

# **Welcome to One South Condos**

## **Move In Information for New Residents**

Welcome to One South, a Condominium Association. To assist in the harmonious living for one and all, the Board of Directors would like to take a few moments of your time to point out some of the important issues regarding initial move in and continual living within One South Condominium Association. This information will also help explain the procedures for telephone and cable television hook-ups, garage door openers, etc.

### **DECLARATIONS, BYLAWS AND HOUSE RULES**

As are all condominium associations, One South is regulated by Declarations, Bylaws and House Rules. This information is provided inside your Resale Certificate. Homeowners with the intention of leasing a unit should be aware that it is the responsibility of the Owners to provide their tenants with the Declarations, Bylaws and House Rules. Please familiarize yourself with these important documents. Additional copies are available through the management company. All Homeowners are responsible for the actions of their family, guests and visitors. These rules and regulations are strictly enforced.

### **MOVING IN (OR MOVING OUT)**

There are several rules to follow when moving in or out of this building:

1. Contact the Resident Manager at 243-8603 prior to moving in or out. The Resident Manager can inform you of the do's and don'ts, tell you where to park, and answer any questions that you may have.
2. Moves are not permitted through the front entry door and should be accomplished through the garage. The elevator in the building is for passenger freight only and can be easily overloaded. Do not overpack the elevator; take extreme caution when loading or unloading by lifting items and not scratching the floor. Do not "hold-up" the elevator for more than three or four (3-4) minutes. Also, be careful not to drag items along the hallway as the carpet can be easily damaged.
3. Storage of any kind is not permitted on the balconies or in the garage spaces (unless inside a storage locker). Do not place items in these areas for "temporary" storage. Empty boxes are not to be placed down the garbage chute, as they will jam the chute. All boxes must be dismantled and taken to the dumpster room directly.

4. Front door entry keys are available through the Resident Manager or the management company. Residents are requested to obtain additional copies through the Resident Manager as these keys must be "Do Not Duplicate" keys and cannot be copied without permission. To help maintain the building's security they should be provided to residents only.

#### TELEPHONE SERVICE, CABLE TV, MAILBOXES

In order to obtain telephone service, the telephone installation must be completed in a locked room. Please inform the Resident Manager of the day and time your telephone is scheduled to be installed and he/she will make arrangements for the room to be unlocked.

The One South building has basic cable TV service already installed. The cable receiver box should be present in the unit when you move in (and must stay in the unit when you leave). If it is not, contact the landlord or the management company. If you desire any additional premium channels other than what the basic service package provides contact GCI Cable and they will bill you separately for additional channels. Be sure to mention that you are part of the One South Condominium bulk cable TV program. The Resident Manager can provide you with a list of the basic channels available through this program.

Want your visitors to be able to contact you in the lobby? To have your name put on the lobby directory and access system contact the Resident Manager. Your telephone number will be input into the access system enabling your visitors to "dial up" and inform you that they are here! (Note: This system only works with true touch-tone telephones).

Garage door openers are the responsibility of the Homeowner. If you are a renter, contact your landlord should you require an opener. If you have purchased a new opener, the Resident Manager can program it for you. Be aware that larger vehicles may not fit through the north entry door due to the steep incline!

Mailbox keys are the responsibility of the Homeowner. The Association and/or management company does not keep keys to the mailboxes. If you do not have keys to your mailbox you will need to purchase a new lock. You can then catch the mailman when he or she has the mailboxes open, and pop the old lock out and pop the new one back in. The mailman generally arrives between 2 pm and 4 pm each day.

#### GARAGE PARKING

Garage parking spaces are assigned to individual units. Consult the Association Declarations and Bylaws to determine which parking space is assigned to your unit. The Resident Manager also has this information.