

WATERFORD POINT CONDOMINIUM APARTMENTS, INC.  
801 S. Federal Highway  
Pompano Beach, FL 33062-6741

Date: \_\_\_\_\_

**BY CERTIFIED MAIL \_\_\_\_\_**  
**RETURN RECEIPT REQUESTED**

[Name and Address of Owner]

**Re: Waterford Point Condominium Apartments, Inc.**  
**Suspension of Use Rights for Unit \_\_\_\_\_**

Dear \_\_\_\_\_:

You are now more than ninety (90) days delinquent in a monetary obligation owed to the Association. You have not paid your regular monthly assessments, interest, late fees [add any other monetary obligation] owed to the Association in the total amount of \$\_\_\_\_\_ as of the date of this notice. Pursuant to Florida Statutes, Section 718.303(3), effective immediately, the Board of Directors has suspended your right to use the common elements, common facilities and other Association property until your monetary obligation is paid in full, including all monetary obligations coming due subsequent to this notice. The suspension of use rights also applies to all tenants, residents, guests, occupants, licensees and invitees of your unit. Therefore, you and your unit's tenants, residents, guests, occupants, licensees and invitees are prohibited from using the common elements, common facilities and other association property.

Until your monetary obligation is paid in full, demand is made that, immediately, you and all other unit residents, guests, occupants, licensees and invitees do not use of any of the common elements, common facilities, or other association property, including, but not limited to, the following:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

[Name of Owner]

[Date]

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Time is of the essence. Failure or refusal to comply with this demand and/or your use of the common elements, common facilities, or other association property prior to payment of your monetary obligation in full will leave the Association no alternative but to file a petition for arbitration or bring other legal action against you to enforce the suspension of use rights. Such legal action will expose you to liability for the Association's costs and attorney's fees, in addition to your own.

It is hoped that further legal action will not be necessary and that you will pay your monetary obligation.

Sincerely,

The Board of Directors  
For the Association

cc: [Name and Address of Unit Owner] (Also Sent Via Regular U.S. Mail)

WATERFORD POINT CONDOMINIUM APARTMENTS, INC.  
801 S. Federal Highway  
Pompano Beach, FL 33062-6741

Date: \_\_\_\_\_, 2010

(name of tenant, guest or other occupant)

801 S. Federal Highway, Unit \_\_\_\_\_  
Pompano Beach, FL 33062-6741

Re: Suspension of Common Element Use Rights

Dear \_\_\_\_\_:

We regret to inform you that pursuant to Sections 718.303(3), (4), and (5), Florida Statutes, the Board of Directors voted to suspend common element use rights associated with Unit \_\_\_\_\_.

You are prohibited from using the following facilities:

- 7. \_\_\_\_\_
- 8. \_\_\_\_\_
- 9. \_\_\_\_\_
- 10. \_\_\_\_\_
- 11. \_\_\_\_\_
- 12. \_\_\_\_\_

Management and staff are authorized to instruct you to leave any prohibited areas. If you have any questions, you will have to contact the owner of the Unit to address this suspension of use rights. Please govern yourself accordingly.

Sincerely,  
The Board of Directors