



1135 3<sup>rd</sup> Ave S #003 Naples, FL 34102  
Office: (239) 263-5834 Email: [Manager@naplessquare3.com](mailto:Manager@naplessquare3.com)

## Required Vendor Insurance & License

### NAPLES SQUARE III

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Naples Square III Condominium Association, Inc. requires certain documents to be provided to the Association **prior** to any work being performed by vendors/contractors and sub-contractors. Certificate of Insurance must identify the name and address of the condominium.

The certificate holder section on insurance certificates needs to be completed as follows:

Naples Square III Condominium Association, Inc.  
1135 3<sup>rd</sup> Ave S. Naples, FL 34102

#### Required Documents:

- ☐ Certificate of Insurance of General Liability of no less than \$250,000 per occurrence and no less \$500,000 aggregate. (Amounts Subject to Review)
- ☐ Proof of Worker's Compensation Coverage or Current Certificate of Exemption.
- ☐ Proof of Type "B" licenses in Collier County and/or Lee County.

Please mail to:

NAPLES SQUARE III CONDOMINIUM ASSOCIATION, INC.  
1135 3<sup>rd</sup> Ave S. #003, Naples FL 34102  
Or; Email: [Manager@naplessquare3.com](mailto:Manager@naplessquare3.com)

Work is **NOT** authorized until receipt of required documents. If you need further assistance, please contact the Property Manager at 239-263-5834.



### **NAPLES SQUARE III TRADE RULES**

1. No construction work is permitted from December 15<sup>th</sup> through April 15<sup>th</sup> during season. Work hours and hours for moving in or out are Monday through Friday 8:00 A.M. to 5:00 P.M. Prior arrangements must be made with Management to install pads in the elevator. No moving is allowed on Weekends or Holidays without prior Board approval. Any damage to the elevator interior is the responsibility of the owner moving in or out and/or having construction work done. Damage will be billed to the Unit Owner.
2. All trades must be properly licensed and insured and must provide the documentation prior to starting work.
3. All stone and tile deliveries must be scheduled with the management office so elevator reservations can be made.
4. The use of any hard surface flooring requires the incorporation of sound control. Since there are several methods of sound control, the method you choose must be approved by the Association before installation begins.
5. All materials and supplies must be unloaded in the designated locations.
6. Do not pour grout, paint or any other construction debris down any drain.
7. Do not cut tile/stone on terraces. Tile may only be cut with a wet saw in an area properly tented to contain dust.
8. Do not use trash chutes. All debris must be deposited in dumpster or hauled away daily. (VIOLATORS WILL BE THROWN OFF THE JOB.)
9. All alterations to terraces must have written approval of the Association and necessary permits must be obtained.
10. **All exterior doors must be kept closed to prevent heavy AC condensation**, which could cause unnecessary charges for repair. Unit doors must remain closed.
11. No cutting or drilling into the concrete floor or ceiling slab is permitted without prior approval by Association. Cutting or drilling into the floor or ceiling slab may require a post tension x-ray.

**All trades must be out of building by 5 p.m. indicated on item #1.**