

Tarpon Landings Owner/Agent Responsibilities

If the unit owner will not be on site during a construction project, an agent (owner representative) will be identified by the owner.

An agent must be approved by the Architectural Review Committee.

An agent must have a demonstrated knowledge in construction or interior design and be able to manage people and time.

The agent must be included in the initial contractor briefing. This briefing must take place before work begins.

The agent must be 'present' when work is being performed on the Condominium property.

Present shall be defined as on property, available by phone on or off property and respond in person to issues of concern that business day.

The agent will see that all contractors and vendors comply with the Contractor Rules and Regulations as approved by the Tarpon Landings Home Owners Association Board of Directors.

The agent will see that hours of operation are strictly enforced.

The agent will be on property the first day of the project to orient all individuals starting the project that day. When new individuals are added to the project, the owner/agent will be present to provide orientation to them.

The agent will monitor construction progress as needed, but at least twice weekly unless otherwise notified by the Tarpon Landings Construction Coordinator.

The agent will carry general liability insurance and provide Tarpon Landings a Certificate of Insurance with Tarpon Landings Condominium Association as the certificate holder.

The agent will not be legally or financially responsible for onsite accidents, damage to property or injuries to workers.

The agent will not be responsible for purchasing material or delivering material to the job site.

The agent will be responsible to see that delivery of material adheres to Tarpon Landings Rules and Requirements.

The agent will not be responsible for managing project timelines.