

Greenwich Association, Inc.

1470 NE 123rd Street, Manager's Office • North Miami, FL 33161
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RESERVATION FOR LARGE ITEM DELIVERY

The service elevator must be prepared for large items, and the back doors to the building must be opened.

Delivery of large items is allowed on Mondays through Fridays from 9:00 a.m. to 4:30 p.m. and NOT on weekends, holidays or after-hours.

Confirmation of the reserved date and time will be provided in writing. Please remember to advise the office of changes or cancellations.

Please provide the delivery service your telephone number and give adequate instructions with the correct address (entering on 16th Ave.) and on how to enter the premises.

Unit No. _____

Print your name: _____

Date _____

Telephone _____

I expect delivery of a large item on this date: _____

Expected time or range of hours: _____

Describe the item you expect: _____

Dimensions (try to procure these ahead of time): _____

**Please deliver this form through the main office door slot or
it in person to the office from Monday to Friday, 8am to 4pm.*