

Please keep for reference in the event of a hurricane

## **HURRICANE PROCEDURES FOR RESIDENTIAL TENANTS**

**In the event of a hurricane the following procedures will be followed by the management staff. Please review in advance so that you and your family will be prepared as it relates to protecting your home.**

**The property does not have nor provide for hurricane protection.**

### **HURRICANE PREPARATION PROCEDURES**

#### **DEFINITION:**

When the United States hurricane center in Miami announces a hurricane warning, all tenants will be requested to secure their apartments and possibly asked to leave the premises. Your local government, depending on the seriousness of the storm, will determine the vacating of the premises.

**A “Hurricane Warning” is defined as follows:**

**A WATCH** is the announcement for specific areas that a hurricane poses a threat Generally within 36 hours.

**A WARNING** which indicates that hurricane winds 74 mph and higher, or any Combination or dangerously high water and very rough seas are expected in specified coastal areas. When hurricane warning is announced, hurricane conditions are considered imminent and may begin immediately, or at least within the next 12 to 24 hours. It is of utmost importance that ALL precautionary measures and actions be instituted immediately for the protection of life and property.

**IF A VACATING OF THE PREMISES IS CALLED FOR BY THE LOCAL GOVERNMENT, IT IS POSSIBLE THAT ALL BUILDINGS WILL BE SHUT DOWN WITHIN 6 HOURS OF A WARNING BEING ISSUED AND POWER WILL BE TURNED OFF TO PREVENT A HAZARDOUS ENVIRONMENT. NO ONE WILL BE PERMITTED BACK INTO THEIR BUILDING UNTIL AFTER THE STORM HAS PASSED AND THE BUILDING IS FOUND TO BE SAFE.**

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**IN CASE OF EMERGENCY, PLEASE CALL (954) 760-4360.**

- I. **When a Hurricane Watch is issued the following preventions should be taken:**
  - A. Stay in touch via the local media with hourly and three-hour news updates on the storm's movement and intensity.
  - B. Review the precautionary steps recommended for which a Hurricane Watch is issued. If these steps cannot be completed within three hours of the issuance of the Warning, begin the steps during the watch so that the balance of the work can be completed by available personal within three hours.
  - C. Plan your family's needs when the warning is issued. These are best detailed within free pamphlets assembled in partnership with media and national organizations and found at your grocery or home improvement center.
  - D. Contact the management office with all emergency contact names and telephone numbers. This will allow us to contact you should the need arise
  
- II. **When a hurricane warning is announced, the following precautions should be taken immediately:**
  - A. Remove all items hung on the walls of the perimeter rooms, with windows to prevent the items from flying off the wall and causing additional damage.
  - B. Clear all desks, credenzas and tables of potential flying objects.
  - C. Remove valuable papers and items from the property if possible or place in the most secure interior area of your unit.
  - D. Remove all computers, printers, modems, radios, TVs and other electrical equipment to an interior room / closet. Place above the floor and enclose in garbage bags to protect from moisture. (Cut off electrical power to apartment).
  - E. Close all blinds and drapes

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- F. **Do not place any type of tape on the windows. It has no benefit in a hurricane. Removal of the tape can be difficult and costly, especially if removal damages the glass.**
  - G. **Close all perimeter room doors.**
  - H. Access by tenants will not be possible after the building has been secured.
  - I. Cover any items susceptible to water damage with plastic sheeting.
- III. **After the storm has passed and all warnings are discontinued, the following will be scheduled to occur:**
- A. A property management team will arrive at the property to assess the extent of the damage and provide limited access to the building.
  - B. If property management determines that it can be done with a reasonable degree of safety, a limited number from each family will be allowed onto property to assess individual apartment damage.
  - C. The building will not be opened to all of a tenant's family until:
    - i. **Electricity and water are restored to the property.**
    - ii. **Electricity is restored inside the apartment by the property management, if applicable.**
  - D. To receive an update on the status of the building tenants may call the management office telephone number, (if not operable a number will be posted on the exterior of the property).

**GENERAL NOTES:**

**Hurricane Shutters:** All tenants must provide their own protection to windows. Permission to install such protection must be approved by management prior to Hurricane Season. NO SHUTTERS ARE TO BE INSTALLED WITHOUT APPROVAL. IMPROPER INSTALLATION CAN CAUSE EXTENSIVE DAMAGE TO THE BUILDING FOR WHICH THE INSTALLING TENANT WILL BE FULLY LIABLE.

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**Property Insurance:** The Landlord's insurance will only be covering the basic building and property. Each tenant will be responsible for their contents. **Review your policies to determine the extent of your coverage.**