

POINCIANA LAKES BUILDING "A" ASHTON

Contractor Work Approval Form

One form per Individual Contractor must be completed. The beginning of work will not be permitted unless the Board of Directors is presented with this completed form and initialed by Property Manager.

Unit: _____ Owner: _____ Phone: _____

Contractor Name: _____ Phone: _____

Corporation Name: _____ Phone: _____

Contractor understands that the contractor and all workers agree to abide by the Rules as set forth in the ARB Approval for all modifications or improvements and specifically including, but not limited to the following:

1. Construction hours are as follows: Monday - Friday: 9:00 am to 5:00 p.m. Vehicles must be off premises by 5:00 p.m. Saturday: 10:00 a.m. to 5:00 p.m. All vehicles must be off premises by 5:00 p.m. Sunday: Emergency repair work only
2. Contractor must provide proof of any necessary State of Florida and County of Palm Beach licenses, additionally proof of liability insurance and workman's compensation Insurance before any work may begin.
3. The Contractor acknowledges that the Property Manager has the right to stop any and all workers should they perform outside the improvements or alterations as Approved by the Board of Directors
4. No vehicle may be parked in a reserved space or parked in a manner that blocks entrances and walkways.
5. All exterior walkways, elevator floors and parking lots may not be blocked and must be cleaned daily and be free of dirt, dust or debris prior to leaving the job.
6. The use of the Association dumpster or trash chute is strictly prohibited. All construction and repair trash must be removed daily from the premises including any boxes, packing material, appliances, furniture, or residual material.
7. The on site cleanup of all tools and equipment including cleaning of paint brushes, rollers and wash buckets is prohibited. All tool and equipment cleanups must be performed off site.
8. The storage or placing of construction materials on common area property at any time is strictly prohibited.

9. Any damage, destruction or defacement to the elevators or any part of the buildings will not be tolerated, and repair cost if any will be the direct responsibility of the contractor

10. Failure to abide by the above regulatory regulations will result in the following:

A. Charges to the contractor for any and all repair work & cleanup to the common areas incurred by the association due to damages caused by the contractor or workers.

B. Removal of your privileges to work in this community.

Contractor Signature _____ Print Name _____ Date: ___/___/___

Telephone Numbers (Cell) _____ (Office) _____ (Fax) _____

Return to:

The Property Manager, CMC Management Inc. 2950 Jog Road Lake Worth Fl. 33467 Office: (561)-641-1016, fax: (562) 641-9118 or email info@cmcmanagement.biz.

Attached are the following documents:

- State of Florida License
- County of Palm Beach License
- Liability Insurance (\$250,000 minimum)
- Workman's Compensation Insurance
- Vehicle Insurance (All vehicles driven on property)
- Copy of Drivers License

Protecting the Association Against Unlicensed Contractors

Associations lose hundreds of thousands of dollars to unlicensed and uncertified contractors every year. Associations should protect their property by avoiding unlicensed contractors. Unlicensed individuals cannot pull permits and usually carry no insurance. Licensing is not necessarily a measure of competence but it presupposes a certain degree of professionalism and commitment to the industry. When dealing with an unlicensed contractor and the work is not done in accordance with the applicable building codes or workmanship standards, there is no recourse against the unlicensed individual other than through the courts. Although licensing is not a guarantee of the contractor's work, it can protect the Association from a number of potential problems such as:

- Unlicensed contractors are often unfamiliar with building codes, inspection sequences and inspection requirements.
- Limited recourse for breach of contract and/or defective work. When dealing with a licensed contractor, the Association always has the option of contacting the appropriate licensing agency. Some agencies are able to resolve issues and assist in recovering consumer losses. At a minimum, licensing agencies have the authority to suspend or revoke licensing privileges. This does not eliminate all contractor problems, but does provide contractors with an incentive to conduct fair business practices and comply with the law.
- Unlicensed contractors are usually uninsured. If an Association uses an unlicensed contractor and property damage occurs, the individual may have no way of reimbursing the Association for damages caused. Furthermore, if a third party suffers an injury at the Association's property, there may be no insurance coverage. Many home owner insurance policies exclude claims arising from unlicensed construction practices.
- Unlicensed contractors cannot pull permits. If the Association pulls the permits for an unlicensed contractor, then the Association, not the person doing the work, is held responsible.
- If the Association hires an unlicensed contractor, the Department of Business and Professional Regulation or the Building Department may issue a cease and desist order to stop the work, and may decide to take legal action against the Association to impose civil penalties for aiding and abetting unlicensed activities.
- If the Association hires an unlicensed contractor and the work is not completed in accordance with state and local building codes, the Association may have to pay additional monies to have the work brought into compliance.
- If an unlicensed contractor does not pay his subcontractors or suppliers, the Association may be liable for these costs. Subcontractors and/or suppliers who work for unlicensed contractors still have the right to file liens on the Association's property.