



KEY COLONY NO. 1
CONDOMINIUM ASSOCIATION INC.

"Tidemark requirements for Impact Windows/Sliding Doors"

- SLAB XRAYS & REPORT WILL BE REQUIRED PRIOR TO APPROVAL -

**** THE TIME TO REMOVE THE OLD SHUTTERS IS AFTER REMOVING THE OLD WINDOWS & INSTALLING THE NEW ONES****

1. Letter from owner stating contactors name and telephone number.
2. \$750.00 construction deposit check payable to Key Colony No. 1.
3. Signed contractors packet with owner and contractor signatures.
4. Copy of company license.
5. Copy of workers comp.
6. Certificate of insurance naming "Key Colony 1 Condo. Assoc. 201 Crandon Blvd. Key Biscayne, Fl. 33149" as second insured. Please include unit #in the description section which is above the certificate holder section. **The certificate of insurance will only be accepted if sent to us directly from the insurance company to 305-361-7135 or liz@keycolonyone.com or susan@keycolonyone.com.**
7. 3 copies of the plans showing the proposed changes.
8. The NOA from Dade County.
9. The specifications.

The office needs a copy of the permit prior to scheduling deliveries

The windows, sliding doors and frames must be the same exact style and color as the existing ones.

Hurricane shutters may be removed once the impact windows have been installed. They must cover all holes, take a picture and show the manager, once it's approved then proceed to paint the patches with the building exterior paint.

REVISED 10/10/18