



Gardens of Gulf Cove
Property Owners Association, Inc.
~ A Deed Restricted Community ~

Checklist for Tenants

A Tenant is any person(s) granted by an Owner a temporary right for the use of the Owner's Residence for rent or other valuable consideration including all other persons occupying the Residence with the consent of such tenants.

All forms can be submitted in person, e-mail, or via U.S. Mail. After hours we have provided a locked drop box at the management office located at 6464 Coniston St. Please fill forms out completely to avoid any delay.

- ☐ 1. **Fill out a Background Application** for each adult over the age of eighteen (18) intending to reside at the property. One (1) form can be used for a married couple.
- ☐ 2. **Provide a copy of a valid Driver's License**, legally accepted ID (if no driver's license) or Passport (non-US citizen) with the application for each adult.
- ☐ 3. **Check or Money Order** must accompany the application (no Cash). We do not accept checks drawn from institutions outside of the United States.
 - \$ 75.00 - **each person over the age of 18** (background check)
 - \$ 75.00 - for a **married couple** (background check)
 - \$ 100.00 - for the **Application Fee**

These fees are subject to change without notice.

IMPORTANT NOTICES for Tenants and Additional Occupants:

- The property owner determines who is responsible for payment of the above fees.
- The property owner is responsible to fill out the Property Owner Assignment of Rights form which authorizes you to occupy the property.
- The property owner is responsible to provide the Association with a copy of the Lease, which will release temporary ownership over to you for use of the facilities.
- Renters, Tenants and Guests may NOT have Pets as per Article 7.20 of the Second Amended and Restated Declaration of Covenants & Restrictions for the Gardens of Gulf Cove POA, Inc.
- Owner and Tenant/Guest passes for Pools & Rec Center are non-transferable. ID's cannot be shared.

- ☐ 4. The Association Manager will review the background check reports. If there are complications with any report, additional review may be necessary with the Board of Directors and/or Attorney.
- ☐ 5. Upon approval of the background check, each applicant will be notified by management.

After all steps are completed, visit the Management Office for your Recreation/Pool pass(es)

Additional information on this process and other important rules can be found in the Gardens of Gulf Cove Bylaws and the Declaration of Covenants and Restrictions, available at www.TheGardensOfGulfCove.com.

Your cooperation with these requirements is appreciated. Congratulations and thank you for deciding to make our community your home!

6464 Coniston Street, Port Charlotte FL 33981 ~ office: 941-697-4443 ~ fax: 888-841-5370

v.2020.01 E-mail: gardensofgulfcove@gmail.com ~ Website: www.thegardensofgulfcove.com

Gardens of Gulf Cove Property Owners Association, Inc.

BACKGROUND APPLICATION FOR TENANTS

A Tenant means any person(s) granted by an Owner a temporary right for the use of the Owner’s Residence for rent or or other valuable consideration – including all other persons occupying the Residence with the consent of such tenants.

Please print neatly. Information that is not legible will delay the process of this application.
Provide a copy of valid driver’s license, legally accepted ID (if no license) or passport (non-US citizen) with for each adult.
Non-married applicants or additional occupants over the age of 18 must fill out separate copies of this form.

Garden’s Property Address: _____

Term of Stay or Lease: _____ to _____

Applicant Full Legal Name: _____ **Maiden/Alias:** _____

Phone #: _____ **Email Address:** _____

Date of Birth: _____

Driver’s License # _____ **State** _____ (attach copy of Driver license)

Have you ever been evicted? _____ **If so, please explain:** _____

Have you ever been arrested on misdemeanor or felony? _____ **If so, please explain:** _____

Present Address: _____ **ZIP CODE:** _____ **OWN / RENT**

Dates (from – to) _____ **Manager/Landlord:** _____ **Phone:** _____

SPOUSE

Spouse Full Legal Name: _____ **Maiden/Alias:** _____

Phone #: _____ **Email Address:** _____

Date of Birth: _____

Driver’s License # _____ **State** _____ (attach copy of Driver license)

Have you ever been evicted? _____ **If so, please explain:** _____

Have you ever been arrested on misdemeanor or felony? _____ **If so, please explain:** _____

I understand that an investigative background inquiry is to be done, including but not limited to identity and prior address(es) verification, criminal history, employment verification, reason(s) for termination, work and other references. I understand that for the purpose of this inquiry, various sources will be contracted to provide information, including but not limited to various federal, state, municipal, corporate and private sources which may maintain records concerning my past activities relating to possible criminal conduct, civil court litigation, driving history and credit performance as well as other information. I authorize without reservation, any company, agency, party or other source contacted to furnish the above information.

Applicant Full Legal Name

Spouse Full Legal Name

Date

Date

This portion of the form will be disposed of after background is completed.

Applicants Full Legal Name

Spouse Full Legal Name

Social Security #

Social Security #

PROPERTY OWNER ASSIGNMENT OF RIGHTS TO TENANT
Owner or Owner's agent - please fill this out completely and clearly!

Renters, Tenants and Guests may NOT have Pets as per Article 7.20 of the Second Amended and Restated Declaration of Covenants & Restrictions for the Gardens of Gulf Cove POA, Inc.

Property Owner's Name(s):

Gardens Address:

E-mail Address: Phone #:

Mailing Address:

Seasonal Phone #: Emergency Contact Phone #:

Tenant / Guest occupied: Yes Lease / Occupancy start date Lease / Occupancy end date

Total Number of occupants: (Adults) (Children)

Tenant - Responsible Occupant (please print) Date of birth

Additional Occupant - Name & relation to responsible occupant(s) Date of birth

Additional Occupant - Name & relation to responsible occupant(s) Date of birth

Additional Occupant - Name & relation to responsible occupant(s) Date of birth

Additional Occupant - Name & relation to responsible occupant(s) Date of birth

All tenants & guests are required to be registered with the Gardens of Gulf Cove Property Owners' Association office. In accordance with Florida Statute 720, it is the responsibility of each Property Owner to update this information with the Association business office as often as circumstances require.

In keeping with the Bylaws, the Covenants & Restrictions, and the Rules & Regulations of the Gardens of Gulf Cove and insurance regulations, please fill out this form completely and return it prior to guest/tenant check-in. This information is required to insure only residents (and their authorized guests) use the amenities. If the Association office does not have current information on file, your guest/tenant will not be permitted use of the amenities.

SIGNATURE OF PROPERTY OWNER DATE

RENTAL AGENT'S NAME & PHONE # if applicable (please print clearly) RENTAL AGENT'S E-MAIL

6464 Coniston Street, Port Charlotte FL 33981 ~ office: 941-697-4443 ~ fax: 888-841-5370
v.2020.01 E-mail: gardensofgulfcove@gmail.com ~ Website: www.thegardensofgulfcove.com

The Board of Directors

Gardens of Gulf Cove Property Owners Association, Inc.
Recreation Center Release Form

The Board of Directors voted to allow the Recreational Center to stay open extended hours to allow residents to use the facilities longer than the current pool hours. This will be a trial and can be revoked at any time if too many problems are encountered.

Association proximity passes are required to enter the Recreational Center and Pool. Passes will be activated as each person provides a signature below acknowledging their responsibilities in using the Recreational Center.

I the undersigned have read, understand and will abide by these rules and additional rules if passed by the Board of Directors and posted in the Recreational Center.

- I understand that there is no access to the bathroom facilities until 8:00 am and no access after the pool closes, ½ hour before sunset.
- I understand in the event of an emergency I will call 911 from my cell phone.
The address of the Recreation Center is 6155 Coliseum Blvd., Port Charlotte, FL 33981.
- I understand how to use the gymnasium equipment safely.
- I will report unsafe conditions to management as soon as they become known to me.
- I understand that I am solely responsible for my guest's actions and/or damages.
- Children under 14 years of age shall be permitted only under the direct supervision of an adult resident that is 18 years or older.
- I understand, as a homeowner or tenant, that I am responsible for my minor children and any of their guests that are given access to the facility.
- Wearing bathing attire is prohibited in the Recreation Center. Persons entering the building must be fully clothed and dry, including shirts and shoes.
- No food or drinks in the Recreation Center (except water in plastic bottles or containers).
- No smoking and/or use of tobacco products or vapes.
- Bicycles must be parked in racks provided outside.
- Long-term parking under the portico is prohibited.
- The use of skateboards and/or roller blades is forbidden on all common property.
- I am responsible for my proximity pass and agree not to lend it out to anyone. Passes are available from the office for guests.
- I understand the Recreation Center closes at 8:00 pm. I and my guests agree to vacate prior to 8:00 pm.
- I understand that if the alarm is set off as a result of my staying past 8:00 pm, I will pay for all costs associated with the alarm.
- I know the Recreation Center is under video and audio surveillance and the recordings may be used against me in a court action if necessary.
- I understand that my card access to the Recreation Center is a privilege and may be revoked if the Board or their delegate determines that I have violated the provisions of this agreement.

Signature of Resident Date

Print Name Here

Gardens Address

The Board of Directors

Gardens of Gulf Cove Property Owners Association (GGCPOA)

COMMON FACILITY RULES AND REGULATIONS

These regulations are established pursuant to the authority of the Board of Directors in Section 4.5 of the Association's 2nd Amended and Restated Articles of Incorporation of Gardens of Gulf Cove POA.

Priority for exclusive use of any Common Facility shall be (1) Property Owners' Association (POA) (2) (POA) Board of Directors; (3) Committees of the Board of Directors; (4) A group formally chartered by the Board of Directors; and (5) Individual Property Owners.

The Recreation Center (6615 Coliseum), Club House (6464 Coniston), Swimming Pools and all other Common Facilities belonging to the Gardens of Gulf Cove Property Owners' Association, Incorporated (GGCPOA), are for the exclusive use of Gardens of Gulf Cove residents only. Resident ID cards are required for anyone who resides in the Gardens who wishes to use the amenities and are available from the Association office. Invited guests of residents may also use the facilities on a temporary basis.

A Guest may enter the facilities only after being registered and approved by the Association Office. As of 06/16/2020 only two guests are permitted per household unless otherwise approved by management (this rule applies to all amenities).

Pursuant to Article 6.9.4 (2nd Restated Declaration of Covenants and Restrictions of GGCPOA), the Board of Directors may suspend any Association member (and his/her family and tenants) the right to use Common Facilities during such time as such member is delinquent in the payment of any assessments (Special or Regular). The Board of Directors may order a suspension for a violation of any rule or regulation concerning use of a Common Facility, as outlined in Article 6.13 of the Bylaws.

- a. Annual assessment dues must be current.
- b. No outstanding violations on file.
- c. It is prohibited to share or give an existing facility pass to non-residents of Gardens of Gulf Cove including relatives.
- d. The management/Board of directors has the right and responsibility to close the amenities at its discretion.
- e. Persons entering or remaining on community property after closing will be trespassing and subject to arrest and prosecution.
- f. Foul or abusive language will not be tolerated and are grounds for suspension of membership privileges from the common areas.
- g. Children under the age of 14 (may be asked to show ID) must be accompanied by an adult or authorized resident age 18 or older.
- h. No pets, horseplay, skateboards, rollerblades, bikes or running allowed in the pool area, Recreation Center, or Clubhouse.
- i. The association is not responsible for lost or stolen items left on the community property.
- j. Smoking or vaping is not permitted on the common grounds.
- k. No golf carts permitted on common grounds (except staff personnel).
- l. When walking pets on common properties pets must be leashed and you must clean up and take waste with you.
- m. Any weapon, or item intended to use as a weapon, is not permitted.
- n. All community facilities are to be used for their intended purposes only.
- o. Bicycles must be parked in racks provided at Recreation Center and Clubhouse.
- p. Automobiles and motorcycles must be parked in the parking lot between the painted lines.
- q. Recreation vehicles, trailers, oversized trucks are not to be parked at either facility.
- r. Parking at the Clubhouse or Recreation Center overnight without permission is prohibited.

Gardens of Gulf Cove Property Owners Association (GGCPOA)

SWIMMING POOL RULES

General Rules:

- a. All swimmers must shower before entering the pool.
- b. Children wearing diapers must wear swim diapers.
- c. No soap or shampoo at showers (showers are only for rinsing before and after swimming).
- d. Smoking is not permitted - this includes vaping.
- e. No diving, including feet first diving and cannonballing.
- f. No running or horseplay on pool deck.
- g. No climbing or jumping from tables, chairs, ledges, ladders or other structures.
- h. No moving, tugging, hanging or laying on the pool rope / float line.
- i. Participating in other dangerous practices as determined by management.
- j. Adults supervising children under the age of 8 years old must accompany children into the water.
- k. Changing garments around the pool area in public view is prohibited.
- l. When there is lightning within ten miles of the pools you must get out of the water and leave the pool deck. (The lightning detection system will detect the presence of lightning within a 10-mile radius and set off a visual strobe light and audible alarm. A loud single horn blast will sound for approx. 5 seconds. Simultaneously, the strobe will light and remain flashing while danger is detected. When danger has passed, the horn sounds 3 short blasts and the light shuts off).
- m. No private party use/rentals for pools (birthday parties, showers, weddings etc.). Pools are not to be used in combination with renting the Clubhouse for private party use.
- n. As of 06/16/2020 only two guests are permitted per household unless otherwise approved.
- o. No glass containers of any kind are permitted in the pool areas.
- p. Food and/or drinks should be in unbreakable containers.
- q. No food or drinks should be consumed in or near the water.
Food is only permitted at the Recreation Center pool - on the upper deck only.
- r. No alcoholic beverages.
- s. Clean your area when you leave. There are multiple trash receptacles available.
If containers are full, please take your garbage back home with you when you leave.
- t. No electronic devices (cell phones, tablets, iPods etc.) are to be used in the swimming pool.
- u. Radios and other devices should be used with headphones (should not be audible to others).
- v. Children 14 and under are not permitted unless accompanied by an adult 18 or over (for safety).
- w. Persons with or under the influence of alcohol or narcotics will not be permitted access.
- x. Persons with colds, coughs, nasal or eye discharges, skin eruptions, open wounds, open sores, bandages, or any other issue that may spread to others are not permitted
- y. Animals- No animals, other than service animals (service animals permitted on the pool deck).
The ADA does not override public health rules that prohibit dogs in swimming pools. If the dog has been trained to sense a specific disability and take a specific action to help avoid the disability and its impact, it would qualify as a service animal. However, if the dog's mere presence provides comfort, it would not be considered a service animal under the ADA.
- z. Persons with inappropriate swim attire will not be permitted. No cut-offs, undergarments, gym shorts, biking shorts, colored t-shirts, sports bras, thongs or any suit deemed too revealing for a family environment.

Permitted items:

- a. Infant float, basic foam noodles and foam dumbbells (for water aerobics)
- b. Wheelchairs, walkers, strollers
- c. Snorkel mask and goggles

Items not permitted:

- a. Wheeled vehicles (example: roller blades, bicycles, skateboards, etc.)
- b. Toys which include but not limited to balls, frisbees, dolls, water guns etc.
- c. Rafts, surfboards, swim fins, boats, baby pools, boogie boards etc.
- d. Any item deemed unfit for pool areas.

Conduct:

- a. Cooperation and appropriate behavior is expected of all members and guests.
- b. Any member or guest whose actions in the sole discretion of any other member are deemed disrespectful or inappropriate may be asked to leave the pool. The Community Manager will communicate the incident to the Board of Directors.
- c. Dirty diapers including swim diapers should be tied in a plastic bag and taken home with you.
- d. Foul or abusive language will not be tolerated.
- e. Major violations such as drug use, fighting, sexual misconduct will result in dismissal from the pool and proper authorities will be notified.
- f. Anyone not following rules while at the pool will be given warning with possible suspension of use rights.

Gardens of Gulf Cove Property Owners Association (GGCPOA)

CLUB HOUSE (6464 Coniston Street)

Clubhouse Rental: A resident may rent the Club House Hall for a private function. Application should be submitted to the Community Association Manager (CAM) at the Club House Office at least four weeks prior to date requested. Application is to include two checks made payable to GGCPOA in the amounts of (1) \$200 rental fee; and (2) \$200 Refundable Security Deposit (\$200 to be refunded if the hall is clean and properly set up by 8:30 a.m. the next day and there has not been damage to the premises). **A rental agreement must be signed executed.**

Committees or Organizations of GGCPOA: Any recognized Committee /Organization conducted activities in any Common Facility GGCPOA must be open to full and equal participation by all Property Owners and their family members who desire to participate in the defined purpose, activity or agenda of the Group. A chartered Group or Organization may sponsor activities such as meals or performances for attendance at which a ticket or fee is required.

Concerning reserved and exclusive use of common properties Facilities by Board approved groups or organizations of Gardens of Gulf Cove approved residents.

- Any group of Residents desiring to reserve for an exclusive use any component of common facilities at no charge shall submit to the Board of Directors an application stating the intended purpose and/or function of the Group or Organization and the times and frequency for use of such portions.
- The group shall understand any meeting, gathering, or activity at a common facility shall be open to any Resident of the GGCPOA who desires to participate in the purpose or function of the group or organization.
- Any group/organization collecting funds must accompany documentation indicating the group has secured a Federal tax ID number. The application shall include designation of a Leader (or President or Chairperson, etc.) and Treasurer if the Group/Organization expects to have on hand funds of \$25.00 or more at any time.
- Each group and organization shall notify the CAM, or designee of any change in leadership.
- Each chartered Group/Organization must submit account balances, income, expenses and receipts if they have \$25.00 income or outgo for any month to the CAM so records can be audited and authorized by the Board of Directors. These records may be audited by an agent authorized by the Board of Directors with copies of the audit report going to members of the Group or Organization sub-committee.
- No chartered group/organization may deny any GGCPOA property owner the right to record or transcribe the proceedings of any meeting or other activity conducted in or on the common facilities.

To ensure that any Resident has an opportunity to attend if selling tickets:

- A 14-day period to purchase tickets or make confirmed reservations shall be offered only to Residents for their attendance event.
- The 14-day period shall start when an announcement is made for the event.

- After the 14-day period, a Resident may purchase tickets or make confirmed reservations for their guest(s).
- After the 14-day period, the Association can verify if a person is a Resident.

All announcements must include:

Until __/__/__ tickets may be purchased for Residents.

After __/__/__ Residents may also purchase tickets for their guests.

Due to limited capacity, tickets will be sold on a first come first served basis.

Only Residents and their Guests may attend. It is the responsibility of the person selling the ticket to ask if the person is a Resident.

General Rules for the Clubhouse:

- Activities in the Clubhouse are NOT to be advertised or publicized except within the Gardens of Gulf Cove.
- Pools are not to be used in combination with renting the Clubhouse for private party use.
- Clubhouse is not available for random usage.
- All Association Activities in the Club house must be pre-approved and scheduled through the management office.
- Organizations or parties may not provide alcohol but an individual may bring an alcoholic beverage for consumption by self and they must be of legal drinking age (no sales or providing alcohol for others is permitted).
- GGCPOA properties are tobacco (all various forms) and vape free. This prohibition includes tobacco use at private functions
- Gardens of Gulf Cove scheduled Board Meetings take precedence over activities and Gardens of Gulf Cove Committees take precedence over private parties.
- The Clubhouse hall, kitchen and restrooms are to be restored to normal condition before departing. The hall must be ready for use the next day or a \$200.00 cleaning fee will be charged. This applies to committees, clubs, organizations and private use.

Gardens of Gulf Cove Property Owners Association (GGCPOA)

Recreation Center

The Recreation Center (6615 Coliseum), belonging to the Gardens of Gulf Cove Property Owners' Association, Incorporated (GGCPOA), is for the exclusive use of Gardens of Gulf Cove residents. Resident ID cards are required for anyone who resides in the Gardens who wishes to use the amenities and are available from the Association office. Invited guests of residents may also use the facilities on a temporary basis.

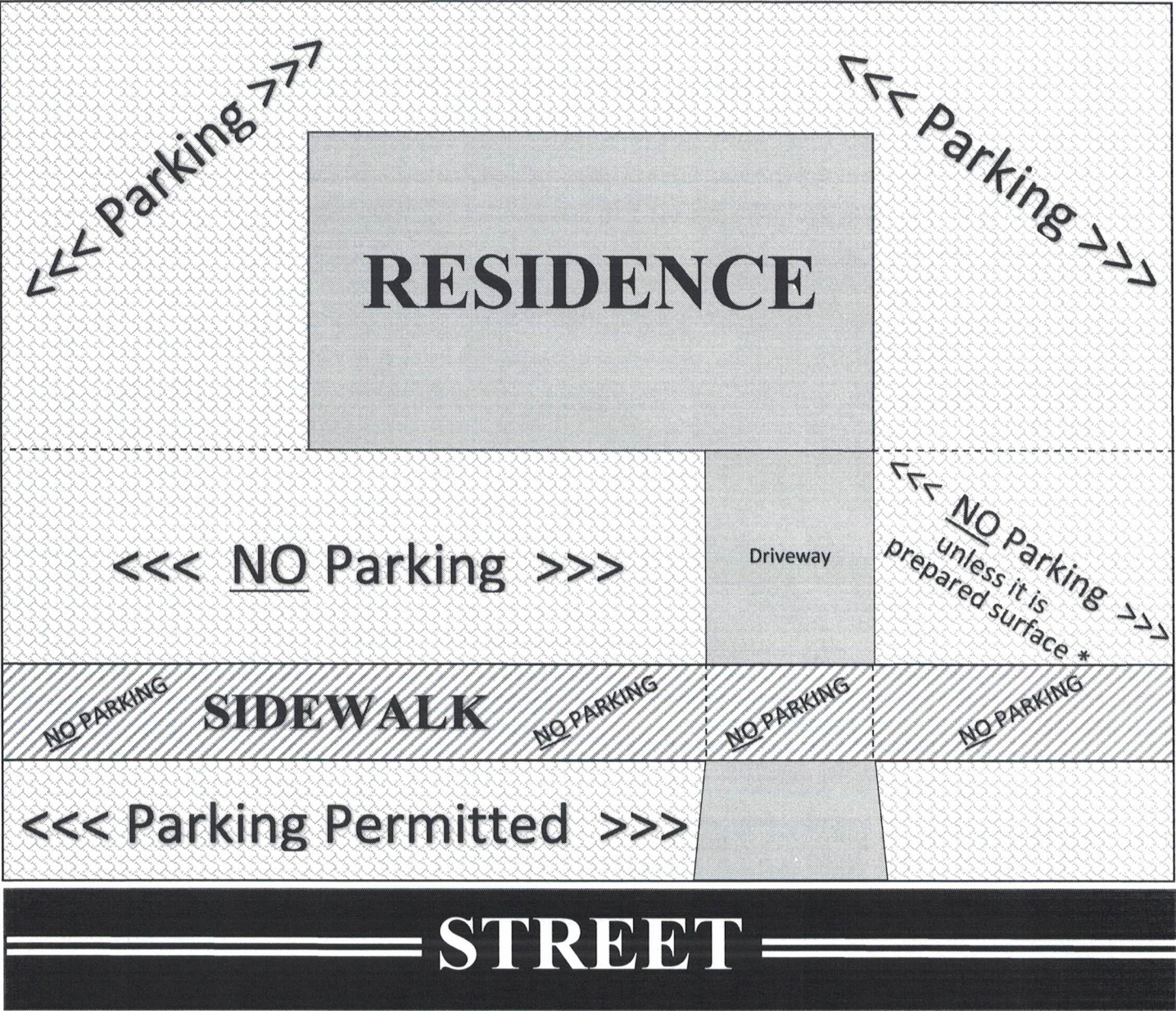
A guest may enter the recreation center after being registered by the resident host at the Association office and having secured a pass. Visitor Passes for temporary guests are available from the Association Office located at the Club House. **As of 06/16/2020 only two guests are permitted per household unless otherwise approved by management.**

- a. It is prohibited to share or give existing ID card to non-residents of Gardens of Gulf Cove including relatives.
- b. Persons entering, or remaining in, the recreation center after closing will be trespassing and subject to arrest and prosecution.
- c. Foul or abusive language will not be tolerated and are grounds for suspension of membership privileges.
- d. Children under the age of 14 (may be asked to show ID) must be accompanied by an adult or authorized resident age 18 or older.
- e. No pets, horseplay, skateboards (on all common grounds), rollerblades, bikes or running are allowed in Recreation Center.
- f. The association is not responsible for lost or stolen items at recreation center.
- g. Smoking or vaping is not permitted.
- h. No eating or drinking in the Recreation Center with the exception of water in an unbreakable container
- i. Clean equipment with disinfectant wipes before and after use.
- j. Bathing suit attire is prohibited. Must be fully clothed and dry including shirts and shoes
- k. Billiards tables and workout equipment shall be limited to 30 minutes when other persons are waiting to use it.
- l. Radios and other devices are to be used with headphones.
- m. The restrooms are only available when pool is open for use.
- n. Changing garments in the Recreation Center is prohibited.
- o. Anyone not following rules while at Recreation Center may have your use rights can be suspended.
- p. Persons in possession or under the influence of alcohol or narcotics will be asked to leave or denied access.
- q. Residents are not to touch or adjust in any way GGCPOA radio kept in recreation center.
- r. Bicycles must be parked in the racks provided.
- s. Automobiles and motorcycles must be parked in the parking lot between the painted lines.
- T. Vehicles may be **TEMPORARILY** stopped on the driveway through the Recreation Center portico to discharge or pick up passengers. Long-term parking under the portico is prohibited.

Gardens of Gulf Cove Property Owners Association (GGCPOA)

Tennis, Shuffleboard and Bocce Courts

- a. Shuffleboard courts are open the same as posted pool hours.
- b. All courts are closed if there is lightning within 10 miles.
- c. Tennis and Bocce courts open sunrise to sunset.
- d. When there are other persons waiting to play, the courts may not be used for a period in excess of one hour.
- e. Priority of use shall be given to those who have reserved time in advance.
- f. All courts are limited to the two guest per household rule, unless otherwise approved.



** For more detailed information and clarification, please reference the Gardens of Gulf Cove Property Owner’s Association 2nd Restated Declaration of Covenants & Restrictions Article 7.15.1 through 7.15.7*