



DELIVERY REQUEST FORM

Resident's Name _____ Unit# _____

Company: _____ Contractor Name: _____ Cell: _____

Requested Delivery date: _____

Requested time: 9:00 am – 12 noon 12 noon – 3:00 pm 3:00 pm – 5:00 pm

\$500 Refundable Delivery Deposit Check Number: _____

READ CAREFULLY

If the resident, guest, vendor, or contractor causes any damages to any part of the property during the delivery, they will forfeit their non-refundable security deposit and be held responsible by the Association for any additional cost to repair the damages. **A refundable security deposit of \$500.00 is required to secure a reservation for delivery.** This deposit will be held by the Association and returned within 10 days after the delivery provided that no damages occurred during the delivery. **All delivery companies must provide a Certificate of Insurance, with La Perla Ocean Residences, 16699 Collins Ave, Miami, FL 33160, as Certificate Holder.** The Certificate of Insurance must include Liability Insurance and Worker's Compensation. All required documentation must be provided **BEFORE** the delivery date. Rescheduling a delivery must coincide with an available date and time on the Association reservation calendar located in Building LINK.

Deliveries must be scheduled no less than 7 days in advance and must be confirmed by Management. Deliveries are ONLY permitted during the following business hours:

Monday - Friday, 9:00 am - 5:00 pm
Saturday, Sunday, or Holidays - Deliveries are NOT allowed

DELIVERY TRUCKS THAT EXCEED THE FOLLOWING DIMENSIONS WILL NOT BE PERMITTED ON THE PROPERTY – NO EXCEPTIONS:

HEIGHT: 12 FT LENGTH: 24 FT

All delivery vehicles must park in the designated receiving area. It is the resident's responsibility to make sure that the vendor or contractor removes all packaging materials, boxes, and any trash that pertains to the delivery from the premises. Under no circumstances may any of these materials be placed in the building trash chutes or left in the common areas (including hallways). If any of the moving material is disposed improperly, you will forfeit your non-refundable security deposit and the Association will bill you for any additional cost.

BY SIGNING, I AGREE THAT I HAVE READ AND FULLY UNDERSTAND THE DELIVERY REQUEST FORM.

Resident Signature and Date: _____