



**GRS Management, Inc.**

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Miami Lakes, FL 33016

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**ROYAL OAKS OFFICE PARK OWNERS' ASSOCIATION, INC.**

Date: \_\_\_\_\_ Unit/Account Number: \_\_\_\_\_

Resident/Occupant name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Documents Requirement to obtain these items:

- Copy of owner's Driver's License (Tenant must be an approved tenant)

**Previous owner is responsible for providing you with a copy of the condo documents. If these were not provided to you, they may be purchased at a cost of:**

☐ Condo Docs/By laws

\*Fee \$50.00

If you wish to change your mailbox key, you must contact U.S. Postal Service and make arrangements with them to install a new lock.

**All owners are responsible for maintaining their common areas including parking, mailboxes and landscaping. All exterior modifications require ARB approval.  
Please refer to the rules and regulations.**

All fees are payable to: **ROYAL OAKS OFFICE PARK OWNERS' ASSOCIATION, INC.**

**(Cashier's check or Money Order Only)**

Total amount due: \_\_\_\_\_