Riverwest Condo Association
190 Escambia Lane
Cocoa Beach, FL 32931
riverwestca@gmail.com

To:	New Owner/Renters
Date:	Oct 25, 2026
Re:	Welcome Letter
CC:	

Welcome to Riverwest. On behalf of the Board of Administration, we're glad you're here. This packet has everything you need to get settled: how to access our governing documents, how assessments work and how to pay them, who to contact for what, and the details that make daily life easier —club house/pool/garage access, trash pickup, pest service and this year's community calendar to include meetings. A few things worth doing this week:

1. Complete the Owners/Renters Update form
2. Set up electrical service through Florida Power and Light. www.fpl.com or (888) 988-8249.
3. Set up Cable TV account with spectrum at www.spectrum.net or (833) 267-6094. Cable TV and Internet are provided with monthly condo dues.
4. Set up your monthly condo assessment (monthly dues) payments. For 2026 payments of $755 are due by the 1st of each month.
5. Create an account for the www.riverwestca.com webpage. The RCA shares information through the community bulletin board in the parking garage and through the riverwestca.com webpage.
6. Read the House Rules.

Roger Gibson is designated as your condo sponsor. He will provide you with a Key to your mailbox, main building, pool area and clubhouse. If you have any questions, please reach out to him at (321) 432-3339, roger.gibson@hotmail.com, riverwestca@gmail.com or any board member. We'd rather answer a question twice than have you guess. Welcome home!

Warm regards,

Tony Sonisi, President, RCA Board of Directors

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Owners/Renters Update Form

Resident type	Owner / Renter
Apt	
First Name	
Last Name	
Directory Phone Number (number dialed at front door)	
Email	
Alternate/Summer address (optional)	
Emergency Contact - Contact Name	
Emergency Contact – Phone	
Emergency Contact – Email	

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Moving Instructions

- Notify one of the condo board members 24 hours prior to moving date.
- Moving hours are between 8am and 10pm
- Place the provided precut Protective Boards on the elevator floor
- Do not leave the front door or garage doors propped open, if unattended
- Return carts to garage in a timely manner
- Park in designated areas when possible
- If locks are changed, please contact a board member to either provide or receive a duplicate key

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Trash Rules

As per the House Rules: No heavy or bulky objects, cardboard boxes, or sticks shall be placed in the trash chutes, but shall be carried to the ground level trash containers. be secured in plastic bags before being placed in the trash chutes. Highly combustible substances, such as paint, petroleum products and the like, shall not be placed in the trash chutes or otherwise be disposed of on the premises by placing in any drain or sewer facility.

- Trash Service is scheduled for Mondays and Thursdays every week.
- Recycling is scheduled for Tuesdays every week

1. Be sure to **seal** your trash bags before sending down the trash chute!
2. Be sure to **collapse** all boxes.
3. Do not throw loose trash into the trash chute.
4. Do not throw pizza boxes or other boxes into the chute, regardless of how small the pieces.

Kindly remember that Board members are volunteers and should not be responsible for climbing into the trash chute in order to clear stuck garbage.

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Pest Control

Black's is contracted to service Riverwest for Monthly pest control. They alternate Months from Inside to outside service. They are scheduled for the 2nd Wednesday of every month. The inside service is scheduled on Jan, Mar, May, Jul, Sep, Nov. On those months:

- A Service Technician will knock for access to the interior of each individual unit.
- If no one answers, they will move on and attempt access the following session.