

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION DIVISION OF FLORIDA CONDOMINIUMS,
TIMESHARES, AND MOBILE HOMES

Condominium Association Board Member Certification Form*

I, _____, certify that I have read the (Print name of board member) Association's declaration of condominium, articles of incorporation, bylaws, and current written policies and will work to uphold such documents and policies to the best of my ability and that I will faithfully discharge my fiduciary responsibility to the association's members.

(Print full legal name of association)

Print: _____

Signed: _____ Date: _____

(Signature of Board member)

Submit this form to the association within 90 days after being elected or appointed to the board, attesting to the above, or a director may submit a certificate of satisfactory completion of the educational curriculum administered by a division-approved condominium education provider.

*A board member certification form or a certificate of satisfactory completion of a Division Approved Educational Curriculum is required by Section 718.112(2)(d)3, of Chapter 718, Florida Statutes.

718.112 (2) REQUIRED PROVISIONS. (d)4.b. Within 90 days after being elected or appointed to the board of an association of a residential condominium, each newly elected or appointed director shall certify in writing to the secretary of the association that he or she has read the association's declaration of condominium, articles of incorporation, bylaws, and current written policies; that he or she will work to uphold such documents and policies to the best of his or her ability; and that he or she will faithfully discharge his or her fiduciary responsibility to the association's members. In lieu of this written certification, within 90 days after being elected or appointed to the board, the newly elected or appointed director may submit a certificate of having satisfactorily completed the educational curriculum administered by a division-approved condominium education provider within 1 year before or 90 days after the date of election or appointment. The written certification or educational certificate is valid and does not have to be resubmitted as long as the director serves on the board without interruption. A director of an association of a residential condominium who fails to timely file the written certification or educational certificate is suspended from service on the board until he or she complies with this sub-subparagraph. The board may temporarily fill the vacancy during the period of suspension. The secretary shall cause the association to retain a director's written certification or educational certificate for inspection by the members for 5 years after a director's election or the duration of the director's uninterrupted tenure, whichever is longer. Failure to have such written certification or educational certificate on file does not affect the validity of any board action.