

A GUIDE TO LIVING IN CAMBRIA

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A GUIDE TO LIVING IN CAMBRIA

Table of Contents

Welcome to Cambria.....	Page 3
Important Numbers.....	Page 4
Front Entry Door System.....	Page 5
South Door System.....	Page 5
Keys/FOBs/Garage Door Openers.....	Page 5
Parking, Wine & Resident Storage.....	Page 5
Yellow Call Box.....	Page 6
Guest Suites.....	Page 6
Social & Billiard Room.....	Page 6
Theater Room.....	Page 7
Golf Simulator Room.....	Page 7
Pool & Grill Area.....	Page 7
Massage Room.....	Page 7
Indoor Hot Tub.....	Page 7
Piano.....	Page 8
Cambria Pets.....	Page 8
Cambria Visitors.....	Page 8
Leasing & Rental of Units.....	Page 8
Balcony Maintenance.....	Page 9
Hot Water Heaters.....	Page 9
A/C System.....	Page 9
Trash/Recycling.....	Page 9
Modifications/Construction in Units.....	Page 10
Hurricane Preparedness.....	Page 10
When Units are Vacant.....	Page 10

A GUIDE TO LIVING IN CAMBRIA

Welcome to Cambria!

This booklet contains information, along with a summary of Rules and Regulations implemented by the Cambria Condominium Association to make life more enjoyable for all unit owners. The information contained herein will answer a number of your specific questions.

We are confident that this brief overview will provide you with important information in an easy to use format. Should you require additional information, please do not hesitate to contact the Cambria Property Management Office (386) 447-2292.

When purchasing a residence at Cambria, each unit owner automatically becomes a member of the Cambria Condominium Association, Inc. and the Hammock Dunes Owners' Association Inc. Each Association is governed independently by a separate Board of Directors.

Concerns you may have regarding the operation and/or maintenance of Association common areas may be reported to the Cambria On-Site Manager (386) 447-2292. A schedule is also posted in each elevator as to hours of operation of the On-Site Management. After hours, common area maintenance emergencies may be reported to Southern States Management Group at (386) 446-6333.

A GUIDE TO LIVING IN CAMBRIA

IMPORTANT NUMBERS

Florida Power & Light	800-226-3545
Bright House	386-445-5464
Hammock Dunes Gate	386-446-6234
Island Estates Gate	386-445-0768
Dunes Comm Dev District (water/bridge)	386-445-9045 or 446-5593
Climate Control (A/C service)	386-672-8688
Andrew (keys)	386-586-8595

Palm Coast Information:

Police – non emergency	386-677-0731
Fire – non emergency	386-986-2300

A GUIDE TO LIVING IN CAMBRIA

FRONT ENTRY DOOR SYSTEM

- A phone directory is located on the left wall after you enter the double doors. To access the middle set of double doors, you will need to set up phone and establish a 4 digit code with Management *----
- When guests or subcontractors arrive, they will ring your unit phone on the directory and you hit 6 for entry.
- There is a surveillance camera in the Lobby that monitors activity.

SOUTH DOOR SYSTEM

- The South Door System is accessible through the use of a key fob (get from management) or the 4 digit front door code ----# provided by Management.

KEYS/FOBS/GARAGE DOOR OPENERS

- Amenity keys are restricted and must be purchased for \$25 and signed for by owner. The amenity keys allow access to Cambria common areas such as the fitness center, pool area, etc.
- Key Fobs are purchased from Management for front & side door access.
- Garage door openers are purchased from Management.

PARKING, WINE AND RESIDENT STORAGE

- Each Cambria unit is assigned 2 parking spaces, a storage compartment, and a wine locker. Check with Management for your assigned spaces. Keys should be provided by your closing agent/realtor from the previous owner. If you need additional keys, locks etc. Management will give you the information needed to obtain them.

A GUIDE TO LIVING IN CAMBRIA

YELLOW CALL BOX

- The Yellow Call Box is located on the counter in the front lobby. The Call Box alerts staff of deliveries, unit owner emergencies, or anyone requiring immediate assistance.

ELEVATOR OPERATION/SECURITY

- Check with Management and establish a 4 digit code for private elevator access.
- Please dry off after using pool or spa as wet spots on the floor are a hazard to everyone.
- Elevator doors should NEVER be blocked or held open as this will cause the elevator to “time out” and it will not function properly.
- Service elevators are for moving large items. Please see Management.
- Service elevators are for use when resident, guest or pet has sandy /wet feet.

GUEST SUITES

- There are two guest suites located on the first floor of the building. Reservations can be made in advance with Management (Forms also on web site www.ssmgroupinc.com).
- The charge for guest suites occupancy is \$75 out of season (May thru September) and \$100 in season (October thru April).

SOCIAL AND BILLIARD ROOM

- Make reservations in advance with Management for Private Functions. Management will place signs in the reserved areas.

A GUIDE TO LIVING IN CAMBRIA

THEATER ROOM

- There is a Sign Up sheet located outside the Theater Room.
- Usage limited to allow for all residents. Children under the age of 16 years old must be accompanied by an adult.
- “How to” instructions for equipment use are posted by Management.

GOLF SIMULATOR ROOM

- Make reservations in advance with Management. Management will demonstrate use of the computer and software.

POOL AND GRILL AREA

- Make reservations in advance with Management for Private functions. Otherwise the pool and grill area is open to all residents.
- No glass in pool area. Place beverages in cans, paper cups, plastic.
- Clean up after use and turn off grills and or fireplace.
- No pets in pool area.
- Cover Hot Tub after use.
- Notify Management of visit in winter to reset pool temperature.

MASSAGE ROOM

- Make reservations in advance with Management.

INDOOR HOT TUB

- Open to all.
- Prevent overflow by limiting occupancy to 3-4 adults.

A GUIDE TO LIVING IN CAMBRIA

PIANO

- The piano may be used during the hours of 9:00 a.m. through 10:00 p.m. each day of the week. The piano keyboard is locked. Contact management to request use of the piano. Children are not allowed to use the piano.

CAMBRIA PETS

- Pets are welcome as long as their behavior does not disturb other resident owners.
- Pick up after your pet (Bags provided by Association).
- Pets are not permitted on pool deck or in carpeted areas of amenities.
- Use Service Elevators if pet is wet or sandy.
- Pets must be on a leash at all times in Cambria and in the Hammock Dunes community.

CAMBRIA VISITORS

- Residents are responsible for their guests, guest behavior, and guest safety. Residents are expected to inform guests of building rules and regulations.
- Notify Management of guests, expected arrival and departure dates.
- Check with Management for Guest Parking.
- Pets of guests are resident owner's responsibility.

LEASING AND RENTAL OF UNITS

- See separate package of leasing rules and forms with on-site manager.
- See web site for forms/applications www.ssmgroupinc.com.

A GUIDE TO LIVING IN CAMBRIA

BALCONY MAINTENANCE

- Balconies MUST be swept/ mopped and no debris to be pushed to or over railings.
- Towels and clothing must not be placed on balcony railings.
- Please be considerate of your neighbor below.

HOT WATER HEATERS

- When unit is vacant, the water heater should be turned off at the electrical panel and at the incoming source.
- Check with Management for information to purchase an “emergency water stop valve” to prevent flooding.

A/C SYSTEM

- System should be checked bi-annually by professionals.
- Check with Management for A/C Contractors.
- Change filters when indicated on Thermostat (Blockage could result in flooding).
- FPL recommends A/C temperature setting 76degrees.

TRASH/RECYCLING

- Tie all bags.
- NO glass in chute. Place glass objects in recycle cans.
- Recycle cans are located on garage level by exit doors.

A GUIDE TO LIVING IN CAMBRIA

MODIFICATIONS/CONSTRUCTION IN UNITS

- READ Section E, Page 6, Rules and Regulations, of condo documents before proceeding.
- Construction is only Monday thru Friday 8 AM-5 PM. Management must be notified. NO CONSTRUCTION ON THE WEEKENDS.

HURRICANE PREPAREDNESS

- *Bring in all patio furniture.
- *Turn off and empty ice maker.
- *Turn off water.
- Located on each West Breezeway is an outlet that runs off the emergency generator system.
- Management will email residents after a storm has passed.

WHEN UNITS ARE VACANT

- Run water through plumbing: flush toilets, run water in sinks, shower, tubs if unit is vacant for a significant amount of time.
- See Management for information and/or purchase of material that prevents water from entering the sliding glass door pockets during heavy winds with rain, hurricanes and tropical storms.