



# The Cape Parkway Condominium Association, Inc.

c/o Coastal Association Services, LLC.

1314 Cape Coral Pkwy East, Suite 205, Cape Coral, Florida 33904

T: 239-689-3080 // F: 1-844-273-1058 // Email: [info@coastalassociation.biz](mailto:info@coastalassociation.biz)

## \*\*\*AUTHORIZATION FORM\*\*\*

**SEPARATE APPLICATIONS ARE REQUIRED FOR APPLICANTS OVER THE AGE OF 18 IF THEY ARE NOT THE SPOUSE OF THE APPLICANT. A COPY OF A VALID DRIVERS LICENSE OR PHOTO ID IS REQUIRED FOR ALL APPLICANT'S OVER THE AGE OF 18.**

By signing, the applicant recognizes that The Cape Parkway Condominium Association, Inc. or its agent Coastal Association Services, LLC. may obtain and verify a consumer credit report, along with an investigation of my background which may include information regarding to my character, banking history, criminal history, present and prior residential history and past and present employment history. I/We agree to indemnify and hold harmless the above Association and its agent, Coastal Association Services, LLC., it's employees, Officers and Directors, affiliates, sub-contractors and agents from any loss, expense, or damage which may result directly or indirectly from information or reports furnished by Coastal Association Services, LLC.

I/We hereby waive any privileges I/We may have with respect to the said information in reference to its release to the aforesaid party. Information obtained on this report is to be released to the Condominium Association Board of Directors and / or screening committee only.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Applicant Printed Name

\_\_\_\_\_  
Applicant Social Security Number

\_\_\_\_\_  
Applicant Date of Birth

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Spouse's Signature

\_\_\_\_\_  
Spouse's Printed Name

\_\_\_\_\_  
Spouse's Social Security Number

\_\_\_\_\_  
Spouse's Date of Birth

\_\_\_\_\_  
Date Signed

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\_\_\_\_\_  
Applicant/Spouse Initials



**APPLICATION FOR OCCUPANCY**  
**PLEASE PRINT IN BLACK INK**

COMPLETE ALL QUESTIONS AND FILL IN ALL BLANKS  
RETURN, WITH A COPY OF THE **LEASE OR PURCHASE CONTRACT** and an  
**Application Fee of \$150.00 per application** made payable to **Coastal Association Services, LLC.**  
We Accept Cash, Business and Cashier's check, Money orders. **(No Personal Checks)**

A CREDIT HISTORY AND BACKGROUND CHECK MAY BE ORDERED AND THE BOARD MAY CONDUCT AN INTERVIEW PRIOR TO APPROVAL. Please allow 20 days for approval after all information is received by Coastal Association Services, LLC.

- **Lease period must be a minimum of 90 days**
- **NO PETS in Leased/Rented units**

**Date of occupancy:** \_\_\_\_\_

Address and Unit being Leased/Purchased: \_\_\_\_\_

Number of people to occupy the unit: \_\_\_\_\_

**Circle one: Purchaser / Renter**

If leasing, please indicate the **Lease Starting Date:** \_\_\_\_\_ **Lease Ending Date:** \_\_\_\_\_

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Spouse's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Other Occupant(s) Residing in Unit – if 18 or older, a separate application is required, as noted Page 1:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Age: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Age: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Age: \_\_\_\_\_

**If Purchasing the home please indicate use:** Permanent Residence: \_\_\_\_\_ Rental: \_\_\_\_\_  
Seasonal Residence: \_\_\_\_\_ Other (Specify): \_\_\_\_\_

**If Purchasing – Official Mailing Address After Closing:**

\_\_\_\_\_

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Name of Current Owner \_\_\_\_\_

Name and Phone Number of Realtor: \_\_\_\_\_

Name and Phone Number of Closing Agent: \_\_\_\_\_

In Case of Emergency Notify:

1. Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

2. Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

**Pets permitted for Owners Only – 1 cat or 1 dog, no more than 20 lbs.**

Do you have any Pets: Yes: \_\_\_\_\_ No: \_\_\_\_\_

If yes, What is the name of your Pet: \_\_\_\_\_

What type/breed is your pet: \_\_\_\_\_

How many pounds: \_\_\_\_\_

**Miscellaneous:**

Do you own a water bed: Yes: \_\_\_\_\_ No: \_\_\_\_\_

Do you smoke: Yes: \_\_\_\_\_ No: \_\_\_\_\_

Do you own real estate: Yes: \_\_\_\_\_ No: \_\_\_\_\_

If yes, please explain where: \_\_\_\_\_

Have you ever been evicted from any rental premises: Yes: \_\_\_\_\_ No: \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you ever been convicted of a felony? Yes: \_\_\_\_\_ No: \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



### Personal Information

Vehicle Type: \_\_\_\_\_ Color: \_\_\_\_\_

License Plate Number: \_\_\_\_\_ State: \_\_\_\_\_

Vehicle Type: \_\_\_\_\_ Color: \_\_\_\_\_

License Plate Number: \_\_\_\_\_ State: \_\_\_\_\_

### Nearest Relative Not Living With You:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_

### Two (2) Work References:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

### Two (2) Personal References (Non-Relative):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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**Personal Reference (Non-Relative):**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Residence History (At Least 5 Years)**

Present Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Dates of Residency: From \_\_\_\_\_ to \_\_\_\_\_

Current Landlord's Name (if applicable): \_\_\_\_\_

Landlord Address: \_\_\_\_\_

Landlords Phone: \_\_\_\_\_

Prior Residency Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Dates of Residency: From \_\_\_\_\_ to \_\_\_\_\_

Prior Landlords Name / Address: \_\_\_\_\_

Landlords Phone: \_\_\_\_\_

**Employment References**

Currently Employed: Yes: \_\_\_\_\_ No: \_\_\_\_\_ Retired: Yes: \_\_\_\_\_ No: \_\_\_\_\_

Applicant #1 Employed By / Retired From: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Length of Employment: \_\_\_\_\_

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Spouse Employed By / Retired From: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Length of Employment: \_\_\_\_\_

**(If Less Than 5 Years At Present Employment)**

Prior Employer \_\_\_\_\_

Length of Employment: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Spouse's Prior Employer: \_\_\_\_\_

Length of Employment: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

EXHIBIT "C"  
COMMODORE I  
THE CAPE PARKWAY  
CONDOMINIUM ASSOCIATION, INC.  
RULES AND REGULATIONS

The Rules and Regulations hereinafter enumerated as to the Association properties, condominium property, the common elements, the limited common elements, and the units, shall be deemed in effect until amended by the Board of Directors of the Association, and shall apply to and be binding upon all unit owners. The unit owners shall, at all times, obey said Rules and Regulations and shall use their best efforts to see that they are faithfully observed by their families, guests, invitees, servants, lessees, and persons over whom they exercise control and supervision. The current Rules and Regulations are as follows:

1. BUILDING APPEARANCE AND MAINTENANCE:

- (a) The sidewalks, walkways, entrances, and stairs must not be obstructed or encumbered or used for any purpose other than ingress and egress to and from the units, nor shall any carriages, bicycles, wagons, shopping carts, chairs, benches, tables, or any other object of a similar type and nature be left therein or thereon.
- (b) Personal property of unit owners shall not be left or stored outside their units.
- (c) No garbage cans, supplies, containers, or other articles shall be placed in or on the walkways, hallways, and entry ways, nor shall any linens, cloths, clothing, curtain, rugs, mops, or laundry of any kind, or other articles be shaken or hung from any of the windows, doors, walkways, or entry ways, or exposed on any part of the limited common elements or common elements. The limited common elements and the common elements shall be kept free and clear of refuse, debris and other unsightly material.
- (d) No person shall allow anything whatsoever to fall from the windows, walkways, entry ways or doors of the premises, nor sweep or throw any dirt, waste or other substances out of the unit or on the common elements of the Condominium.
- (e) Refuse, garbage and recyclable items shall be deposited only in the area provided therefor. All garbage must be bagged and tied. Construction or remodeling waste must be disposed of offsite.
- (f) No unit owners shall make or permit any disturbing noises by himself, his family, servants, employees, agents, visitors, or licensees, nor do or permit anything by such persons that will interfere with the rights, comforts or convenience of other unit owners. No unit owner shall play upon or permit to be operated a phonograph, television, radio or musical instrument in such a manner as to unreasonably disturb or annoy other occupants of the Condominium.
- (g) No exterior radio or television antenna installation, or duct work, or plumbing, or other wiring, shall be made without the prior written consent of the Board of Directors, except as otherwise provided by law.
- (h) No sign, advertisement, notice or other similar material shall be exhibited, displayed, inscribed, painted or affixed, in or upon any part of the units, limited common elements or common elements by any unit owner or occupant without written permission of the Association, except that flags may be displayed in accordance with subsection 10. 7 of the Declaration.
- (i) No inflammable, combustible, or explosive fluid, chemical or substance, shall be kept in any unit or limited common element, except those necessary and suited for normal household use. Unless expressed permission is granted by the Board of Directors, items used for landscape maintenance must be kept in designated areas.

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- (j) Unit owners, residents, their families, guests, servants, employees, agents, or visitors shall not at any time or for any reason whatsoever enter upon or attempt to enter upon the roof of the building.

2. ALTERATION OF CONDOMINIUM: Unit owners are specifically cautioned that their right to make any addition, change, alteration, or decoration to the exterior appearance of any portion of the Condominium is subject to the provisions of the Declaration of Condominium, and is also subject to prior approval of the Association. For example, no unit owner may install screen doors, or apply any type of film or covering to the inside or outside of window or door glass without the prior approval of the Association. All such additions, changes or alterations must be presented in writing to the board of Directors for approval, accompanied by written plans when requested or drawings and specifications. The Board of Directors shall approve such requests only if the Association is protected against, or indemnified as to construction liens and/or claims arising from such work.

3. EMERGENCIES IN OWNER'S ABSENCE: In order that proper steps and procedures may be taken in a minimum amount of time during an emergency situation, the Association shall retain pass-keys ( or combinations when applicable) to all units including garages and storage lockers. The locks of each unit are not to be changed or altered without providing the Association with a duplicate key. Any unit owner who plans to be absent from his unit for an extended period of time defined as more than 72 hours must prepare his unit prior to his departure in the following manner:

- (a) By securing all furniture, plants and other objects in the lanai; and
- (b) By responsibly insuring that water lines entering each unit are secure from leakage, especially the hot water heater, ice maker, washing machine and dishwasher; and
- (c) Remove all personal items from garage area; and
- (d) By designating a responsible caretaker to care for his unit should his unit suffer any damage caused by storms, hurricanes, winds or other violent acts of nature. The Manager and the Association shall be provided with the name of each unit owner's aforesaid designated caretaker.
- (e) Shut off the water line to the unit at the main water shut off located in the storage room where the hot water heater is situated.

4. PETS: Harboring pets is restricted under Section 10.2 of the Declaration. The Board may impose additional reasonable restrictions upon how and where pets may be permitted upon the common elements.

5. PARKING OF VEHICLES: Vehicle Parking is restricted under Section 10.5 of the Declaration. Parking is not intended for the storage of boats, motorcycles, recreational vehicles, motor homes, trailers, semitrailers, house trailers, campers, truck campers, trucks, non-operational or invalidly licensed automobiles. No repairs or maintenance of vehicles may be performed, except emergency repairs. Any vehicles parked in violation of the parking restrictions are subject to towing, with the owner of the vehicle responsible for all costs of towing.





I/We have received, read and understand the Governing Documents/Rules & Regulations of The Cape Parkway Condominium Association, Inc. Further, I/We agree to honor and abide by all of the provisions according to Governing Documents/Rules & Regulations for The Cape Parkway Condominium Association, Inc.

By signing, the applicant recognizes that The Cape Parkway Condominium Association, Inc or its agent Coastal Association Services, LLC. may obtain and verify a consumer credit report, along with an investigation of my background which may include information regarding to my character, banking history, criminal history, present and prior residential history and past and present employment history. I/We agree to indemnify and hold harmless the above Association and its agent, Coastal Association Services, LLC., it's employees, Officers and Directors, affiliates, sub-contractors and agents from any loss, expense, or damage which may result directly or indirectly from information or reports furnished by Coastal Association Services, LLC..

I/We certify that all of the above furnished information is true and accurate, should there be any discrepancies and/or false information provided, I understand that this application is null and void.

As required by law, this information is kept strictly confidential.

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

Spouses Name: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

.



## VEHICLE RESTRICTION ACKNOWLEDGMENT FORM

For All Owners and Renters  
The Cape Parkway Condominium Association, Inc.

- **VEHICLE MODIFICATIONS PROHIBITED**

No vehicles with modified or aftermarket mufflers, exhaust systems, or any alterations that increase engine or exhaust noise are permitted on the property. Such modifications are considered a violation of community rules and local noise ordinances.

- **RENTER VEHICLE LIMITATIONS**

Renters are permitted a maximum of two (2) vehicles per unit. Additional vehicles are not allowed under any circumstances.

- **NO LONG-TERM VEHICLE STORAGE**

Parking spaces are intended for actively used vehicles only.

- Renters may not store a vehicle in a parking spot if it is not in regular use.
- Any vehicle left unused or unmoved for more than two (2) weeks will be considered in violation of this policy and subject to enforcement.
- These parking areas are for active residents' use and not for indefinite storage.

- **DESIGNATED BUILDING PARKING ONLY**

Tenants must park their vehicles only in the designated parking area assigned to their specific building.

- Parking in any other building's lot is strictly prohibited.
- Vehicles found parked outside of their designated area will be subject to immediate towing at the vehicle owner's expense, without further notice.

- **COMMERCIAL VEHICLE RESTRICTIONS**

No commercial vehicles are allowed to be parked anywhere on the property.

- This includes vehicles that are visibly commercial in nature, such as those with racks, ladders, signage, tools, cargo boxes, company logos, or any business-related appearance-even if the vehicle is registered as a private or personal vehicle.
- Commercial vehicles may not be parked overnight or stored on-site under any circumstances.



• **COMPLIANCE & ENFORCEMENT**

- A first violation (excluding commercial vehicle and improper building parking, which may be subject to immediate towing) will result in a written warning.
- Continued or repeated violations may result in fines, revocation of parking privileges, towing, and/or other enforcement actions as permitted by the Association's governing documents.
- Renters in violation may be subject to lease termination.
- Owners are responsible for ensuring that their tenants and guests comply with all parking and vehicle-related rules.

• **ACKNOWLEDGMENT OF RESPONSIBILITY**

The undersigned agrees to inform all household members, tenants, and guests of this policy and accepts full responsibility for ensuring compliance.

Name of Owner/Renter: \_\_\_\_\_

Name of Co-Owner/Co-Renter (if applicable): \_\_\_\_\_

Unit Address: \_\_\_\_\_

Vehicle 1 Make/Model/License Plate: \_\_\_\_\_

Vehicle 2 Make/Model/License Plate: \_\_\_\_\_

Signature of Owner/Renter: \_\_\_\_\_

Signature of Co-Owner/Co-Renter: \_\_\_\_\_

Date: \_\_\_\_\_

**PLEASE RETURN ALL 11 PAGES OF THE COMPLETED & FULLY SIGNED/INITIALED APPLICATION FOR PROCESSING**

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