



Hurricane Preparation Guide

**ALL OWNERS ARE REQUESTED TO THOROUGHLY REVIEW THIS INFORMATION
RELATIVE TO HURRICANE PREPAREDNESS!**

**ALL HURRICANE SHUTTERS MUST BE CLOSED FOR A STORM
OR AN INSURANCE CLAIM CAN BE DENIED**

This document contains valuable information that could help prevent Loss of Life and Property Damage in the event of a Hurricane.

The Hurricane Season in Florida is from June 1st through November 30th with the majority of storms occurring in August and September.

EVACUATION WARNINGS are given between 48 and 72 hours in advance of landfall. Monroe County may also issue an evacuation order for all non-permanent residents, so you should advise your tenants of this possibility. There are NO SHELTERS in Monroe County that are safe in category 3, 4 or 5 hurricanes. It is recommended that you evacuate if the storm is higher than a category 2 hurricane.

GO TO THE MAINLAND SHELTER. FOLLOW THE SIGNS ON THE TURNPIKE TO FLORIDA INT'L UNIVERSITY @ UNIVERSITY PARK CAMPUS, MIAMI-DADE COUNTY.

Our local newspapers publish HURRICANE GUIDES each year in late May. These guides offer helpful information as to equipment and supplies you should have on hand to ride out a storm. DO NOT wait until the last minute to purchase the necessities AND prepare the unit.

The following outline details the procedures that will be followed by the ASSOCIATION and the procedures that should be completed by EACH OWNER and/or RENTER, GUEST and VISITOR. Preparations should be made at least 48 hours in advance.

THE ASSOCIATION PROCEDURES

WITHIN 48 HOURS OF AN ANTICIPATED HURRICANE LANDFALL, PROPERTY SERVICES STAFF WILL SECURE THE GROUNDS AND COMMON AREAS.

OWNER RESPONSIBILITIES

Owners, renters, guests and visitors in residence should follow the advisory issued by the National Hurricane Center. FIRST ALERT is a manufacturer of a NOAA WEATHER ALERT RADIO that provides all weather information direct. It runs on electricity and batteries. While the buildings might withstand a hurricane... your utility services could be out for weeks or more which can make living conditions less than tolerable.

YOU SHOULD:

1. CLOSE HURRICANE SHUTTERS or hire someone responsible to do so for you.
2. Remove or secure all items under and around your unit. These items can become missiles causing damage to your property, as well as, the property of others.
3. If your patio is not shuttered on the exterior, you must remove all items such as furniture, pictures, fishing poles, bicycles, lamps, plants, etc., that are on your patio.
4. Empty your refrigerator and freezer of all perishable foods.
5. Turn off the water within your unit, especially if you are leaving for the season.
6. Boat owners must secure their own watercraft. If you are not in residence during the season, you should remove your vessel from the marina and secure it prior to departing. Boats shall not be fastened to buildings or other common property.
7. Boat lift manufacturers recommend that boats be removed from boat lifts.

THE ASSOCIATION WILL NOT BE RESPONSIBLE FOR PERFORMING THESE TASKS FOR THOSE OWNERS WHO ARE NEGLIGENT IN TAKING CARE OF THEIR PROPERTY.

GENERAL

Again, the MANAGEMENT and STAFF of the Association's primary responsibility is to secure the grounds and common areas against an impending disaster and is not responsible for securing owners' units and personal property.

Keep in mind that electrical power and water could be out for weeks. In addition, the sewer system will not be operational without electricity!

Please do not call for information or weather updates. Our information is no better than what is readily available from the Weather Channel or online. It is also disruptive during an extremely busy time for our office and employees.

IMPORTANT TELEPHONE NUMBERS

The Manager will be on call unless the hurricane advisory recommends evacuation.

Property Services Office: 786-486-1884 cell / 305-262-6120 / trubin@guaranteemgt.com

EMERGENCY FIRE, POLICE, AMBULANCE	911
FIRE/SHERIFF	305-852-3211
KEY LARGO VOLUNTEER AMBULANCE	305-451-2766
COAST GUARD	305-664-3141
MARINE PATROL	305-295-9700
POISON CONTROL	800-282-3171
MARINER'S HOSPITAL	305-852-4418
MARINER'S HOSPITAL EMERGENCY CENTER	305-853-1600
MONROE COUNTY EMERGENCY COMMUNICATIONS	305-743-7570
MONROE COUNTY EMERGENCY OPERATIONS CTR	305-852-3309

UTILITIES

FL KEYS ELECTRIC CO-OP	305-852-2431
FL KEYS AQUEDUCT AUTHORITY	305-852-8068
AT&T REPAIR	611
AT&T	800-222-3000
COMCAST (CABLE) REPAIR	954-266-2278

WEB SITES

www.florida-keys.fl.us

<http://mywebpages.comcast.net/herbwx/hurrican.html> www.accuweather.com

www.noaa.gov www.wunderground.com

REFER TO YOUR ASSOCIATION'S GOVERNING DOCUMENTS FOR COMPLETE INFO

Typically, it is the unit owner's responsibility:

1. To maintain, repair and replace at their own expense, all windows, screens and door openings into or onto their units; screened porches or patios, atrium, sliding glass doors and plate glass.
2. To maintain, repair and replace at own expense, their individual air conditioning and heating systems inside and outside their individual units.
3. Within the unit, to maintain, repair and replace at their expense, all fans, stoves, refrigerators or other appliances or equipment, including any fixtures and/or their connections required to provide water, light, power, telephone, sewage and sanitary service to their condominium units. The floor and interior walls of any screen porch or patio of a condominium unit shall be maintained by the condominium unit owners at own expense.
4. To maintain, repair and replace all storm shutters protecting their units at own expense.
5. To maintain, repair and replace all cabinetry, floor/wall/ceiling coverings within their units at own expense.
6. To maintain, repair, replace, AND INSURE all improvements not part of the original building structure.

Florida Keys Post Hurricane Re-entry Decals available:

The Monroe County Sheriff's Office wants to remind everyone about Hurricane Re-entry issues in the event of an evacuation order in the Florida Keys.

Hurricane Re-entry decals, color coded for different areas of the Keys, are currently available at all Sheriff's Office substations and the Sheriff's Office Headquarters building on Stock Island. They are also available from all tag offices in the Keys, Key West City Hall, Islamorada City Hall and the Ocean Reef Public Safety Communications Center.

In the event a storm devastates a particular area of the Keys, the color coded re-entry stickers will allow law enforcement the option of separating out those residents who are traveling to relatively safe areas from those who are returning to the more badly damaged areas of the county. Depending on the circumstances, the people returning to relatively intact areas may be allowed to re-enter sooner than the others. If a person does not have a decal, he or she may also present a driver's license with a Florida Keys address, or some other proof of residency or proof of home or property ownership.

When was the last time you spoke with your personal insurance agent to review your personal coverages to confirm that you have adequate insurance protection? Take pictures/video before & after