

# *St. Thomas Square*

## *Master Owners Association*

FEBRUARY 2016

### WWW.STSMOA.COM

Don't forget to visit our website. It has all of our Documents, Rules, Budgets, Minutes, and Newsletters!

### WIRELESS INTERNET

The wireless internet installation is now complete. We have decided to keep the network password protected. The network is "St Thomas WiFi" and the security key is StThomas Please do NOT disconnect or try to move the Wireless Access Point (white device) installed in your unit. The devices are for more than one unit, and you will knock out the internet for several people if you disturb it.

### INSURANCE

It's that time of year again when mortgage companies request updated proof-of-insurance. In the past, insurance companies could send these automatically. However, that has changed, and they must have a request to send them. Send a copy of your request letter that lists the Owner name, loan number, unity number, mortgage company name and address, mortgage company fax number/email address to: Christine Linder: [chris.lindner@acentria.com](mailto:chris.lindner@acentria.com), or fax it to her at 850-257-2991.

### KEYS

During our WiFi installation, we found we are missing current keys or codes for several units. The keys are required by our Documents to be available to the Associations in case of Emergency or Common Element repair/enhancements. Please make sure there is a current key or code on file with the office.

### POOL BANDS

Many Owners/Owner representatives have not picked up the new pool bands. They are required for the pool area! Bands are issued per the occupancy limit in each unit.

### NEXT MOA BOARD MEETING

Saturday, April 16, 9 a.m. in the Clubhouse

### DRIVE GATE and PARKING

The drive gate will be active very soon! We will send out quarterly codes for guests and renters. The code will be the same for the drive gate and the pool. Please remember that EVERY vehicle in the residential parking lot must have either a blue Owner/Long Term sticker or a hanging parking tag. Parking tags are \$10 per stay and may not be reused, so make sure you have enough for all of your guests. We ask that no more than 2 vehicles park in the residential lot per unit. Any vehicle without proper tags will be towed!

Owners may purchase a remote control for the drive gate for \$30 each once our gate is complete. We will not issue any remote to long-term renters unless we have your express permission with an indication of who is paying for them.

### RENTAL SEASON

As you prepare for the upcoming season, please take a minute to update us with your rental company, including a contact phone number for emergencies. Keep in mind the rental occupancy limits and that at least one renter must be 25 years old-and staying the entire time in the unit. Owners are responsible for assuring all guests are aware of, and abide by, the Rules and Regulations. They are posted on our website as well as on the bulletin board of each Villa and the Plaza.

### RENTAL OCCUPANCY LIMITS

Please adhere to the occupancy limits per our Rules and Regulations. The limits are regardless of individual unit bed configurations.

Efficiency-2 adults

Studio-4 adults

One Bedroom-4 adults

Two Bedroom-6 adults

Three Bedroom-8 adults

REMEMBER TO FOLLOW US ON FACEBOOK!

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