

Dear Trade Winds West Owners:

Hurricane season is upon us, and the Board would like to remind you of the necessary steps to prepare your units.

Remember that we are a self-managed condominium. This means that we do NOT have maintenance personnel on site; therefore, EACH OWNER is responsible for their unit and for assisting in moving the pool furniture, grills, and any other condominium items to either the laundry room, interior hallway, or upstairs storage closet.

Preparing:

1. Your hurricane shutters must be closed if you leave your unit during hurricane season (June 1 - November 30) or if you visit your unit irregularly during the season. Please maintain your shutters in operational condition so that they can easily be closed as needed. Please do not wait until a hurricane is imminent to make your shutters functional.
 - a. Note: if a window is damaged due to failure to close hurricane shutters or lack of high-impact windows with no shutters or open windows, and rainwater enters, causing a leak in a downstairs unit, the repair costs will be the responsibility of the negligent owner.
2. If you will be away from your unit for more than a few days, please turn off your water meter. This is particularly important for second-story units. In normal circumstances, any damage to lower-level units caused by leaks due to water heaters or other problems not covered by the Association is the responsibility of the unit owner.
3. Please ensure that the board has the key or key code for your unit. If there is damage to the building, a Board member may need to access your unit to check for any interior damage. The Board will make every attempt to contact you before entering your unit.
4. All boats must be removed from the dock to a secure location or trailered off Trade Winds property during a hurricane. Note: A boat left at the dock during Irma sank due to being hammered against the concrete dock from swells and wind.
5. To prevent possible damage and physical harm during a storm, all kayaks must be stored in owner units or storage rooms in preparation for a hurricane or tropical storm. No kayaks should be left unattended when the owner is not present for an extended period for any reason.
6. If you have a screened porch, please secure any items on the porch. Screens can easily be blown out, and items can be sent flying. It is advised to put porch items inside your unit.
7. If there are any items, such as plants in containers, outside your unit that can become projectiles, please move them inside. Again, loose items can go flying during wind events and cause damage.
8. Take photos of every room in your unit and do an inventory of your property.
9. Have your own homeowner's insurance for your unit in order. Remember that the association insurance is limited.

We STRONGLY suggest that you call the association's insurance agency, IOAUSA at 305-743-0494 for all questions related to what is and what is NOT covered.

IF YOU HAVE TENANTS IN YOUR UNIT, PLEASE ADVISE THEM OF THIS INFORMATION

06.01.2025