**Welcome to Treasure Coast II Condominium**

**New Owner Checklist**

1). Please ensure the utilities are transferred to your name.

<https://www.fpl.com/support/contact.html#business-support/start-stop-move-service>

2). Please ensure the seller gives you a mailbox key. Additional mailbox keys may be requested through the Postal Service.

United Postal Service

801 SE Johnson Ave, Stuart, FL 34994

800-275-8777

3). The gates are locked close after hours, starting at 6:00 p.m. and opening at 6:00 a.m. They are also locked closed over the weekend. The seller should provide you with a gate clicker. Additional gate clickers are available for $40.00 and may be picked up at the Property Manager’s office.

4). Please contact the accounting department to confirm they have your current contact information. CAM statements are mailed quarterly and late payments may result in late fees.

5). Please review your property record details via the Martin County Property Appraiser’s website. Please contact them if they do not have your current contact information.

6). The trash concierge service is available Monday through Friday. Please place your trash in a bag and place it front of your front door. Please refer to the attached trash concierge policy for further details.

7). Please review the attached gate policy.

8). Interior and exterior modifications to your condominium unit(s) require BOD approval. Please refer to the attached unit use modification form.

9). Pallets may not be stored outside of any units or placed near the dumpster enclosures. Please contact Craig Ahal with Amerisweeps to arrange pallet removal.

Capital Realty Advisors, Inc. / Property Manager – Stephen J. Chuilli

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Treasure Coast II Condominium

C/O: Accounting Department

185 E. Indiantown Road, #127

Jupiter, FL 33477

Office: 561-747-5503

Email: [gail@accountingdepartment.biz](mailto:gail@accountingdepartment.biz)

Martin County Property Appraiser

3473 SE Willoughby Blvd., Suite 101

Stuart, FL 34994

Office: (772) 288-5608

[www.pa.martin.fl.us](http://www.pa.martin.fl.us)

Amerisweeps

2293 SW Martin Hwy

Palm City, FL 34990

Office: (772) 221-8040

Craig Ahal Cell: (772) 285-7617

[www.amerisweeps.com](http://www.amerisweeps.com)