



Gardens of Gulf Cove Property Owners Association, Inc.

~ A Deed Restricted Community ~

Checklist for Tenants

A Tenant is defined as any person(s) granted by Owner a temporary right to occupy 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 – no Credit Cards). 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)

\$ 150.00 - 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.
 - ID's must be returned to the management office at the end of your stay.
- 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 Pool/Recreation pass

Additional information on this process and other important rules can be found in the Gardens of Gulf Cove Declaration of Covenants and Restrictions, available at www.TheGardensOfGulfCove.com.
GGC POA rules and regulations are mandatory for owners and their tenants/guests.

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

v.2022.01 E-mail: gardensofgulfcove@gmail.com ~ Website: www.thegardensofgulfcove.com

Gardens of Gulf Cove Property Owners Association, Inc.

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BACKGROUND APPLICATION FOR TENANTS

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

Address of Property in Gardens of Gulf Cove: _____

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.

I understand that Tenants may not keep pets unless the owner of record is in residence, as stated in Article 7.20 of 2nd Restated Declaration of Covenants and Restrictions.

Applicant Full Printed Name

Spouse Full Printed Name

Applicant Signature

Spouse Signature

Social Security #

Social Security #

Date

Date

The lower portion of this form will be disposed after background is complete.

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Property **Owner** or **Owner's agent** is responsible to complete this form

PROPERTY OWNER REGISTRATION - ASSIGNMENT OF RIGHTS (For Tenants/Guests)

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 management office. In accordance with FL Statute 720, it is the responsibility of each Property Owner to update this information with the management 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 occupancy. 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**

The Board of Directors
Gardens of Gulf Cove Property Owners Association, Inc.
Annotated Rules and Regulations for the Common Properties

Introduction; The sheet serves to give a brief on the general rules and regulations for the Gardens of Gulf Cove Common Elements. This does not replace the adopted rules and regulations but serves as a convenience to residents. Gardens of Gulf Cove POA is “family community”, discrimination on the basis of age or familial status violates federal law and will not be tolerated. These rules are at the discretion of the Board of Directors and subject to change.

Definition; Common areas include all areas within Gardens of Gulf Cove POA that are not platted to private owners including sidewalks, roads, drainage areas, lake frontage, clubhouses and parking lots. Common elements are for the exclusive use of residents and their guests.

Maintenance; The Association has the exclusive right to maintain the common elements except lawn maintenance on the grassy strips adjacent to homes and homes and properties that abut lakes up to 30’, in these cases the homeowners are responsible to maintain the properties in accordance with the declaration.

Planting, Building, Painting or Modifying common property is not allowed. Owners violating this rule may be liable for damages to the common elements and the restoration to the original “as built” condition.

Smoking and Alcohol; Smoking, including vaping is not allowed on any common elements. Alcohol is not allowed except at board approved events.

Pools; Pools are open from 9:00 am to ½ before sunset. Actual hours will be posted at the pools. There may be times during season where extra time is needed for maintenance at the discretion of the manager. Pool noodles and foam exercise equipment are the only devices allowed in the pools. NO FLOATS. Swim Diapers only are allowed. There is no food or drink allowed on the pool deck at the clubhouse pool. Picnic tables are provided outside the pool area. Food is allowed at the Rec Center pool upper deck only. No food or drink is allowed on the pool deck itself except water in non-glass containers. Proper attire is required at both pools. Radios and other such devices will be used with headphones. Pools are equipped with lightening detection devices. When the horn blows one long blast, the pools are closed, the area must be vacated quickly. The pools remain closed while the strobe is flashing and until the horn blasts three consecutive times. Pools are closed when the free chlorine level drops below 1mg/L or if pH ranges outside of 7.2 to 7.8.

Rec Center and Clubhouse Use: The Rec Center is open extended hours from 6:00 am to 8:00 PM. The center is unattended, you must use your ID card to gain access. The bathrooms are available for use between 8:00 am and pool closing. Use your cell phone in the event of an emergency, vacate the premises before the closing time. No food or drink (except bottled water) are allowed at the rec center. The clubhouse may be rented for private events. The rental is \$200.00, and a \$200.00 deposit refunded if the property is returned in the same condition as given. All events where the rental is not paid are open equally to all residents.

Parking; There is no parking on the common elements except as follows; The driveways at the clubhouse and rec center during normal business hours, an event or if permission is granted by the association for specific circumstances. The grassy strip that directly abuts an owner’s property between the sidewalk and the road gutter if the vehicle fits fully on the grassy strip. Parking on this strip should not block the view of vehicles approaching intersections and in no case, be parked closer than 20’ or counter to the flow of traffic. Parking enforcement will be relaxed on Christmas Eve and Day, New Year’s Eve and Day, Thanksgiving Day, Fourth of July. Parking will be allowed on certain common elements with approval from the office. Consideration will be given to service or utility vehicles while services are being performed to your home. The vehicle should have its emergency flashers on - or orange safety cones placed StreetSide at the front and rear of the vehicle and not parked closer than 20 feet from the intersection.

Pets; Only owners of record in residence may keep pets. Pets brought on the common elements must be leashed at all times and be under hand control. Owners allowing pets to wander onto private properties may be subjected to trespassing laws. Owners are required to pick up after their pets and dispose waste at their home.

Approved unanimously at a properly called and posted meeting where a minimum of a quorum was present on May 17, 2018

The Board of Directors
Gardens of Gulf Cove Property Owners Association, Inc.
Annotated Use Restrictions

Introduction; The sheet serves to give a brief on the general Use Restrictions on the Private Properties in the Gardens of Gulf Cove POA. This is as a convenience to the owners and is not to be relied upon as a legal document or a conclusive writing of all the use restrictions. Please refer to your Declaration of Covenants and Restrictions provided to you when you purchased your home or as recorded in the Official Records of Charlotte County as instrument #2521240.

Definitions; Gardens of Gulf Cove is a mandatory membership association. All properties platted in Gardens of Gulf Cove owned by individual owners, corporations or trusts are subject to the Declaration of Covenants and Restrictions. Use restrictions only deal with your private property. These are restrictions that either you agreed to when you purchased your property or were voted in by the plurality of owners as described in your Declaration of Covenants and Restriction. Use Restrictions are enforceable at law or in equity. The association maintains a perpetual lien on each property.

Assessments; Each year the assessments are due on January 1, and delinquent after January 31 as your pro-rata share of the operating expense of the association. If you recently purchased your home in GoGC, your assessments for the current year were likely paid at the closing. You will be required to pay all future assessments directly to the association. It is not likely that your assessments are included in your payment to the bank (escrow account).

Maintenance; Yards need to be cut to maintain the grass below 6" including the grassy strip. Grass is not permitted to grow out onto the sidewalk. The board finds that maintaining a yard weed free is not practical, however, weeds are horticulture and must be maintained to less than 6". No weeds along the foundation of the house. Trees need to be maintained, no dead or falling branches. Outdoor furniture is allowed in front of the house, no tables. Recreation equipment, bikes etc. should be picked up and put away when through. Weeds between the slab in the driveway and the sidewalk are the responsibility of the owner to maintain. Homes that abut a lake and less than 30' of common property are the responsibility of the property owner that abuts the lake. If you planted trees or you purchased your home with trees planted in the grassy strip that abuts your property, you are fully responsible for the maintenance and any liability, such as accidents, damage to vehicles etc. arising from the presence of the trees.

Maintenance; House The finish on the house must be maintained and free of mold or other growth. Peeling and missing paint is not allowed. Screens must be intact and fully attached or removed. Broken windows must be replaced in kind. Flags may not be used as curtains. All the shingles on the house must match and be fully intact. Storm damaged roofing must be fixed soon after the storm. Roof must be maintained mold free, black streak free and generally in good condition. Facia, gutters and drip edge must be firmly attached to the house. Garage doors must not be dented.

Maintenance; Fences need to be maintained free of mold and kept plumb with no missing boards or damaged sections. Grass or weeds must not be allowed to grow beyond the 6" height restriction. In cases where there is a one foot gap between two fences both owners are required to maintain their respective 6" of grass or horticulture.

Sheds are limited to one per home and a maximum 10' x 16'. Permits are required. Sheds must be maintained and kept in very good condition with no rust, mold, faded paint etc. The Board finds that reach-in polymer closets and trash container enclosures are not considered sheds if kept out of the sight from the street.

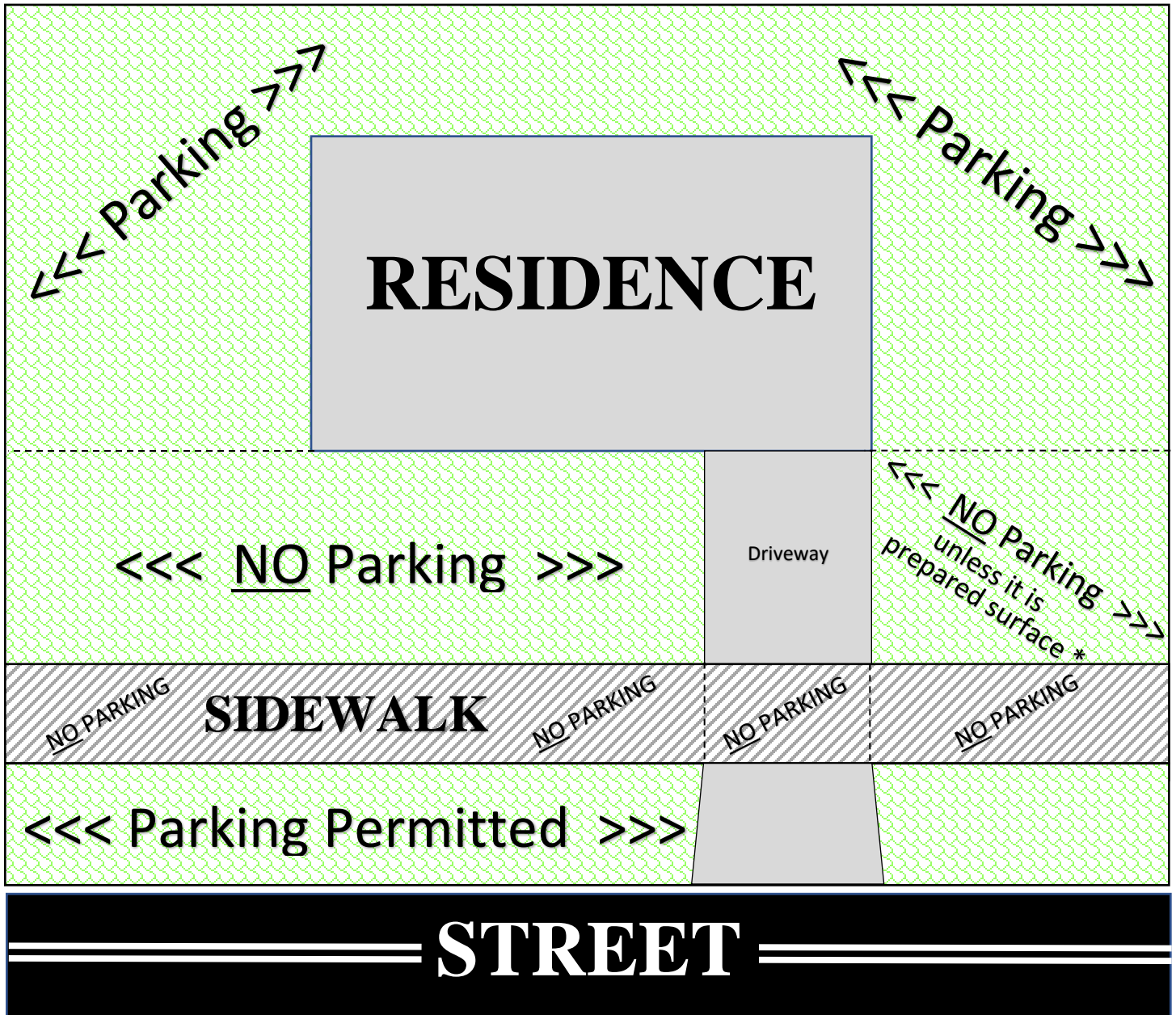
Restrictions when the Owner of Record is not present. Pets are not permitted when the owner of record is not present. You may have a friend stay in your home when you are not present for 10 days per year. You may have an immediate family member stay in your home when you are not there for 30 days per year. Exceeding those parameters creates tenancy and the residents are subject to the approval process. Please see the office personnel.

Rental Restrictions; Pets are not permitted to kept by renters. All rentals, leases or residencies not within the parameters above must be approved in advance by the association, each new tenancy is subject to a transfer fee of \$100.00. Each person over the age of 18 must be on the lease and is required to have a CCIC criminal background check regardless of the nation of residency, each individual background check is \$75.00. Passports are required for foreign nationals. The association reserves the right to interview tenants as a part of the screening process.

Guide Dogs and Comfort Animals are special accommodations made by The Board of Directors. The approval will be conditioned upon receipt of a fully completed and satisfactory Request for Reasonable Accommodation form with the Affidavit of Medical Provider clearly stating that the animal is required as a part of ongoing treatments.

Parking restrictions are overleaf

Helen Raimbeau, Board President
July 25, 2018



** 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*