

Pavilion Club Condominium Association, Inc. Renters' Rules Handbook

2024 – 2025

Please Keep in the Unit



Pavilion Club Condominium Association, Inc.
806 Gulf Pavilion Drive
Naples, Florida 34108
239-566-8010

Visit www.pavilionclubnaples.com to view or download this booklet.

FORWARD

We welcome you and wish you a pleasant visit to the Pavilion Club. This booklet has been prepared by the Board of Directors to help make your stay enjoyable and to make you aware of the various rules and regulations that exist.

Rules and regulations are an essential part of condominium living and they are developed to help promote a harmonious relationship between residents in a dwelling area where the homes are not separated by broad lots but are as close to one another as the common area walls and floors separating the units. Sometimes it is difficult to forget all the freedoms we have had as a single-dwelling homeowner and accept the conditions that come with condominium life. Living harmoniously in a condominium community requires a little effort on the part of all residents to be courteous and respectful of others. Most issues can be avoided by practicing good judgment and adhering to the community guidelines.

Some issues that are of particular concern to condominium life are proper trash disposal, pool area decorum, noise and other nuisances, vehicle usage, parking, and general maintenance of the units and common elements. Please take the time to familiarize yourself with the policies and procedures relating to these issues.

Owners should see that a copy of these rules is always retained in the unit.

Thank you for your cooperation.

Board of Directors

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EMERGENCY NUMBERS & OTHER CONTACT INFORMATION

ALL EMERGENCIES: 911

(Police, Fire & Ambulance)

You must stay on the line after calling this number

Collier County Sheriff's Office (Non-Emergencies) (239) 774-4434

Poison Information Center: 1-800-222-1222

IN CASE OF FIRE

Each of the 12-unit buildings (815, 821, 828, 845 & 876) is equipped with fire alarm pull stations, fire alarm buzzers in each unit, as well as fire extinguishers in various locations outside the units. The 8-unit buildings are equipped with fire extinguishers only, and smoke detectors in the individual units. In the event there is a fire in your unit, you should vacate the apartment, activate one of the fire alarms pull located outside the unit (this will signal other residents in the building that there is a fire) shout "FIRE" and alert someone to immediately call 911 to report the fire and its location.

The fire alarm that sounds when the fire alarm pull station is activated is a local alarm only -- it is not monitored by the Fire Department. Therefore, you must call 911 in order to let the Fire Department know there is a fire.

All residents should familiarize themselves with the locations of fire extinguishers, pull stations and other emergency equipment.

IMPORTANT ASSOCIATION CONTACT INFORMATION

Manager : Chris Stinauer

Office Phone: (239) 566-8010

Non-Urgent Inquiries: e-mail Manager@pavilionclubnaples.com

Manager is on-site Monday-Friday.

FOR ASSOCIATION-RELATED EMERGENCIES DURING OFF HOURS:

Call Office Phone Number which will forward call to Manager Cell Phone.

Owners' Secure Website: PC.myHOAST.com

Public Website: www.PavilionClubNaples.com

CODE OF CONDUCT

The owners of the Pavilion Club community desire to create a safe, inviting, and friendly community atmosphere. We recognize that we are a diverse community in different stages of life, with multiple interests, desires and needs. The purpose of this code of conduct is to allow each owner, guest and/or renter to maximize his or her experience at the Pavilion Club. To accomplish this, we have developed a code of conduct for common areas to foster mutual respect and enjoyment for the common good of all. Please be mindful of those around you by:

- Refraining from loud boisterous comments/conversations
- Refraining from the use of profanity
- Refraining from smoking, vaping, and use of electronic cigarettes in common areas
- Observing all common area rules

RULES ENFORCEMENT & COMPLAINTS

A code of rules is useless unless enforced. The rules apply to everyone without exception. Care must be taken to ensure that everyone on Pavilion Club property is aware of the rules and regulations; therefore, ignorance is no excuse. The primary purpose of the enforcement procedure is to encourage rule compliance for the benefit of all owners, guests, and renters, not to be punitive.

1. When a violation occurs, the Manager may issue a verbal or written warning to the violator.
2. Further repetition of the offense will result in a certified letter to the offender. A dated memo of the violation will be filed with the Board.
3. The Board of Directors may suspend privileges or levy a fine against any unit owner for failure of the owner, his/her guests, lessee, or invitees to comply with the document restrictions or the rules and regulations of the Association. The party against whom the suspension or fine is sought to be levied shall be afforded an opportunity for a hearing before the violations committee and shall receive notice of such hearing no less than 14 days prior to the date of that hearing. (Bylaws 8.1)
4. An owner and/or lessee/renter who receives a fine citation from the manager shall have, in accordance with applicable Florida statute, 14 days from the date of the citation notice to appeal in writing to the violation committee.

5. If the offense continues because the fining process was not effective for whatever reason, the matter will be referred to the Association's Attorney for additional enforcement action.
6. Parents are responsible for their children's adherence to the rules.
7. Unit owners are responsible for their renters and/or guests' adherence to the rules.
8. **COMPLAINTS REGARDING OTHER RESIDENTS MUST BE PUT IN WRITING TO THE MANAGER.**

GENERAL RULES

1. **The main water valve must be shut off whenever the unit is unoccupied overnight or longer.** Also, dishwashers and washing machines should not be left unattended while turned on. Please operate these machines only while the unit is occupied.
2. The owner of an unoccupied unit may not allow anyone to use the common elements or recreational facilities in their absence. (DOC 10.2) (C)
3. Common hallways, stairways and other common elements shall not be obstructed, littered, defaced, or misused in any manner. Balconies, patios, lanais, walkways, and stairways shall be used only for the purpose intended, and they shall not be used for hanging or drying clothing, for outdoor cooking, for cleaning of rugs or other household items, or for storage of bicycles or other personal property. (DOC 10.9)
4. No gas grills of any kind may be used, except for the vented Jenn Air grills originally installed on lanais. (Fire Code)
5. All occupants under 18 years of age shall be closely supervised at all times by an adult to ensure that they do not become a source of unreasonable annoyance to other residents. (DOC 10.5)
6. Owners and occupants of units should exercise extreme care to minimize noise so as not to disturb others, especially between the hours of 10:00 PM and 8:00 AM. Repairs or improvements to a unit shall only be performed between the hours of 8:00 AM thru 6:00 PM, Monday thru Saturday except in an emergency. (DOC 10.7)

7. All garbage shall be bagged, tied, and deposited into the dumpsters provided for such purposes. Recycle all empty bottles, jars, and containers, made of metal, plastic, and glass. Recycle cartons, paper, and flattened cardboard. **NO BAGGED RECYCLABLES.** Empty recyclables directly into the cart in our trash area. **DO NOT RECYCLE:** plastic bags or film, Styrofoam cups & containers, items containing food waste & liquids, electronics, batteries, and needles. **ALL BOXES MUST BE FLATTENED.** No large appliances, furniture, mattresses, hazardous materials, or construction debris may be dumped or left at the dumpsters.
8. The Association has an irrevocable right of access to the units for the purposes of protecting, maintaining, repairing, and replacing the common elements or portions of the unit to be maintained by the Association, and, as necessary, to prevent damage to one or more units. The Association must be given a key and/or other method of access (i.e., code combination, etc.) to all units. If the Association is not provided a key to the unit, the owner shall pay all costs incurred by the Association in gaining entrance to the unit and shall also be responsible for any damage done to the unit in gaining entrance thereto. (DOC 9.8)

GUESTS USE

1. A "guest," as defined in the Declaration of Condominium, means a person who is not the owner or a tenant of the unit, and is not a member of the owner's or lessee's immediate family, who nevertheless is physically present in, or occupies the unit on a temporary basis, at the invitation of the owner or lessee, without payment of valuable consideration. (DOC 4.10)
2. Occupancy in the Absence of the Renter: Renters must register any family members or guests with the Property Manager in writing prior to their arrival. Upon arrival, guests must sign a statement saying that they are non-paying guests. Violations shall be subject to a fine. **See Appendix E: Family/Guest Registration form.**

PET RULES & RESTRICTIONS (DOC 10.6)

1. No pets of any kind are permitted in leased units, nor may guests bring pets into the condominium.
2. There are specific documentation requirements to have a Service Animal on Pavilion Club property. The Property Manager should be contacted in advance to obtain the details.

VEHICLE AND PARKING AREA RULES (DOC 10.10)

SPEED LIMIT-15 MPH

1. All owners, tenants and guests must register their vehicles with the Office within 48 hours of their arrival and display an ID on the rear bumper or window of the vehicle. An ID sticker will be issued to owners and renters/lessees for each appropriately registered vehicle up to a maximum of two (2). For short-term overnight quests/visitors of a week or less a hanging mirror pass may be issued at the manager's discretion.
2. Parking areas shall be used to park conventional passenger automobiles and vans only. No pick-up trucks. "Conventional passenger automobiles and vans" shall include "mini vans" such as Dodge Caravan, Honda Odyssey, and other vehicles of similar size and configuration, plus passenger vans. Sport Utility Vehicles such as Jeep Cherokee, Nissan Pathfinder, and other vehicles of similar size and configuration shall also be included in this classification.
3. Except for service vehicles temporarily present on business, no pick-up trucks, motorhomes, recreational vehicles, off road vehicles, motorcycles, trailers, campers, boats or boat trailers, jet skis, jet ski trailers, swamp buggies, buses, tractors or semi-trucks shall be parked, stored, or left standing on the Condominium property.
4. No commercial trucks or deliveries after 6:00 P.M. or on Sundays.
5. One numbered, covered parking space has been deeded for the exclusive use of each unit in front of the building. (DOC 8.1(B)). **See Appendix F: Assigned Parking Spaces.**
6. Only one additional, unmarked, uncovered space may be occupied on a permanent basis by any one unit except for temporary, non-overnight parking by day guests. Visitors shall use uncovered parking spaces marked "GUEST." No owner/lessee shall be permitted to register or maintain more than two (2) vehicles on Pavilion Club property.
7. No vehicle repair or maintenance work is permitted on the premises except for emergency repairs, such as changing a flat tire.
8. Washing of vehicles shall not be permitted due to cost and conservation of water.

9. Any vehicle which is improperly licensed or untagged, wrecked, junked, partially dismantled, in an inoperative or abandoned condition, whether attended or not, is not permitted on the property.
10. No motor vehicle shall be parked anywhere on the Condominium property other than the paved areas intended for the use as parking spaces. No vehicle shall be parked in such a manner as to impede or prevent access to any other parking space.
11. Keys for vehicles left by unit owners during extended periods of time must be deposited with the Manager in case of emergencies.
12. Bicycles should be identified by building & unit number and registered with the office. Unidentified bikes may be removed and disposed of at the discretion of the Manager. Bicycles are not to be kept in parking spaces or tied to carports. Use bicycle racks provided and make sure to always secure your bike with a lock.
13. Upon prior written approval from the Association, a unit owner or his/her tenant may use a truck to move personal property to or from the unit for a period not to exceed 48 continuous hours.
14. Upon prior written approval from the Association, a unit owner or his/her tenant may use a "POD" on the premises, not to exceed 24 hours to load and 24 hours to unload.

**IMPROPERLY PARKED OR UNAUTHORIZED VEHICLES MAY BE TOWED AT THE
VEHICLE OWNER'S EXPENSE**

POOL RULES & DECORUM

The use of the Pavilion Club pool shall be consistent with Florida State and Local laws. Pool and pool area users are expected to use common sense and to be mindful of other users. All owners, renters, and guests are expected to become familiar with these rules and to abide by them.

1. Swim at your own risk; no lifeguard is provided. Swimming alone is not recommended.
2. The pool is for exclusive use of owners, renters and their guests.
3. Owners who rent their residence are not entitled to use the recreation facilities while the unit is rented or leased.
4. Pool hours are posted in the pool area.

5. Pool capacity is 27 persons. (State law)
6. Do not swallow pool water - it is recirculated. (State Law)
7. Shower before entering the pool. (State law)
8. No animals in the pool or on the pool deck. (State law)
9. Do not use the pool if you are ill with diarrhea. (State Law)
10. Use suntan lotion only, no oils.
11. Food and beverages are prohibited in the pool and on the pool-wet deck. (State law)
12. Glassware is prohibited in the fenced pool area. (State law)
13. Any person who is incontinent or not potty trained must wear appropriate waterproof clothing when entering or being carried into the pool.
14. For all electronic listening devices, headsets or earphone devices must be used, except for board approved social functions.
15. A beach towel should be used on chairs and lounges to prevent stains from suntan lotions. Tables, chairs, or lounges may not be reserved while users are absent from the pool area.
16. No jumping or diving into the pool.
17. Floating objects such as inner tubes, rafts, balls, and water toys are not permitted in the pool. Safety devices and swimming aids are permitted.
18. No running, throwing balls, Frisbees etc., riding, of bikes, rollerblading, skateboarding or roughhousing is permitted in the pool or pool area.
19. The Clubhouse facility is not to be used for pool picnics unless in accordance with use rules.
20. Appropriate swimwear must always be worn.
21. Vacate the pool and the pool area during electrical storms.
22. Smoking and vaping are prohibited in the fenced in pool area and clubhouse (Includes all tobacco and electronic smoke devices including but not limited to E-cigs.)

CLUBHOUSE RULES

1. The Clubhouse facilities are not to be used for pool picnics or by people in wet bathing suits.
2. The Clubhouse hours are from 8:00 AM to 10:00 PM.
3. Turn off all lights when leaving the Clubhouse.
4. The privilege of using the wireless internet access in the Clubhouse is only available when Association activities are not scheduled.

TEMPORARY ABSENCES

1. **The Main water valve must always be turned off when leaving the condominium unoccupied overnight or longer.** If you need assistance in locating the shut-off valve, please contact the Manager's office.
2. Dishwashers and washing machines should not be left unattended while turned on. Please operate these machines only while the unit is occupied.
3. Please let the Property Manager know if you will be away for more than 48 hours in case of an emergency or if leaving a vehicle in the event it must be moved.

RULES FOR RENTING AND LEASING THE UNIT

In order to foster a stable residential community and prevent a motel-like atmosphere, leasing and licensing of units is restricted in Section 13 of the Declaration of Condominium.

1. Entire units, but not less than entire units, may be leased provided the occupancy is only by the lessee and his or her family and guests. No rooms may be rented, and no transient tenants may be accommodated. No unit may be used on a "time share" basis. Advertising a unit for daily or weekly lease or license on websites such as Airbnb.com, Craigslist.com, Flip-Key, Tripping.com, House Trip, Luxury Retreats, HomeAway, VRBO.com or other similar sites, regardless of whether the arrangements are classified or described as something other than a lease, is prohibited.
2. No unit may be leased more often than five (5) times per calendar year, with a minimum lease term being not less than thirty (30) days. No lease may be for a period of more than one (1) year; however, the Board may approve the same lease from year to year. No subleasing or assignment of lease rights by the lessee is allowed. All lessees shall register with the Association within 48 hours of their arrival. (DOC 13.2)
3. Only one family shall occupy each unit at a time, as a residence and for no other purpose. No unit shall be permanently occupied by more than 2 persons per bedroom as permitted by County code. No business or commercial activity shall be conducted in or from any unit. No pets of any kind are permitted in leased units, nor may guests bring pets into the condominium. (DOC 10.1)
4. All leases of units must be in writing. A unit owner may only lease the entire unit, and then only after receiving the approval of the Association. (DOC 13.1)

5. An Owner intending to lease his/her unit shall forward to the Association a fully executed copy of the proposed lease, an application form completed by the proposed tenant and preset application fee (not to exceed the maximum amount allowed by law) ten (10) days prior to the first day of occupancy. The application process applies to all tenants, even those who may be "repeat" tenants and have leased previously. After receiving all the required information, the Board shall have ten (10) days in which to review the proposed lease. (DOC 13.1) (A) (B) & (DOC 13.7). **See Appendix D: Rental Application Form.**
6. If proper notice is not given, the Board at its election may approve or disapprove the lease. Any lease entered into without approval may, at the option of the Board, be treated as a nullity. (DOC 13.1) (C) (D)
7. Grounds for disapproval by the Board include, but are not limited to the following: the unit owner is delinquent in the payment of assessments at the time the application is considered; there is a history of the owner leasing his unit without obtaining approval or leasing to troublesome tenants; the owner's real estate company or agent has a history of screening tenants inadequately, recommending undesirable tenants, or entering into leases without prior Association approval. (DOC 13.1) (C)
8. It is the owner's responsibility to see that their tenants have keys and/or access codes to the residence and mailbox available to them, a Guest Pass (unique entry code) for the front entry gate, and codes for the pedestrian and pool gates. Rental agents are required to provide a complete set of keys and access codes for their tenants.
9. Ultimate responsibility for renter and guest compliance with these rules and regulations and for any type of damage caused by his or her tenants or guests rests with the unit owner. This owner responsibility cannot be passed off to the rental agent, manager or other representative.
10. All the provisions of the condominium documents and the rules and regulations of the Association shall be applicable and enforceable against any person occupying a unit as a lessee or guest to the same extent as against the owner. A covenant on the part of each occupant to abide by the rules, designating the Association as the owner's agent with the authority to terminate any lease agreement and evict the tenants in the event of breach of such covenant, shall be deemed to be included in every lease agreement, whether specifically expressed in such agreement or not. (DOC 13.6)
11. Each renter/lessee should be provided with a copy of the Renters' Rule Book prior to execution of the lease. Each renter/lessee shall sign a document indicating that they have read, understood and agree to abide by all Pavilion Club Rules and Regulations. **See Appendix D: Rental Application Form.**

12. Failure to register renters in accordance with Association rules and regulations and/or to abide by rental/lease rules, regulations and protocols may result in the loss of rental privileges for up to one (1) year.

FRONT ENTRY GATES

- ✓ Prior to the start of a rental, the unit owner should provide the Renter with a Guest Pass (unique entry code) that is valid for the duration of the rental using the **myQ Community Smartphone app**. The code should be issued to expire at the end of the rental period and will be cancelled.
- ✓ Upon arrival and throughout the stay, the Renter will use the Middle Lane and enter the code into the Terminal to open the gates. If the Renter does not have a Guest Pass (unique entry code) prior to arrival, the Renter will use the Middle Lane Terminal Directory to contact the owner upon their arrival so the owner can open the gate.
- ✓ Renters are obligated to register their car with the Association within 48 hours of their arrival. If needed, the Association may issue a Guest Pass (unique entry code) at that time to the Renter for the duration of their stay.
- ✓ The Renter may give their unique entry code to their guests during their residency.
- ✓ Vehicles with an RFID tag enter through the right lane. After the Association receives a properly completed Rental Application, signed lease agreement, and fee payment, Renters may obtain an RFID tag for their vehicle from the Association office. The vehicle owner's name & vehicle license plate number will be recorded. The tag will be activated for the duration of the rental and then cancelled. If the Renter returns the following year, the RFID tag may be reactivated for the duration of the new season.
- ✓ Seasonal & Monthly Renters will not be listed in the directory.

Appendix D. Rental Application Form



Dear Applicant,

Thank you for applying to the Pavilion Club! Prior to the start of a lease or sale of any unit, a completed application, signed contract/agreement, application fee, and background check is required.

All required documents must be received at least 10 days prior to the start of the lease or transfer of ownership to allow time for completion of the background check prior to the start of the lease or sale.

You must complete the following steps:

1. Complete the application form on paper or on-line.
2. Obtain a copy of the signed lease agreement or sales contract.
3. Scan the completed application and lease or sales contract, and email them to

pcnapplications@comcast.net

4. All applications require a \$150 non-refundable application fee per applicant. Spouses or a parent or parents and any dependent child are considered one applicant. Please send a check payable to Pavilion Club Condo Association for \$150.00 to Pavilion Club Condo Association, 806 Gulf Pavilion Drive, Naples FL 34108. Please put the unit number in the memo section of the check. If the check doesn't have the applicant's name on it, please provide that information in the memo section also.
5. When the Association receives the application, a copy of the fully executed rental or sales contract, and the application fee, a confidential-secure link will be sent via email to each applicant to begin the background check process. Please click on the link in the email you receive to provide the necessary information. The process is secure and confidential. Personal information such as SSN or date of birth is not shared with Pavilion Club.

Once the required information has been received, the Association has ten (10) days in which to approve or disapprove the proposed lease or purchase. You will be notified via email when the process has been completed.

If you do not complete this process at least 10 days prior to the proposed lease or sale it may result in a delay in the processing of the application and possible grounds for disapproval by the Association.

If you have questions about this process or about submitting the check, please call Kathy Walker at 203-885-9382.

PAVILION CLUB

RENTAL APPLICATION

806 Gulf Pavilion Dr., Naples, FL 34108 (239) 566-8010

Email: PCNApplications@comcast.net

A complete copy of the signed rental agreement/lease must accompany this form.

I hereby apply for approval to lease/rent unit _____ in building _____ at the Pavilion Club Condominiums, for the period beginning _____ and ending _____.

I represent that the following information is factual and correct, and agree that any falsification, misrepresentation or incomplete information in this application will justify its disapproval. I consent to your further inquiry concerning this application, particularly to the references given below and a criminal and financial investigation into my background.

PLEASE TYPE OR PRINT LEGIBLY THE FOLLOWING INFORMATION:

1. **Name Applicant #1:** _____
Driver's License State and # _____ Prior Pav. Club Rental Date: _____
☐ I am an active service member as defined in Section 250.01 Florida Statutes.
Name Applicant #2 (if any): _____
Driver's License State and # _____
2. Current Home Address: _____
Telephone: _____ Email: _____
3. The unit is restricted to use as single-family residences only. Please state the name and relationship of all other persons other than the applicant who will be occupying the unit on a regular basis:

4. Name of current or most recent landlord: _____
Address: _____
City/State _____ Zip _____ Phone _____
5. Two personal references (local if possible)
Name: _____
Address: _____
City/State _____ Zip _____ Phone _____
Name: _____
Address: _____
City/State _____ Zip _____ Phone _____
6. Person to be notified in case of emergency (Name): _____
Phone: () _____ Address: _____

City/State: _____ Zip: _____

7. Motor vehicle to be kept at condominium:

Year/Make/Model: _____ Plate _____ State: _____

COMPLIANCE AGREEMENT

By signing this Compliance Agreement and taking occupancy in the above-described unit in Pavilion Club Condominium Association, Inc., I HEREBY ACKNOWLEDGE AND AGREE that I have received a complete copy of the Renters' Rules Book for the Pavilion Club Condominium Association, that I have reviewed the Rules in their entirety, that I understand the restrictions and obligations contained in the Rules and that I agree to abide by the Rules for as long as I reside in the unit. I have been told how and agree to shut off the main water control valve when vacating the unit overnight or longer.

I further ACKNOWLEDGE AND AGREE that the Pavilion Club Condominium Association, Inc. has the right to impose fines and/or suspensions or seek eviction or injunctive relief under legal proceedings if I continue to violate the Rules after receipt of a written warning from the Association. I understand and agree that the Association's Board of Directors, in its sole discretion, has the right to determine if a violation has occurred.

I, the lessee (tenant), also understand and agree that if the lease to the unit is approved and any special assessment or installment of a regular assessment for a unit remains unpaid for at least thirty (30) days after the due date and a Claim of Lien has been recorded against the unit, then upon written notice mailed to both the owner and the lessee of such delinquency, both the owner and I (tenant), agree that all future lease payments due under the lease shall be paid by the lessee (tenant) directly to the Association until such time as the Association notifies both the owner and lessee (tenant) that all sums due the Association have been paid in full. Such lease payments shall be funds of the Association to be utilized for any Association purpose at the discretion of the Board and shall only be remitted to the owner if full payment of all amounts due the Association have been paid by the owner and a Satisfaction of Claim of Lien has been recorded.

The Association charges a preset non-refundable fee of \$150 for the purpose of defraying costs of checking references, background investigation, directory updating, and other expenses related to the processing of this application. A separate application and fee is required for any unrelated applicants over the age of 18 who intend to occupy the unit on a regular basis. A fully executed copy of the proposed lease must accompany this application.

Applicant #1 Signature

Applicant # 2 Signature

When complete, sign and send this application and the proposed lease by email to:
PCNapplications@comcast.net

As the rental agent for the unit owner, the undersigned agrees to be responsible for immediate correction or prevention of any violations by the tenants of the restrictive covenants or rules applicable to the Pavilion Club Condominium Association, including termination of the lease and removal of the tenant.
This application must be signed by the applicant(s) and by the realtor or other person acting as rental agent.

E-Mail Address of Rental Agent

Signature of Rental Agent

Rental Agent Name: _____

***** FOR ASSOCIATION USE *****

APPROVED___ DISAPPROVED___ BY: _____ Date: _____
Association Officer, Director or Agent

Pavilion Club Guidelines
(Please retain this page - do not return with application pages 1 – 2)

The information contained herein is not intended to be a substitute for the Condominium document restrictions or the rules booklet but as a guideline for owners, guests and lessees to refer to for general information regarding basic rules and policies of the Pavilion Club. The items listed are only summary in nature. Rules booklets are available at www.pavilionclubnaples.com and in the office.

OFFICE: The Manager is on site, during business hours, Monday-Friday. The office number is 239-566-8010.

REGISTRATION: All owners and occupants must report to the office within 48 hours of their arrival to register their vehicles. For emergency and security purposes. Please notify the office of your arrival and departure dates.

RENTALS and GUESTS: Unit owners must notify the Association, in writing, of any person occupying their unit in their absence. An owner wishing to lease or rent his unit must forward to the Association an application form, fully executed copy of the lease and a processing fee at least ten (10) days prior to the first day of the proposed tenant's occupancy. No unit may be leased more often than five (5) times in any calendar year with the minimum lease term of no less than thirty (30) days. No sub-letting or assignment of lease is permitted. The total number of occupants is limited to two (2) persons per bedroom.

MINORS: Occupants under the age of 18 shall be closely supervised at all times by an adult to ensure that they do not become a source of unreasonable annoyance to other residents.

GATE ENTRY: Prior to the start of the rental, the unit owner should provide the Renter with a Guest Pass (unique entry code) that is valid for the duration of the rental. Upon arrival and throughout the stay, the Renter will use the Middle Lane and enter the code into the Terminal to open the gates. If the Renter does not have a Guest Pass (unique entry code) prior to arrival, the Renter will use the Middle Lane Terminal Directory to contact the owner upon their arrival so the owner can open the gate.

VEHICLES: All vehicles must be registered with the office and display a Pavilion Club decal. Pickup trucks, motorcycles, commercial work vehicles, motor homes, travel trailers, all watercraft, etc. are prohibited from being parked on the premises. Each unit has one (1) assigned, numbered space under a carport. Guests must use uncovered spaces marked "GUESTS." Unauthorized vehicles will be towed at the owner's expense. Car washing and repairs, other than changing a flat tire, are prohibited.

COMMON AREAS: Common stairways and walkways and other common elements shall not be obstructed, littered, defaced or misused in any manner. Balconies, patios, porches, walkways and stairways shall be used only for the purposes intended, and they shall not be used for hanging or drying clothing, for outdoor cooking, for cleaning of rugs or other household items, or for storage of bicycles or other personal property. Bicycles must be either stored inside or secured in the bicycle racks provided.

LAKE: No fishing or swimming in the lake is permitted.

PETS: Lessees and guests are not allowed to bring pets into the condominium.

SIGNS: No person may post or display "For Sale," "For Rent," "Open House," or other signs or banners anywhere within the condominium or on the condominium property, including posting in windows of buildings or vehicles.

NOISE: Exercise care to minimize noises and not disturb others, especially between the hours of 10 P.M. and 8 A.M.

POOL: Please review the rules that are posted in the pool area. No lifeguard is provided. Swim at your own risk and never swim alone. For your safety, no running in the pool area and no jumping or diving into the pool. No food or drink is permitted within 4 feet of the pool. No glassware in the pool area. Pets are not permitted in the pool area. No rafts, coolers, bicycles, skates or skateboards. Any person who is incontinent or not potty trained must wear appropriate waterproof clothing when entering or being carried into the pool. Appropriate swimwear only.

TRASH: All garbage shall be bagged, tied and deposited into the dumpsters provided for such purposes. Recycle all empty bottles, jars, and containers, made of metal, plastic, and glass. Recycle cartons, paper, and flattened cardboard.

NO BAGGED RECYCLABLES. Empty recyclables directly into the cart in our trash area. DO NOT RECYCLE plastic bags or film, Styrofoam cups & containers, items containing food waste & liquids, electronics, batteries, and needles. All boxes must be flattened. No large appliances, furniture, mattresses, hazardous materials or construction debris may be dumped or left at the dumpsters.

GRILLS: Portable gas grills may not be used, kept or stored on porches, sidewalks or balconies per the Fire Marshal.

LEAVING? The main water valve to the unit must be shut off when vacating the unit. If you plan to leave the unit overnight, the main water should be shut off. If you need assistance in locating the valve, please call the office at 239-566-8010. You may be held liable for any damage to property due to negligence. After closing the main water valve, the circuit breaker to the hot water heater and the arm in the icemaker should be placed in the "off" position.

Appendix E. Family Member or Guest Registration Form

Pavilion Club Condominium Association, Inc.
FAMILY MEMBER OR GUEST REGISTRATION FORM

Section 10.2 (A)&(B) of the Association's Declaration of Condominium requires the unit owner to notify the Association, in writing, prior to the arrival of any immediate family members or guests who intend to use the unit in the unit owners absence. In order to fulfill this requirement, this form should be completed and either mailed or faxed to the Pavilion Club office. If there is any payment of valuable consideration for use of the unit a rental application form, copy of the lease and application fee must be submitted for approval by the Association. **This is not a rental application form.**

PLEASE TYPE OR PRINT LEGIBLY THE FOLLOWING INFORMATION

Bldg./Unit _____ Guest's relation to the Unit Owner _____

Guest's Name _____ Spouse's Name _____

Guest's Permanent Address _____

City _____ State _____ Zip _____ Home Telephone () _____

My Guest will occupy my unit from _____ to _____

The names and relationship of all other persons who will be occupying the unit during the visit.

Person to notify in case of emergency: _____

Day Phone () _____ Night Phone () _____

Year/Make of Car to be kept on the property _____

License Tag No. _____ State of Registration _____

NO PICK-UP TRUCKS, BOATS, MOTORCYCLES, MOTORHOMES, ETC. ARE PERMITTED.

All vehicles must be registered at the office and must display an Association parking ID.

All guests must register at the Manager's office within forty-eight (48) hours of their arrival.

No pets of any kind are permitted in leased units nor may guests bring pets into the condominium.

It is the unit owner's responsibility to ensure that their guests adhere to the Association's applicable rules and regulations.

As provided in Declaration of Condominium, I hereby certify the aforementioned guests being permitted to use my unit in my absence are doing so without payment of valuable consideration.

Unit Owners Signature

Guests Signature
(To be signed at the time of check-in/registration)

NOTE: The unit owner may fax or mail this form with his signature to Pavilion Club, 806 Gulf Pavilion Dr., Naples, 34108. Phone/Fax number is (239) 566-8010.

Appendix F. Assigned Parking Spaces

Appendix F.
DEEDED PARKING SPACES

BLDG	UNIT	SPACE#
810	201	58
	101	57
	202	56
	102	55
	103	54
	203	53
	104	52
	204	51

BLDG	UNIT	SPACE#
815	201	20
	101	21
	202	22
	102	23
	203	24
	103	25
	104	26
	204	27
	105	28
	205	29
	106	30
	206	31

BLDG	UNIT	SPACE#
816	201	73
	101	72
	202	71
	102	70
	103	65
	203	64
	104	63
	204	62

BLDG	UNIT	SPACE#
821	201	35
	101	36
	202	37
	102	38
	203	39
	103	40
	104	45
	204	46
	105	47
	205	48
	106	49
	206	50

845	201	166
	101	165
	202	164
	102	163
	203	162
	103	161
	104	159
	204	160
	105	155
	205	154
	106	153
	206	152

834	201	120
	101	119
	202	118
	102	117
	103	113
	203	112
	104	111
	204	110

828	201	105
	101	104
	202	103
	102	102
	203	101
	103	100
	104	97
	204	96
	105	95
	205	94
	106	93
	206	92

822	201	84
	101	83
	202	82
	102	81
	103	77
	203	76
	104	75
	204	74

840	201	140
	101	139
	202	138
	102	137
	103	135
	203	134
	104	133
	204	132

851	201	177
	101	176
	202	175
	102	174
	103	170
	203	169
	104	168
	204	167

864	201	199
	101	200
	202	201
	102	202
	103	205
	203	206
	104	207
	204	208

870	201	190
	101	191
	202	192
	102	193
	103	194
	203	195
	104	196
	204	197

876	201	291
	101	292
	202	293
	102	294
	203	295
	103	296
	104	301
	204	302
	105	303
	205	304
	106	305
	206	306

881	201	265
	101	266
	202	267
	102	268
	103	273
	203	274
	104	275
	204	276

887	201	255
	101	256
	202	257
	102	258
	103	259
	203	260
	104	261
	204	262

893	201	240
	101	241
	202	242
	102	243
	103	248
	203	249
	104	250
	204	251

898	201	219
	101	220
	202	221
	102	222
	103	225
	203	226
	104	227
	204	228