

Table Of Contents to have available on website or binder in office (recognizing that some people will not check on website):

In alphabetical order.... 😊

(1) Activities in Surrounding Community (Englewood, Venice, Punta Gorda)

Chamber of Commerce brochure

Useful websites:

Events

Restaurants

Businesses:

Car repair

Electrician

HVAC

Plumbing

Cleaning

(2) Amenities:

Pool

Clubhouse

Fitness Center

Library

Pickle Ball Courts

Tennis Courts

Putting Green

Basketball Hoop

Use of Equipment

(3) Calendars of meetings, activities, events

ON WEBSITE

(4) Committees:

ON WEBSITE

Grounds

Security

Social Activities

Communications

Strategic Planning

Operations

(5) Communications/ Information Sharing

Bulletin Boards near Elevators

Board at Clubhouse

Website

Emails

(6) Community Association

ON WEBSITE

Board Members

Condo Assoc. A: Bldg 8411 (yellow center) +8413 (blue back)

Condo Assoc. B: Bldg. 8403 (peach front) + 8405 (blue front)

Condo Assoc. C: Bldg. 8407 (green in back) + 8409(peach in back)

(7) Documents:

ON WEBSITE

(1) Articles & Bylaws

(2) Articles of Incorporation

(8) Emergencies – what to do

Note: If traveling in, make sure your phone's 911 is programmed for Placida area (not your home state)

- a) Hurricane
- b) Fire
- c) Stuck in Elevator

(9) Entrance

Use of Fob :

Use of Directory/ Guests

(10) Forms

ON WEBSITE

- a) New Renter
- b) Returning Renter
- c) Buyer Request
- d) Estoppel Format
- e) Insurance Information & Costs
- f) Improvement Approvals
- g) Autopay
- h) Owner Permission Release of Fob

(11) Improvements/ Remodeling

Inside Unit vs. Outside Unit

Form for Approval

(12) Insurance

Forms:

(13) Meetings

ON WEBSITE

Annual Meet in November

Access via Zoom

(14) Parking

(15) Property Management: CW

Office Hours

Contact Info.

(16) Renters

ON WEBSITE

(17) Rules & Regs

ON WEBSITE

Smoking

Parking Policy

Pet Policy

Approval of work to be done

Sale, Rental & Leasing Policies

(18) Security

Front Entrance – use of key/ fob

Pool, clubhouse, fitness center – use of key/ fob

If see something, say something – who to report to

(19) Services Provided as Part of Association Dues

Trash – when pick up

Recycle – what recycle and when pick up

Water/ Sewer

Grounds maintenance

Exterior building maintenance

(20) Social Activities:

Social gatherings/ Dinners

Pickle Ball

Golf Club

Bocce Ball

Yoga

Water Aerobics

Book Club

Game Night/ poker

(21) Website: www.capehazeresort.com

Public Domain

Owners Only Access: (+how to access)

Financials

Directory