



**RIVER BEND CONDOMINIUM ASSOCIATION OF BREVARD,
INC.**
3360 S Atlantic Ave
Cocoa Beach FL 32931
www.riverbendcondos.net

2018

Notice to River Bend Unit Owners and Real Estate Agents

In an attempt to ensure all potential buyers and renters are aware of the use restrictions and regulations of River Bend Condominium prior to purchase or lease, owners and/or agents are reminded that according to our Declaration of Condominium and By-Laws, unit owners are governed by certain covenants regarding their responsibilities concerning sales and rentals of their units. Owners are advised that all covenants will be enforced.

RENTALS: (*Declaration, Item X-B, page 15,*) (from River Bend Handbook)

- A. All leases shall be in writing and subject to P&P 11-3, *Unit Lease Approval* and must be approved by the Association. (*Item X-B*)
- B. No lease of a unit shall release or discharge the owner thereof of compliance with this Section X (*in the Declaration*) or any of his other duties as a unit owner.
- C. Processing fee of **\$50.00** is due with each new lease submitted to the Lease Review Committee & Board (*Pg. 9, Item 4-K(12), Bylaws*)
- D. Minimum rental period is not less than three (3) months with one (1) lessee, family and guests occupying the unit – no corporations our multiple unrelated lessees.
- E. Individual room rental, transient tenants, sub-leasing and time sharing are all prohibited.
- F. Owners are required to supply all lessees with: Association documents, Policy & Procedures, Rules and Regulations or Resident Handbook, 2 resident parking tags, full set of keys (3 common keys, 2 unit door keys, 1 mail box key), one garage opener. Owners shall provide a copy of signed form indicating Lessees have received and read documents. (Minimum requirement – you may provide more items.)
- G. Tenants will be contacted by the web administrator to provide login and password privileges to the community website while they are residents at River Bend.
- H. Lessees are governed by said documents just as are owners. Owners are responsible for Lessee actions. (*Item XIX, Declaration*)
- I. Tenant has full use of common elements. Unit owner shall only have rights to community as those of a guest. (*Item X-O, Declaration Pg 17*)

PROCEDURES FOR LEASING:

Any unit owner leasing a unit should notify the board President.

Information to be provided:

- Name of Realtor or agent.

- Prior to leasing move in, all documents required under P&P-11-3, *Unit Lease Approval* must be submitted to Lease Review Committee and Board/President approval issued.
- Prior to leasing, a background check will be conducted on potential renters to be paid by the owner and submit results to LRC.
- It is the responsibility of the leasing agent to meet new tenants to River Bend upon their arrival to ensure their successful entry and acquaintance of the property.
- Real Estate For Rent signs are to be placed in the county easement area of A1A on the north east side. No signs are permitted anywhere else on the property.
- If holding an “open house” for the unit, an agent must be stationed in the lobby to give viewers access to the lobby then escort them to the unit for rent.

BUYERS:

River Bend Condo Association does not have approval rights for sales, but owners are required to adhere to governing documents. Florida Statute 718 requires all potential buyers be given the Condominium Question and Answer Sheet (FAQ’s) along with all governing documents prior to purchase. All documents are posted on the public side of River Bend website under “Realtor’s Package.”

PROCEDURES FOR SELLING:

Any unit owner selling a unit should notify the board President.

Information to be provided:

- Name of Realtor.
- Owner must notify President of the number of blue common keys to be turned over to new owners. All owners are allotted three. Selling owner will be charged \$75.00 for any new key to Buyer.
- After buyer/owner settlement provide President with contact information for new owners.
- Real Estate For Sale signs are to be placed in the county easement area of A1A on the north east side. No signs are permitted anywhere else on the property.
- If holding an “open house” for the unit, an agent must be stationed in the lobby to give viewers access to the lobby then escort them to the unit for sale.
- If the selling unit owner also has use rights to a boat slip, he must inform the buyer that under the Submerged Land Lease with State of Florida, no slip use rights are allowed to be included in a deed or mortgage and/or recorded. The seller must execute a River Bend Slip User Transfer separately.

STEPS REQUIRED FOR A FULL FURNITURE MOVE – IN AND/OR OUT:

- Contact Board president to check availability for date and time required for move
- Submit to President damage deposit: \$200 (refundable, pending damage check)
- Reserve elevator
- After move, deposit is returned after a security check is done for damage. Provide president with forwarding information for check return (if moving out) or instructions to tear up check.

River Bend Condominium Association of Brevard, Inc.
Board of Directors.