, No. Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED	INSURER A :	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / <input type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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