

## CENTURY VILLAGE ID CARDS

It is important for all residents to recognize that their Century Village ID card identifies them as authorized users of the clubhouses and facilities. Without the ID card on their person, the staff has no way of knowing if they are entitled to go into the theater for shows or participate in any of the programs/sports offered at the recreational facilities.

Please remember to have your Century Village ID card with you any time you plan to go to the pool/sports areas or the clubhouse. Only the person pictured on the card is permitted to use the card. If a resident permits someone else to use their card, the resident will be subject to a thirty-day (30) loss of clubhouse privileges. Unauthorized duplicates of Century Village ID cards are not accepted for entry into the clubhouse or use of any recreational facilities.

Residents must accompany their guest(s) to the ID Office to secure Guest ID cards. Guest(s) are not permitted to use residents' cards for entering the Village. Guests must have a form of personal ID on them at all times. Failure to have said ID will result in non-admittance to facility.

If your visitors do not wish to use the clubhouse or recreational facilities, please purchase a Gate Pass for them if they will be going in and out of the Village without being accompanied by a resident, otherwise you will be required to call them in each time they enter the Village.

**CENTURY VILLAGE CLUBHOUSE**  
**200 Century Boulevard**  
**West Palm Beach, Florida 33417-2247**  
**(561) 640-3111**

The undersigned acknowledges and understands that:

- Century Village issued an I.D. card for his/her exclusive use only, and it is not transferable.
- This I.D. card is for the purpose of identifying him/her as an authorized user of the recreation facilities.
- If this I.D. card is found in the possession of anyone other than the one to whom it has been issued, the card will be confiscated and management will take the action available to them under the provisions of the Long-Term Lease and suspend all privileges to use the recreation facilities for a minimum of 30 days, during which time the I.D. card will remain in management's possession.
- Photocopying of your Century Village I.D. is strictly prohibited and, if used to gain admittance, management will take the action available to them under the provisions of the Long-Term Lease and suspend all privileges to use the recreation facilities for a minimum of 30 days.

Resident name: \_\_\_\_\_

Resident address: \_\_\_\_\_

Resident signature: \_\_\_\_\_

Witness by: \_\_\_\_\_ Date: \_\_\_\_\_



### RENTAL I.D.'S:

The rental apartment must be current in the required monthly payment to the Lessor, and the lease or rental agreement must be presented to the I.D. Department.

Building approval required on new leases and on renewal lease.

All resident I.D.'s issued on the applicable unit must be in the possession of the I.D. Department prior to issuance of the rental I.D.'s.

Should rental I.D. card holders prematurely quit the premises, rental I.D. cards must be turned in to the I.D. Department. Failure to comply will result in non-issuance of additional I.D. cards.

There will be a \$2.00 charge for rental I.D. In the event a replacement is required, there is an additional \$25.00 charge.

### GUEST I.D.'S:

Guests are required to show proof of home address. Passes are issued for the length of stay, not to exceed two (2) weeks "twice", depending upon place of residence. Passes may be renewed.

Guest passes can be issued to anyone living outside of the community. There is one-(1)-week minimum and two-(2)-week maximum "twice" for the guest passes at a charge of \$5.00 per week.

Exception to the above can only be made in the event a guest is required to care for a resident for medical purposes if such requirement is verified in writing from a licensed practitioner.

Guest must be accompanied by a resident in order to secure an I.D. card. If a resident is unable to accompany guest, a note of introduction is required, along with Association approval.

Guests under the age of 16 will not be issued I.D. cards and are not permitted to use the Clubhouse facilities. They may use designated facilities.

Guests ages 16 thru 21 are required to show proof of age. Acceptable proof includes: Driver's license, draft card, birth certificate or school I.D. that has birth date thereon. Previous I.D.'s and library cards are not acceptable.

Residents with guests wishing to tour the Clubhouse or the Hastings Fitness Center during normal business hours may do so by the resident leaving

**THESE RULES SUPERSEDE ALL PREVIOUS RULES  
CONCERNING I.D.'S EFFECTIVE APRIL 2, 1997**

The following rules and regulations have been established by the Lessor in connection with the Long-Term Lease of the recreation facilities at Century Village. Specific regulations will be posted at each recreation facility that is a part of Century Village at West Palm Beach, Florida.

**I.D. CARDS ARE NON-TRANSFERABLE AND FOR THE  
EXCLUSIVE USE OF THE INDIVIDUAL NAMED ON THE CARD**

**RESIDENT I.D.'S:**

Resident I.D.'s are to be issued only to permanent residents (domiciles) at the discretion of the Lessor, regardless of ownership.

If the permanent resident is a party other than the owner, owner will be issued a guest I.D. when visiting.

Should owner demand resident I.D. card, then said card shall be issued only upon resident relinquishing his/her resident I.D.

No more than two (2) resident I.D.'s will be issued on a one-(1)-bedroom unit.

If more than two (2) grantees are reflected on a deed, only those in residence will be issued permanent I.D.'s.

No additional I.D.'s will be issued when a deed has been amended with the intent to assign I.D. privileges to someone not rightfully entitled.

All resident I.D.'s are to be turned in to the I.D. Department upon sale of the applicable unit, or upon the demise of an I.D. card holder. Failure to comply with the above shall result in non-issuance of additional I.D. cards.

There will be a \$25.00 replacement charge for lost I.D. cards. However, in the event an I.D. card has been stolen, upon presentation of a police report, the charge will be \$5.00.



their I.D. with Staff Office. When the Staff Office is closed, the resident must leave their I.D. with the front desk security at the facility being visited. Anyone under the age of 18 is not allowed in the Hastings Fitness Center.

Guests who misuse the facilities will be denied admittance for the remainder of the visit.

Residents of Century Village shall be held responsible for the behavior of their guests.

Guest passes will be issued from 9:00 a.m. to 12:00 noon and from 1:00 p.m. to 4:30 p.m. Monday through Friday at the I.D. Office. There will be a charge of \$5.00 per week. Guests arriving on a weekend or evening may receive a temporary pass at the Staff Office at a charge of \$5.00. The temporary pass is to be converted to a Guest I.D. at the I.D. Office on the next business day, and the \$5.00 charge will be applied toward the cost of the I.D. when it is issued. In order to accomplish this, identification will be required and resident does not need to accompany guest to the id office.

#### MEDICAL COMPANION PASS:

In order to receive a medical companion pass, we must have:

- A Physician's letter (which we will keep on file).
- Some form of personal identification from the companion.
- The companion come in accompanied by the resident.

Companion passes are limited to a three-(3)-month maximum for a total cost of \$6.00 (\$2.00 per month).

All persons using the Village facilities will be required to identify themselves by showing their I.D. cards and will immediately remove themselves from the facilities upon request when they do not have their I.D. cards in their possession. Any I.D. card or pass found in the possession of anyone other than the rightful bearer will be confiscated.

These rules and regulations are subject to change without notice, and any change is at the sole discretion of the Lessor and initialed by any executive officer or a designated representative. Any requests for special consideration must be made in writing and submitted to Lessor or designated representative. Further, we reserve the right to take five (5) working days before rendering a decision. (This means any request made may not result in an immediate decision.) The decision rendered will be irrevocable, meaning not subject to further review or discussion.

# ID CHECK LIST

**\*COA - CERTIFICATE OF APPROVAL WITH 2 BOARD MEMBER  
SIGNATURES AND ASSOCIATION SEAL**

**ID TYPE:**

**MUST PRESENT:**

|  |  |
|--|--|
| <b>RESIDENT</b>  | <ol style="list-style-type: none"> <li>1. DEED – (NEW OWNER ONLY)</li> <li>2. COA</li> <li>3. PHOTO ID</li> </ol>                                    |
| <b>NON-RESIDENT OWNER</b>  | <ol style="list-style-type: none"> <li>1. UNIT UNOCCUPIED</li> <li>2. PHOTO ID</li> </ol>  |
| <b>TENANT (RENTER)</b>   | <ol style="list-style-type: none"> <li>1. LEASE</li> <li>2. COA</li> <li>3. PHOTO ID</li> <li>4. <del>DEPOSIT PAYMENT</del> <i>REMOVE</i></li> </ol> |
| <b>OCCUPANT</b>  | <ol style="list-style-type: none"> <li>1. COA</li> <li>2. PHOTO ID</li> <li>3. NAME NOT ON DEED</li> </ol>   |
| <b>GUEST</b><br><b>TEMPORARY</b><br><b>LOCAL GUEST</b><br><b>MINOR (UNDER 21 YEARS OF AGE)</b> | <ol style="list-style-type: none"> <li>1. COA – NOT REQUIRED</li> <li>2. RESIDENT MUST BE PRESENT</li> <li>3. PHOTO ID</li> </ol>                    |
| <b>CARE GIVER</b>  | <ol style="list-style-type: none"> <li>1. DR.'S NOTE ON LETTERHEAD</li> <li>2. RESIDENT MUST BE PRESENT</li> <li>3. PHOTO ID</li> </ol>              |
| <b>AUTO DECAL (NO RENTAL CARS)</b>   | <ol style="list-style-type: none"> <li>1. CAR</li> <li>2. CAR REGISTRATION</li> <li>3. DRIVERS LICENSE</li> <li>4. CV ID CARD</li> </ol>             |