



**BISCAYNE COVE'S PROCEDURES FOR DELIVERIES**  
**DELIVERY FORM**

1. All Deliveries MUST be cleared by the Office at least (72) hours prior to the delivery date.
2. Delivery hours are from 9:00 AM to 4:00 PM on Tuesdays & Thursdays and Saturdays 9 AM- to 12:00 Noon.
3. Deliveries are limited to no more than (6) six individual items per apartment.
4. There will be NO DELIVERIES permitted on Saturdays after 12:00 Noon. There will be NO DELIVERIES on Sundays & Holidays. NO EXCEPTIONS.
5. If a resident has more than (6) six items (i.e., Furniture, Boxes, etc.) this is considered a Move. NO EXCEPTIONS will be made.
6. There will be a \$50.00 dollar charge for any damages to your door and its frame. The resident will be liable and billed for this sum. If the delivery is done on a Saturday the \$50.00 charge will be deducted from the deposit.
7. This line applies to Saturday Deliveries only. A deposit of \$250.00 dollars in CASH must be paid at the office prior to the delivery on Saturday. The deposit is refundable if the delivery consists of (6) six items or less. For deliveries of (7) seven or more items and if the delivery goes past 12 Noon, the deposit will not be refunded.
8. **CAR DELIVERIES:** All car transport vehicles (trailers, trucks) are not allowed on Biscayne Cove Condominium property. All vehicles need to be unloaded on 31<sup>st</sup> Court.

*\*I acknowledge that I have been advised of the Rules governing the Deliveries Procedures of Biscayne Cove Condominium Association, Inc., and fully understand the rules and will abide by them.*

*\*I further acknowledge that I will not hold Biscayne Cove or its agents and representatives responsible for any costs involved due to a delay beyond their control such as, but not limited to, unexpected elevator failure and power failures, and/or uncontrolled circumstances or emergencies.*

**IMPORTANT**

DATE OF DELIVERY \_\_\_\_\_ TIME OF DELIVERY \_\_\_\_\_  
# OF PIECES \_\_\_\_\_ COMPANY NAME \_\_\_\_\_

***\*I agree with all of the terms and conditions set forth and stated above.***

TODAY'S DATE \_\_\_\_\_ BLDG / UNIT # \_\_\_\_\_

PRINT NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_