



Tower 1: 11807 Front Beach Road, Panama City Beach, Florida 32407
Tower 2: 11800 Front Beach Road, Panama City Beach, Florida 32407
Front Desk Phone 850-238-8988, Security Phone 850-625-5960
Community Association Manager: Shelley Richards Phone 816-785-9083
Email shelley.richards@fsresidential.com
Email the Board of Directors at gpboard@grandpanamacoa.com

**WELCOME TO THE
GRAND PANAMA BEACH RESORT CONDOMINIUM ASSOCIATION**

Congratulations on your recent purchase at Grand Panama Beach Resort! On behalf of the Association and the Association's Board of Directors, we would like to welcome you to the Grand Panama community. Please address all correspondence to the Association as follows:

Grand Panama COA

**11800 Front Beach Road
Panama City Beach, FL 32407**

OVERVIEW OF YOUR ASSOCIATION

Grand Panama Beach Resort Condominium Association is a not for profit corporation whose purpose is to operate, manage, maintain and control Grand Panama Beach Resort Condominiums. As an owner in Grand Panama, you are a member of the Association. As a member, you are required to abide by the governing documents of the Association. Please be sure to visit the owner's website, www.grandpanamacoa.com for more information. You will need to email the Board of Directors at gpboard@grandpanamacoa.com to gain owner access to the webpage. On the webpage, you can view insurance coverages, documents and rules, contracts and bids, as well as any business for the association.

YOUR ASSOCIATION BOARD OF DIRECTORS 2026/2027

President: Brad Coleman

Vice President: James Eagleson

Secretary: Darrell Caudill

Treasurer: Phil Brogan

Director: Charles Knoll

Director: Ron Kibble

Director: Gary Middleton

VOTING CERTIFICATES AND OWNER INFORMATION SHEET

Please fill out and return the **Voter Authorization Certificate** and **Owner Information Sheet**, so we can update our records.

ASSESSMENTS

As a member of the association, you are required to pay a monthly assessment based on your condominium documents. The Association provides an online Owners Portal called ClickPay where you can make a one-time payment or set up auto pay. Once we have your email on file, an activation link will be generated and emailed to you (*please check your spam folder*). If you wish to utilize this platform and have not received an activation link, please contact our CAM at shelley.richards@fsresidential.com or call 850-585-7015.

WHERE DOES MY ASSESSMENT MONEY GO?

The following items are paid by your monthly assessments:

- Water and sewer costs: units, irrigation, pools
- Common area electric utility: building lighting, pool equipment, elevators, etc.
- Natural gas utility: pool deck grills, heating Tower 2 outdoor pool and spas
- Basic satellite TV
- Internet and Wi-Fi
- Pest Control and Landscaping
- Building maintenance: exterior, common areas, pools, etc.
- Insurance on the structural part of the buildings: flood, wind, property
- Management and administrative expenses: accounting, legal, postage, etc.
- State required permits, licenses, and fees: elevator, pools and spa, etc.

Owner Parking

Each owner will be given access to Park N Spot, the new parking registration system for Grand Panama Resort. Owners will enter their family vehicle and pet information into the Park N Spot system. A license plate reader will be utilized to monitor owner and guest parking on our property.

Owner Wristbands

Wristbands are issued based on unit size:

- 1 Bedroom – 6 bands
- 2 Bedroom – 8 bands
- 3 Bedroom – 10 bands
- 3 Bedroom Penthouse – 13 bands
- 4 Bedroom Penthouse – 15 bands

Wristbands are provided by the CAM.

Mailboxes

Mailboxes are located on the ground floor of each tower. If the previous owner did not provide your mailbox key at closing, you will need to see the CAM for a new key.

FirstService Residential Account/Click Pay

FirstService Residential Accounts and Click Pay are used to pay monthly assessment fees. Please see FirstService Residential welcome letter or contact the CAM for more details.

Grand Panama Website Access

New owners should request login credentials by emailing gpboard@grandpanamacoa.com. The COA website provides important documents, rules, policies, contracts, bids, and other information about property operations and ownership.

Renting Your Unit

If you plan to rent your unit, please review the rental rules and guidelines carefully and provide the rules and guidelines to your management company. There is a document in the welcome packet on Property Management and Self-Managed Owners that explains the rules and guidelines.

Guest Registrations

All guests must register through Park N Spot, our guest and owner registration system. The hyperlink is www.theparkspot.com/grand-panama/ Guest packets include resort fees (a resort fee is \$55 and includes 1 parking pass and wristbands based on occupancy levels).

Capacity limits (enforced per City regulations):

- 1 Bedroom – 6 guests
- 2 Bedroom – 8 guests
- 3 Bedroom – 10 guests
- 3 Bedroom Penthouse – 13 guests
- 4 Bedroom Penthouse – 15 guests

All guests can purchase 1 additional parking pass at \$35. During off-peak seasons, guests may be allowed to purchase additional parking. Guests are allowed to bring up to two pets, if you allow pets in your unit. Please see the separate policies on guests and owners with pets.

Front Desk Services

Our front desk is operated by Panhandle Getaways daily from 7:00 a.m. to 11:00 p.m. The front desk can assist with property-related questions and parking registration. All Amazon packages are delivered there for owner pickup.

Owner Storage Options

Storage Closets are available for lease on each floor of Tower 1 and 2 (subject to availability). Leasing details and policies are available online for your review. Contact our CAM for more details.

Storage Cages are located on garage levels in each tower. These are ideal storage areas for extra chairs, coolers, or beach gear. Each cage is numbered and free for owners. Owners must register their storage cage with the CAM before placing a lock on an empty cage. All cages are first come, first serve. Storage cage rooms do require a door code access number provided by the CAM.

Beach Chair Program

An annual chair rental program is available for owners who rent their units. Contact CAM for pricing and availability.

Community Connections

Stay connected by joining our Facebook pages:

- Grand Panama Resort for Guests
- Grand Panama Owners
- Grand Panama Owners Only

Move In and Disposal of Large Trash Items

Large items (furniture, boxes, etc.) must be taken to Maintenance, located on the ground floor of Tower 2, for proper disposal.

Please don't hesitate to email the Board at gpboard@grandpanamacoa.com with any questions.

Once again, welcome to Grand Panama Beach Resort—we're glad you're here!