

PAVILION CLUB

Dear Applicant,

Thank you for applying to Pavilion Club! Prior to the start of the lease or sale of the unit, you must complete the following steps. **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.**

Please follow these steps:

1. Print and complete the application form. Scan all completed documents to pcnapplications@comcast.net
2. 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 806 Gulf Pavilion Drive, Naples FL 34108 – Attn: Mike Vickers. Please put the unit number in the memo section of the check. If the check doesn't have the applicants name on it, please provide that information in the memo section also.
3. When the Association receives the application fee, and the application along with a copy of the fully executed proposed rental or sales contract, a confidential-secure link will be sent via email to each applicant to begin the background check process. Personal information such as SSN or date of birth is not shared with Pavilion Club. The process is secure and confidential. Please click the link to provide the necessary information.

Once the results of the background check are returned to Pavilion Club, we will notify you when the process has been completed.

4. *All the required documents must be submitted at least 10 days prior to the start of the lease or transfer of ownership. Once all the requested information is provided, the Association has ten (10) days in which to approve or disapprove the proposed lease/purchase.

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

PAVILION CLUB

Appendix D.

RENTAL APPLICATION

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

Email: PCNapplications@comcast.net

I hereby apply for approval to lease/rent unit _____, in building _____, at the Pavilion Club Condominiums, for the period beginning _____, 20____, and ending _____, 20____.

A fully executed copy of the proposed rental agreement must accompany this form.

In order to facilitate consideration of this application, 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# _____

I am an active service member as defined in Section 250.01 Florida Statutes.

Name Applicant #2 (if any): _____

Driver's License# _____

2. Current Home Address: _____

Telephone: Home: () _____ Cellphone: () _____

*Email: _____

3. The documents of the Pavilion Club Condominium Association restrict units 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 the Condominium (Restrictions apply- No Pickup trucks, motorcycles, etc):

Year/Make/Model: _____ License #: _____ 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 unit's main water when vacating the unit overnight or longer. **I also understand that NO PETS are permitted.**

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 per applicant for the purpose of defraying costs of checking references, background investigation, directory updating, and other expenses related to the processing of this application. Spouses or a parent or parents and any dependent child are considered one applicant.

Upon completion of this application, please email it, along with a fully executed copy of the proposed rental agreement, to: PCNapplications@comcast.net

Applicant #1 Signature

Applicant#2 Signature

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

*****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. Items listed are only summary in nature. Rules booklets are available in the office.

MANAGER: Mike Vickers is on site Tuesday-Friday from 8:00 am to 6:00 pm. 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. 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 SYSTEM: By pressing the “#” key at the front entry gate keypad, resident's names are alphabetically listed with a corresponding 3-digit number alongside the name. Upon entering the 3-digit number on the keypad, the system dials that resident's unit. Upon receiving the call from the gate, the person in the unit picks up the telephone receiver, identifies who the caller is at the gate, then presses number “9” on his telephone to open the gate. Merely hang up to deny entry.

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. Absentee owners wishing to keep their vehicle on the property during the time their unit is rented for short terms must park their vehicle in such areas as designated by the manager.

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 to 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 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 water proof 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. **DO NOT** include: plastic bags or film, Styrofoam cups & containers, items containing food waste & liquids, electronics, batteries, and needles. Empty recyclables directly into the cart in our trash area. **NO BAGGED RECYCLABLES.** 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 must 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 damages to property due to negligence. After closing the main water valve, the circuit breaker to the hot water heater, as well as the arm to the icemaker, should be placed in the “off” position.

Complete Rules Booklets are available at: www.pavilionclubnaples.com