



Tenant Application Form

Unit Number: _____ Dates of Occupancy: From _____ To _____

Returning renter? Yes ___ No ___ If yes please provide: Unit # _____ Dates: _____

Name of each tenant over 18 _____

Children occupying unit (under 18) Yes ___ No ___ If yes number of children: _____

Current / Primary address: _____

Telephone Number: _____ Secondary Number: _____

Email: _____ Secondary Email: _____

Emergency Contact: _____ Phone Number: _____

Vehicle: (2 max)

1) Year: _____ Make: _____ Model: _____ Color: _____

License Plate Number: _____ State/Prov: _____ Parking Permit: _____

2) Year: _____ Make: _____ Model: _____ Color: _____

License Plate Number: _____ State/Prov: _____ Parking Permit: _____

Pets: (2 max) Yes ___ No ___ (If Yes, please fill out pet registration form and submit with all supporting documents for approval)

I will obtain tenant insurance for personal contents and liabilities (Recommended): Yes ___ No ___

I hereby consent to and authorize Venetian Palms of Fort Myers to conduct a background review from any authorized reporting agency. (\$75 fee per adult 18 and over)

Name: _____ SS#: _____ DOB: ___/___/___

Signature: _____ Date: _____

Name: _____ SS#: _____ DOB: ___/___/___

Signature: _____ Date: _____

Owner:

Unit Owner: _____ Telephone Number: _____

Property Management Contact: _____ Telephone Number: _____

I maintain current insurance coverage for said unit: Yes ___ No ___

Insurance company name: _____ Phone Number: _____

I agree to assume all responsibility for any and all complex related violations of tenants named above.

(Signature) _____ Date: _____

NOTE TO OWNER/ PROPERTY MANAGER/ PROPERTY MANAGEMENT COMPANY

- Please have the Prospective Tenant(s) fill in the application, sign the Rules & Regulations Acknowledgment and submit, with a photo ID & \$75.00 for each applicant, to the **Owner or the Property Manager/Management Company.**
- **AFTER YOUR REVIEW** and confirmation that all required documents have been collected and filled out properly; Complete the **“owner”** section (Authorizing Venetian Palms to process the application) and submit the **completed** packet to the management office **at least 10 days prior to move in date.**
- The packet **MUST** be submitted directly from the Owner/Property Manager or Management Company to the Venetian Palms Management Office.
 - **Send To: Venetian Palms of Fort Myers 12510 Equestrian Circle Fort Myers, FL. 33907 or email to Rebecca Carras at rcarras@kwpmc.com for processing.**

Please Note: Once we have received approval/denial from the Board, we will call the Property Management Company’s contact if listed or the Owner to notify.

Upon arrival, please stop in the management office to pick up a welcome packet that will include the parking pass for each registered vehicle.

Office Use Only:

Date Application was received: _____ Annual: ___ Seasonal: ___

Photo ID Provided: Yes ___ No ___ Non-U.S. Resident: ___ Passport #: _____

Background fee received: check # _____ \$ _____ Valid until: _____

HOA Fees Current: ___ Emergency Key on file: ___ A/C Compliance: ___ Water shutoff Valve: ___

Board Member Approval:

Date Application submitted: _____ Approved: ___ Denied: ___

Reason for Denial: _____

Board Signature of Approval: _____ Date: _____

VENETIAN PALMS

RULES AND REGULATIONS

(Revised April 17, 2019)

All occupants and guests shall comply with the Rules and Regulations. Unit owners are responsible to convey these rules to their tenants and guests. These Rules and Regulations are subject to change per approval of the Venetian Palms Board of Directors.

KW Property Management manages Venetian Palms of Ft Myers Condominium Association, Inc. The Property Manager and staff are primarily responsible for ensuring compliance of the following Rules and Regulations as well as Violations Enforcement.

Should a fine be levied against an owner for a specific action or infringement in violation of the Governing Documents or Rules and Regulations, the following process shall apply:

1st Violation - written notice with 14 days to comply (reminder sent on day 7)

2nd Violation - (or same violation within a 12 month period) - written notice with 7 days to comply.

Further violations or failure to cure violation may result in an automatic fine of \$1,000 per violation.

1. Occupancy shall not exceed two (2) persons per bedroom, excluding one child under the age of 24 months.
2. ALL Guests MUST be registered with the Management Office. If homeowner is not present, the homeowner MUST issue a letter of authorization prior to their arrival, specifying the name(s) of guest(s), vehicle information, and length of stay. Guests staying 30 days or more are considered a tenant, and MUST follow our leasing process.
3. All tenants MUST be approved in writing by the Board of Directors by completing the appropriate application and submitting with any supporting documents as a packet to the management office BEFORE occupying the unit. A tenant cannot move into a unit until they are approved by the Board of Directors. A background check is required for each tenant and is valid for three consecutive years. After this period, a new background check and fee must be collected and processed.
4. Minimum unit lease period must be one calendar month or 30 days. The tenant application MUST be completed each time, regardless of the background check. Annual renters MUST complete the tenant application with the Front Office every year if intending to renew their lease.
5. Whereas the unit lanai is a limited common element, for use by the unit resident but still governed by the Association, it may contain only the following items: patio-type furniture, floor coverings, potted plants, bicycles, and color-conforming shades.
6. All items MUST be kept inside the unit at all times, with no items stored in the common areas outside of the unit, except, at occupant's risk, potted plants and bicycles, providing they do not

obstruct an ingress/egress and are no closer than 42 inches (3 1/2 ft.) from the door. Bikes are permitted to be stored under the stairwell at resident's own risk.

7. No repair of vehicles, i.e. oil changes, brake repairs, etc., shall be made on the Condominium Property. Emergency repairs, i.e. changing of flat tires or batteries are permissible.
8. No flammable, combustible or explosive fluids or materials shall be kept within the unit or lanai, except for general household cleaners which may be kept inside the unit only.
9. No window air conditioners, aluminum foil, signs or tinted substance shall be placed in any window or glass door.
10. All garbage/trash MUST be placed inside the dumpsters. Furniture or large items need to be placed at the designated dumpster (Bulk Item Disposal Center) located at building 12. No furniture or trash is allowed outside the unit under any circumstances and will be a finable violation.
11. Consider RECYCLING when possible, and place items into appropriate containers. For large items, contact local organizations offering pick-up service.
12. All resident vehicles MUST be registered with the front office and display a current Association issued parking permit on the windshield. All overnight guest(s) MUST obtain a temporary parking permit for any stay Monday 8 AM through Friday 5 PM (weekend guests will not be tagged). Vehicles without proper permits are subject to immediate tow at the owner's expense.
13. Vehicles MUST be maintained in fair driving condition with current license plate registration displayed at all times. No oversized vehicles taller than seven (7) feet, trailers or boats are not permitted to be parked on site overnight.
14. Vehicles are not permitted on the grass at any time and may be towed at the owner's expense.
15. Numbered carport spaces are for corresponding unit residents only. Other illegally parked vehicles may be towed.
16. ALL Pets MUST be registered and approved by the Board of Directors, through the management office, before they are permitted into the community. You are required to produce a picture of your pet(s) and all supporting vaccinations when submitting for approval to the Board of Directors. Only two (2) household pets are permitted in the Unit. Pit bulls, other breeds, or other exotic animals considered dangerous, as determined by the Board of Directors, are not permitted.
17. Pets MUST NOT be kept on a lanai or front entry area when resident is not in the unit.
18. Dog/Animal waste MUST be picked up and placed in the animal waste containers. ALL animals MUST be kept on a leash no more than eight (8) feet in length at all times when outside the Unit. Retractable leashes are not permitted.

19. The Association will follow all Lee County Ordinances regarding PETS (SEC.6-41 thru SEC.6-61).
20. Feeding, hunting, capturing, or harassing wildlife in any way is strictly prohibited on Venetian Palms Property.
21. Fishing on Venetian Palms property is strictly prohibited.
22. Owners are responsible for the maintenance and repair of equipment, fixtures, screens and windows within their unit. ANY second level floor alteration, other than carpet, must include proper sound-deadening materials and be approved by the Board prior to installation.
23. No addition, alteration or improvement to common elements or structural change to a unit shall be made without prior written approval of Board of Directors and be completed per Lee County code.
24. Excessively loud noise/music is not permitted. Be considerate of your neighbors. Second floor occupants should be aware that heavy walking/moving noises may be audible to the units below.
25. All owners MUST provide the Association with a working entry key or keypad code to their unit, and provide the Front Office with contact information for any home watch company or property manager who handles the affairs of the unit.
26. The use of hover boards, and remote control aircraft including drones, shall not be permitted on Venetian Palms property without prior written FAA Approval.
27. POOL, SAUNA & SPA - Admittance by Access Card Only
 - a. Pool areas are closed from dusk to dawn, per Florida Department of Health Administrative Code 64E-9.008(8) (see posted times at gate). All posted pool rules must be followed. Violators are subject to arrest and prosecution by the local Sheriff's Office.
 - b. No Life Guard on Duty. Use of pool and spa is at your own risk.
 - c. Disruptive behavior will not be tolerated and may result in the loss of amenities.
 - d. No pets are permitted.
 - e. Proper swim attire is required. Proper swimming diapers for infants are required.
 - f. All visitors must be accompanied by a VP resident.
 - g. No Smoking/Vaping inside gated common areas.
 - h. No food, drinks or pool furniture is permitted on the wet-deck area (4ft. from Pool) at any time.
 - i. No glass of any type is permitted.
 - j. Occupancy rating levels shall not be exceeded.
 - k. No children under 16 years of age allowed in spa without a Parent or Guardian.
28. FITNESS CENTER - Admittance by Access Card Only
 - a. Proper attire is required while in the fitness center.
 - b. No flip flops or bare feet are allowed.

- c. Children under sixteen (16) are not permitted in the fitness center.
- d. No food or alcoholic beverages are permitted.
- e. No Smoking/Vaping.

29. CLUBHOUSE - Admittance by Access Card Only

- a. Open during courtyard hours.
- b. No Smoking/Vaping.
- c. No wet swim suits.
- d. Shoes or Flip flops required.
- e. Street clothes required after pool hours.
- f. Children under 16 must be accompanied by a responsible adult.
- g. No pets.
- h. Clean areas used (i.e. Tables, Kitchen, Dishes, Refrigerator). Remove all personal items.
- i. Occupancy rating levels shall not be exceeded.
- j. Clubhouse usage request form must be completed and approved by the board prior to hosting any event in the clubhouse.

30. COURTYARD:

- a. Open until 10 PM.
- b. For use by residents and their guests only.
- c. Not for private use or reservation.
- d. Noise level to be consistent with city ordinance bylaws; respect your neighbors
- e. No glass of any type is permitted.
- f. Clean area used; no littering.
- g. No foul language.
- h. No Smoking/Vaping in courtyard.
- i. No pets.

31. PLAYGROUND:

- a. Open from sunrise to sunset.
- b. For use by residents and their guests only.
- c. Noise level to be consistent with city ordinance bylaws; respect your neighbors
- d. No glass of any type is permitted.
- e. Clean area used; no littering.
- f. No foul language.
- g. No Smoking/Vaping in courtyard.
- h. No pets.



CONFIRMATION AND ACKNOWLEDGEMENT OF RULES/REGULATIONS AND
TERMS/CONDITIONS

Unit Number: _____

Date of Registration: _____

I / We have received a copy of the Venetian Palms Rules and Regulations.

I / We understand these rules and agree to abide by them at all times while
residing at Venetian Palms.

Print Name: _____

Signature: _____

Date: _____

Print Name: _____

Signature: _____

Date: _____

Print Name: _____

Signature: _____

Date: _____

Print Name: _____

Signature: _____

Date: _____

KW Property Management Staff:

Date: _____



Pet Registration Form

Owners Name(s): _____ Unit Number: _____

Phone Number: _____ Email: _____

Pet Name: _____ Cat: ___ Dog: ___ Other: ___ If other: _____

Breed: _____ Color: _____ Weight: _____ Age: _____

(Tag Number: _____ - Office Use Only)

Pet Name: _____ Cat: ___ Dog: ___ Other: ___ If other: _____

Breed: _____ Color: _____ Weight: _____ Age: _____

(Tag Number: _____ - Office Use Only)

In addition to registering your pet(s):

- You must physically bring your pet(s) to the Venetian Palms office upon the day of your arrival.(if that day falls on a weekend, you may proceed to the office on the following Monday. If you arrive after 5:00 p.m., please proceed to the office the next day no later than 12:00 p.m.).
- Your Pet Tag (Provided by the management office) must be worn at all times by your pet(s).
- Only two (2) household pets are permitted in the Unit. Pit bulls, other breeds, or other exotic animals considered dangerous, as determined by the Board of Directors, are not permitted.
- You must produce a picture and all supporting vaccinations/shot records when submitting to the Board of Directors for approval of your pet(s).
- Pets may not be kept on a lanai or front entry area when resident is not in the unit.
- Dog/Animal waste must be picked up and placed in the animal waste containers.
- ALL animals must be kept on a leash no more than eight (8) feet in length at all times when outside the Unit-NO RETRACTABLE LEASHES-.

Please understand that you must comply with these rules prior to your application/registration with the front office of Venetian Palms.

The Association will follow all Lee County Ordinances regarding pets (SEC.6-41 thru SEC.6-61).

https://www.municode.com/library/fl/lee_county/codes/code_of_ordinances?nodeId=PTIICO_CH6ANFO_ARTIIIANCO_S6-41COAN