

I.D.s and Guest Passes

All Owners / Renters **MUST** have an ID to enter the Clubhouse. All guests **MUST** have personal ID on their person at all times. Admittance to the Clubhouse will be denied if the appropriate ID is not available and presented to Security for review.

Clubhouse Tours

All persons wishing to tour the Clubhouse must be accompanied by a C.V.E. resident and the tour should last no longer than one hour. The resident's I.D. must be left with the guard prior to the tour and picked up at completion of tour. If there is a minor coming on the tour, a security guard will need to accompany the party.

There is a guided tour of the Clubhouse Monday through Friday at 10 a.m. No charge and no age limit. Apply at the tunnel entrance accompanied by a resident with a valid I.D.

Guests

1 Day Pass	\$5
2-14 Day Passes	\$10

Reminder: After 29 days, a guest is considered an occupant and, in terms of clubhouse use, a background check must be done.

1 day pass can be issued upon entering the Clubhouse by the I.D. Office (if the I.D. Office is closed, the 1 day pass can be obtained at the Staff Information Office). A pass for more than 14 days is at the discretion of your Board of Directors of your building (only). Approval form must have the signature of the building president and the building seal. Each additional week will be \$25. Guest must always be accompanied by CVE resident to the I.D. Office or a letter from the home owner (when not in residence) giving permission to occupy the condo is required, along with the building president's signature and the building seal. Approval form is available at the I.D. and Staff Offices.

Occupant

Any individual residing in a unit more than 29 consecutive days is considered an "Occupant". A background check is required for recreational facility use.

Guest Privileges

A guest pass entitles the holder to the use of all facilities, with some limitations.

Fitness Center: November 1 through March 31, Guests can only access the Fitness Center after 1pm; April 1 through October 31, guests may use the Fitness Center during the Center's regular hours.

Show Tickets: If space is available, Guests exhibiting a guest pass will be able to purchase show tickets; without the guest pass, guests must be accompanied by a resident or tenant. Guest tickets may have a surcharge added to purchase price.

Classes: Guests with or without a guest pass cannot participate in any classes offered by Recreation, including tennis, swimming or aerobics.

Gate Pass

Relatives who are frequent visitors of a CVE resident must show a valid Florida Driver's License or proof of residency within a 50 mile radius, a Gate Pass form signed by the CVE resident and the Building President and affixed with the Building Seal. Gate Passes are renewed on a yearly basis at the management's discretion. Cost is \$25 per year. Gate Pass form is available at the I.D. Office.

Companion / Nurse / Aide Pass

The Companion Pass requires a 30 day Companion Form signed by the resident. The companion form must also have the Building President's seal. First time Companion Pass requires a picture I.D. This pass can be renewed every 30 days for a \$5.00 fee by presenting the completed form, including the President's seal. The Companion Pass only allows entrance to the Village; it does not provide any recreational privileges.

Car Sticker Regulations

BAR CODE: When you change cars, you must return your bar code (decal) even if in pieces. Remove your bar code and return to the I.D. Office in order to be issued a new bar code at a charge of \$5.00. Unreturned bar codes will be replaced at a charge of \$10.00.

Renter Pass Requirements

1. Signed lease: must not be for less than three (3) months.
2. Certificate of Approval with Building Seal.
3. Owner's I.D. turned in to I.D. Office
4. Cost is \$50 per person per year, which includes a bar code.
5. Background check is required.
6. All tenants must register their vehicle with the ID Office.

When selling your unit

All I.D.s, passes and bar codes must be turned in to the I.D. office prior to closing. Every outstanding item will incur a \$25.00 fee payable at the closing.

There will be no fee exceptions once a unit has closed – i.e. if an item is found and turned in AFTER the closing there will be no refunds.

CONDITIONS

The IDs issued by the I.D. Office belong to Recreation and are held by the resident only so long as it is being used properly and their account is in good standing. Bay Management reserves the right to limit or deny an ID for continued misuse. Bay Management also reserves the right to withhold the issuance of any pass/I.D. card due to rude and inappropriate behavior.

Bay Management / Security is authorized to confiscate all I.D. cards and passes expressly for, but not limited to, the following reasons:

- Inappropriate Behavior
- Expired Passes
- Violation of CVE and Clubhouse Rules
- Illegal Passes, etc.
- Smoking, including Electronic Cigarettes on Recreation Property

NO WEAPONS OF ANY KIND ALLOWED ON RECREATION PROPERTY

NO ANIMALS ON RECREATION PROPERTY

NO SMOKING, INCLUDING ELECTRONIC CIGERATTES ON RECREATION PROPERTY

ALL RULES AND REGULATIONS BY ORDER OF BAY MANAGEMENT CORP