



MARCO INN VILLAS WELCOME GUIDE

A Guide for Owners, Renters and Guests

Updated and adopted by MIV's Board of Directors, January 2024

WELCOME TO MARCO INN VILLAS (MIV)

This document summarizes most (but not all) of the Rules and Regulations which have been established by the MIV Association and the Board of Directors.

Thank you for your help in keeping MIV a little piece of paradise.

The MARCO INN VILLAS Property is Managed By:

RESORT MANAGEMENT

815 Bald Eagle Drive – Suite #201

Marco Island, Florida 34145 (239)642-5466

Resort Management is available 24 hours a day, seven days a week for emergency response. They are also available daily from 9 AM to 4 PM for non-emergency situations.

QUIET HOURS 10:00 PM TO 7:00 AM
PLEASE BE CONSIDERATE OF YOUR NEIGHBORS



WELCOME TO CONDOMINIUM LIVING!

Community living is a different model than what many of us are familiar with. It requires an understanding that puts the interests of the community, at large, above individual interests. While the social component and reduced labor on home maintenance is attractive, some rules may feel somewhat restrictive. Things that might be second nature in a single-family home (for example, planting shrubs of your choice or playing loud music) are not appropriate in a condominium community. Please know that each rule at MIV has been very carefully considered and adopted in order to assure that the value of your investment is protected. The goal is always to keep MIV safe, peaceful, fun, homey, well-kept and visually appealing. Thank you for your help in keeping it that way!

VISITORS, including RENTERS, RELATIVES & GUESTS: Welcome to MARCO INN VILLAS! Please take the time to read this guide carefully. The contents are the basis of how we conduct ourselves at MIV in order to assure the safety and comfort of all our residents and visitors while also assuring the stability of the property.

TRASH: Trash dumpsters are located behind "B" Building and the East side of "C" Building. Large items such as furniture, remodeling materials and appliance disposal are the responsibility of the unit owner and should not be placed in or near the dumpster. All trash should be bagged in plastic bags before being deposited in the dumpsters.

RECYCLING: We have provided bins specifically for recycling, located within the trash enclosures near buildings A and B. Please place newspapers, magazines, cardboard, glass, plastic, metal cans and other recyclables in those bins. More detail about recycling protocol is at <http://www.wm.com/recycling-services/home.jsp>. **All cardboard boxes must be flattened** to fit inside the bins, to prevent jamming. All other garbage/trash must be placed in plastic trash bags. **All items MUST fit INSIDE the dumpster or recycle bins.** If items do not fit into those containers, they must be taken to the local recycling center, 900 Chalmer Drive; alternately, they will pick them up ...call 239-252-5133. Thank you for your help in keeping these areas as neat and clean as possible!

PARKING: All owners and renters must register their vehicle immediately upon arrival at <https://mivillas.com>. As specified in the governing documents, each unit has one parking space assigned. Occupants must hang the owner's Placard from the review mirror or place it on the dashboard. Vehicles without a Placard may be towed. Only one vehicle per parking space. All vehicles are to be pulled in fully to each parking curb so they do not stick out past parking space lines. Guest spaces are available on a first come/first-served basis. They are distributed in the parking areas behind each building. Due to limited parking, Parking spaces are not to be used for Scooters or bikes. Short term Placards for visitors should be placed on the vehicle dashboard or rearview mirror. No oil changes or vehicle repairs are permitted on MIV grounds. The costs of removing stains from oil or fluids that leak from vehicles onto the parking areas are that of the unit Owner. Motor homes, RV's, campers, plus ANY vehicle with more than two axles, may



NOT be parked on the premises. Commercial vehicles cannot be parked overnight in the parking areas. Boat trailers are permitted for a period of 48 hours while arriving with a boat or departing with a boat.

LANAIS: Lanais are a wonderful way to enjoy the outdoors. For visual appeal, however, we require the following: Please do not hang laundry on the lanais. If you wish to store items other than traditional patio furniture, such as gym equipment, your storm shutters or full Lanai blinds must be in a down position on all sides. For safety, no cooking is permitted on the lanais. Exterior hanging or strip lighting is prohibited. Please keep in mind: **sound travels**; all conversations and activities on your lanai WILL be overheard by your neighbors.

SWIMMING POOLS: MIV has one pool for the enjoyment of the Owners, renters and guests in residence. Please read and respect the pool rules posted at each location. For your safety, **glass containers are strictly prohibited** within fence-enclosed pool areas. Food is not permitted within the pool enclosure. Please use the tables in the grill area for food consumption. Please use towels to cover lounge chairs. Children under 12 must always be supervised by an adult. Per county ordinance, the pools must close at dusk. **NO DIVING IS ALLOWED. We have no lifeguards – swim at your own risk.**

COMMON AREAS (including fence-enclosed pool areas, dock sitting areas):

1. Quiet Hours: 10 PM to 7AM. Pools close at dusk.
2. Sound travels at MIV, and activities in common areas are easily over-heard. Please be mindful and keep noise at a respectful level.
3. When leaving seating areas, please clean off the tables/chairs, lower and secure tabletop umbrellas, and return furniture to its original spot.
4. No pets are permitted in the pool area, including leashed pets.
5. All visitors must be accompanied by an Owner, with the exception of pre-approved renters, relatives or guests.
6. To ensure fair and equal availability and proper use of our shared spaces, all events held in the common areas require reservations. This process allows us to manage scheduling equitably for all owners while ensuring a responsible point of contact person is identified for cleanup and adherence to the guidelines and hours. Reservations help us verify the planned events and their usage align with the association's guidelines. By doing so, we maintain the quality, safety, and enjoyment of these spaces for all residents. Reservation Requests can be done at MIVillas.com.

GRILL GUIDELINES:

1. After use, please clean the grill with a wire brush or similar and turn off the gas. When the grill is cooled, please replace the grill covers and leave the area in neat and clean condition.



2. To preserve the grilling area and minimize cleaning expenses, please ensure grills and tables are cleaned after use. Cover grills when done
3. No open-face fish grilling is permitted. Use trays or foil to prevent grease from fish dripping onto the burners and in the underneath storage areas and patio pavers. Together, we can maintain this shared space for everyone to enjoy. Please clean up any grease drips or stains.
4. If LP gas refill is needed, please contact Resort Management (239-642-5466) to have a new refill delivered.
5. Unattended children must not play near the grills.

BICYCLES, and like items: Bicycles must be tagged with the Owner's name and unit number and must be parked in the designated storage racks. Any untagged item that appears to be abandoned will be subject to removal. For safety, please do not leave them on walkways. For the same reason, the use of scooters, skateboards, rollerblading/skating and any motorized toys are not permitted on the premises.

RENTALS: As specified in the governing documents, the minimum rental period at MIV is not less than 30 continuous days. An application for rentals must be submitted to the Management Company with the Lease at least 20 days prior and require approval by the Board of Directors. A background check will be conducted on commercial and annual applications. An owner intending to rent their unit shall give the Board of Directors or its designee written notice at least 20 days prior to the first day of occupancy of the lease together with the name and address of the proposed lessee, and a fully executed copy of the lease. Renters must register themselves and any pets.

PETS: Owners and Renters may have **ONE** pet such as (a) a dog no more than 15" in height from shoulder to toe at maturity, (b) a cat, (c) a caged bird, or (d) tropical fish kept in a tank of 20 gal or less. Pets must always be leashed and in control of the owner when in the common areas, and all animal waste must be picked up and disposed of properly. **The courtyard is not an appropriate area for animal waste. Please use property perimeter areas.** Service dogs and emotional support animals that conform to the guidelines are only permitted when the proper forms have been submitted in advance of arriving at the property. Please contact Resort Management for the proper forms. Pet owners are asked to be considerate and inclusive in the understanding that not all owners and guests are not comfortable with pet gatherings while enjoying the patio grill area. Pets should not sit or be placed on the Patio chairs by themselves taking up a chair someone could be using. Pets are restricted to owners and Renters only. **No Guests with pets are allowed and are prohibited.**

ALTERATIONS: Board approval is required before any alterations, modification, replacements, Structural changes, or additions occur. A Florida licensed and insured contractor in relation to the type of work being done is required. The modification request form provides additional procedures, details, and requirements. Please contact the property management company to



obtain the modification request form. Please see the attached City of Marco Island letter stating which repairs require permits.

LAUNDRY: Laundry rooms are in the middle of "C" Building (1st and 2nd floor) and the middle of "D" Building. Key Code is 8501. Laundry room hours are 8 a.m. to 9 p.m. Strict adherence to the laundry room hours is necessary. Door must be closed when not occupied.

FISH CLEANING: Fish are not to be cleaned on the balcony or on condo grounds. Use designated area on the pier. All fish cleaning stations are to be cleaned by user after each use.

NETCASTING: net casting is not allowed from the concrete or paver sidewalks. Please only cast from the basin docks or main pier. Please clean up any debris left from casting.

DRAIN SYSTEM NOTICE: No grease, sanitary napkins, diapers, paper towels, wet wipes, condoms or Kleenex should be flushed down the toilet drains.

CONSTRUCTION HOURS: Construction, home-improvement or repairs activity is permitted Monday through Saturday between the hours of 8 AM to 5 PM. NO construction activity is permitted on Sundays or holidays and is limited to 8 AM to NOON on Christmas Eve and New Year's Eve.

APPEARANCE & SAFETY: MARCO INN VILLAS is home to many, and we strive to maintain both its' visual attractiveness and safety! The reverse side of window coverings (including shades and blinds) must be white or very lightly colored, for visual conformity on the exterior of the buildings. Flags/banners will be limited to currently issued United States flags. No signs, including political, sales/rentals or commercial signage, are permitted to be placed in the windows, on the grounds or on parked vehicles.

ABSENCE FROM MIV: If your unit is to be unoccupied for a period of more than three (3) consecutive days, particularly during hurricane season, lanai shutters must be lowered. If you do not have shutters, all furniture and accessories must be removed from the lanai(s) and placed inside your unit. Also, you must turn off the main interior water valve and the hot water circuit breaker. Only an Owner's vehicle may be left at MIV during their absence; no guest vehicles.

WATER CONSERVATION: Southwest Florida has a serious shortage of fresh water, and conservation efforts are appreciated. An additional benefit: lower water bills! Please ensure all toilets in your unit are functioning properly and not running. A running toilet can waste hundreds of gallons of water daily, leading to unnecessary high water costs. Boat Washing and Flushing is limited to 5 minutes and supervision is required.

BOAT DOCKS: Unit Owners or renters in residence may use **one** of Association-owned slips in the MIV boat basin, by prior reservation arrangement and registration. (Please refer to 'Boat Slip registration and usage guidelines and Fees' on the MIV website.) Fees are charged for overnight moorings, monthly and seasonal. **No electrical use is permitted.** Additional restrictions are specified on the boat registration form. Please contact the property management company



to register for an assigned slip prior to docking. (All vessels are to be removed from boat basin for all named storms initially declared for southwest Florida.) Boat Washing and Flushing is limited to 5 minutes and supervision is required. Portable Gas tanks and gas can refilling is strictly prohibited for safety reasons.

COMMUNICATIONS: Notices are posted on the bulletin boards located near each mailbox area. Valuable information and updates are sent to your **email address**. Owners can access MARCO INN VILLAS owner's portal at www.MIVillas.com, by logging in as an Owner.

ACTION REQUESTS: If you observe any problems on the property, including pest control problems, maintenance requests, please submit them on the MIV owner's portal. If you, would you like to offer constructive comments or suggestions for consideration, you can submit them on the main website under contact us section. All complaints must be done in writing. No anonymous complaints will be addressed. Safety or emergency concerns should be immediately reported to RM at (239)642-5466.