



Ports of Iona 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

*****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 Ports of Iona 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

Phone Number

Spouse's Signature

Spouse's Printed Name

Spouse's Social Security Number

Spouse's Date of Birth

Date Signed

Phone Number

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**APPLICATION FOR OCCUPANCY
PLEASE PRINT**

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, Cashier's or 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 30 days for approval after all information is received by Coastal Association Services, LLC.

Date of occupancy: _____

Unit being Leased/Purchased: _____ Number of people to occupy the unit: _____

Purchaser / Renter Information:

If leasing please indicate the **Lease Starting Date:** _____ **Lease Ending Date:** _____

Name: _____ Date of Birth: _____

Drivers License Number: _____ Phone Number: _____

E-Mail Address: _____

Spouse's Name: _____ Date of Birth: _____

Drivers License Number: _____ Phone Number: _____

E-Mail Address: _____

Other Occupant(s):

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 for Association purposes:

Name of Current Owner _____

Name and Phone Number of Realtor: _____

Name and Phone Number of Closing Agent: _____

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In Case of Emergency Notify:

1. Name: _____ Phone: _____

Address: _____

2. Name: _____ Phone: _____

Address: _____

NO PETS PERMITTED IN RENTED/LEASED UNITS

Do you have any Pets: Yes: _____ No: _____

If yes, What is the name of your Pet(s): _____

What type/breed is your pet(s): _____

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 willfully and intentionally refused to pay rent when due: 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: _____ Plate # & State: _____

Vehicle Type: _____ Color: _____ Plate # & State: _____



Nearest Relative Not Living With You:

Name: _____

Address: _____

Relationship: _____

Phone Number: _____

Two Work References:

Name: _____

Title: _____

Address: _____

Phone Number: _____

Name: _____

Title: _____

Address: _____

Phone Number: _____

Two Personal References:

Name: _____

Address: _____

Relationship: _____ Phone Number: _____

Name: _____

Address: _____

Relationship: _____ Phone Number: _____



Residence History (At Least 5 Years)

Present Street Address: _____

City, State, Zip: _____ Phone: _____

Your E-Mail Address: _____

Current Landlords Name: _____

Address: _____

Landlords Phone: _____ Dates of Residency: From _____ to _____

Prior Residency Address: _____

City, State, Zip: _____

Prior Landlords Name / Address: _____

Landlords Phone: _____ Dates of Residency: From _____ to _____

Employment & Bank References

Currently Employed: Yes: _____ No: _____ Retired: Yes: _____ No: _____

Employed By / Retired From: _____

Address: _____

Phone Number: _____

Length of Employment: _____ Monthly Salary: \$ _____

Spouse Employed By / Retired From: _____

Address: _____

Phone Number: _____

Length of Employment: _____ Monthly Salary: \$ _____



(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: _____

Bank Reference (Name): _____ Phone: _____

Address: _____ How Long _____

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

By signing, the applicant recognizes that Ports of Iona 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: _____

Applicant Signature: _____

Spouses Name: _____

Applicant Signature: _____



PORTS OF IONA 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, lessees, hired help, and persons over whom they exercise control and supervision. The current Rules and Regulations are as follows:

GENERAL:

- a. Amenities are intended primarily for recreational use by Residents on a nonexclusive basis. No guest other than an overnight house guest is permitted to use these amenities unless accompanied by a Resident.
- b. Walkways along the seawall must remain unobstructed at all times. No canoes, dock boxes, extension cords, rope or line, cables, chairs, planters or any other obstruction is permitted.
- c. All units are restricted to use by a single family and their guests and no immoral, improper, offensive or unlawful will be permitted. No nuisance will be allowed on such property such as to interfere with the common use and enjoyment.
- d. Owners are financially responsible to the Association for damage to the common areas caused by themselves, their tenants, guests and family members. Parents assume full responsibility for the behavior of their children. This includes liability for any damage caused by a child. Residents are responsible for the children of their guests.
- e. Units may not be rented for periods of less than one (1) month. No unit may be leased more than four (4) times in a calendar year. A copy of the Rules and Regulations must be given to the renters and guests by the unit owner or the Manager. No unit may be permanently occupied by a number of persons exceeding the number of bedrooms times two (2) plus one (1). Renters must be registered with the Manager.
- f. The use of barbecue grills shall only be allowed in areas designated as safe and appropriate by the Directors.
- g. The bicycle rack is to be used by owners or renters who are residing at the Ports. It is not to be used for storage while individuals are not in residence. All bicycles in the rack should be identified by a Ports of Iona tag which can be provided by a Board member upon request.

BUILDING APPEARANCE AND MAINTENANCE:

- a. Lawns, shrubbery or other established exterior plantings shall not be altered, moved or added to without permission of the Association.



- b. 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.
- c. Personal property of unit owners shall not be left or stored outside their units.
- d. 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.
- e. 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.
- f. 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.
- g. 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. Quiet time is from 11:00 p.m. through 9:00 a.m.
- h. 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 permitted by law.
- i. 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. All curtains, shades, drapes and blinds shall be off-white in color or lined with material of this color.
- j. 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 express permission is granted by the Board of Directors, items used for landscape maintenance must be kept in designated areas.
- k. Unit owners, residents, their families, guests, 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.



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. 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. For example:

- i. 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.
- ii. The unfinished floor surfaces of all except ground floor units (except foyers, bathrooms, kitchens, utility rooms, terraces or balconies) shall be covered with carpeting to reduce the transmission of noise from one unit to another, and uncarpeted floors shall be covered with cushion type vinyl or other similar type resilient floor covering, provided, however, that if an owner prefers a hard surfaced flooring material such as wood or tile, it will be permitted provided that it is underlain with a sound deadening material that will have the same effect of reducing transmitted sounds in adjoining units to the same level as those from carpeted and resiliently floored units.

EMERGENCIES IN OWNER'S ABSENCE: In order that proper steps may be taken in a minimum amount of time during an emergency situation, the Association shall retain passkeys (or combinations when applicable) to all units including 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 must prepare his unit prior to his departure in the following manner:

- i. By securing all furniture, plants and other objects in the lanai; and
- ii. 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, if absence from the unit is greater than twenty-four (24) hours, the main water supply line must be turned off.
- iii. By designating a responsible caretaker to care for his unit should 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.
- iv. By ensuring that electricity is left on and air conditioner is functional and operating.



PETS: Harboring pets is restricted under Section 10.2 of the Declaration. Owners are limited to one (1) dog. All pets must remain on a leash or be carried at all times while on property. No animals shall be tethered outside of units. All pet fecal matter must be removed immediately to appropriate disposal. Unrestrained animals will be reported to Lee County Animal Control. Pets that are vicious, noisy, or unpleasant are not permitted.

PARKING AREA: Vehicle parking is restricted under Section 10.5 of the Declaration. Parking is not intended for 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. No roller skates or skateboards are permitted. Washing of vehicles is prohibited. Vehicles may be washed next to the Maintenance Building on Harbour Isle Dr. Use of parking permits for tenants and guests may be implemented by the Board as deemed necessary.

SWIMMING POOL AND SPA:

- a. The bathing load of the swimming pool is restricted to thirty-one (31) persons.
- b. The bathing load of the spa is restricted to eleven (11) persons.
- c. No food or drinks allowed in or around the pool and spa within a space of five (5) feet.
- d. A shower must be taken prior to entering the pool or spa.
- e. Suntan oils and lotions clog pool filters and drains. Remove all oils/lotions prior to entering pool or spa.
- f. Towels may not be used to reserve chairs for extended periods of more than one (1) hour.
- g. No glass is allowed by the pool side, anywhere on the pool deck or in the pool or spa.
- h. Proper bathing suits must be worn. No jeans or cutoffs are allowed.
- i. Hair longer than shoulder length must be worn in a cap, braided or tied in a ponytail.
- j. No rafts, inner tubes, balls, inflated toys, rubber toys or similar equipment is allowed in the pool unless during a supervised recreational program. Water wings and safety wings for non-swimmers are permitted except in the spa.
- k. Pool hours are dawn to dusk with the exception of periods of cleaning and/or other maintenance activity.
- l. No pool furniture of any kind will be removed from the area. No pool furniture is allowed in the pool or the spa.



- m. No running on the pool deck. NO DIVING OR JUMPING into the pool or spa.
- n. No electrical devices are permitted in the vicinity of the pool or spa unless battery operated. All such equipment, including radios, tape players, compact disc players, and televisions are to be kept to a minimum sound level.
- o. No animals are allowed on the pool deck or in the pool or spa.
- p. No smoking is allowed in the swimming pool or spa.
- q. Users of the pool, spa, and pool area etc., will place all their garbage, litter and trash in an appropriate trash container.
- r. No unauthorized person will tamper with or adjust the pool filtering equipment or pool/spa heating equipment.
- s. No flotation devices of any kind may be used in the spa by anyone.
- t. Children less than twelve (12) years of age are not permitted to use the spa. Children more than twelve (12) years of age are strictly forbidden to use the spa unless a parent or legal guardian is in the water with them.
- u. Children must be toilet trained to enter the pool. Diapers are not allowed in the pool. Children must wear swimsuits.
- v. Children under the age of twelve (12) years may use the pool when accompanied by a responsible adult. Flotation devices may be used only when the child is supervised directly by the responsible adult and such person is in the water with the child. At no time may a child with a flotation device on be in the pool without a responsible adult being present.
- w. Children who cannot swim must have a responsible adult with them at all times while at the swimming pool.
- x. During periods of low temperatures, the heaters for the pool and spa will not be operational.

TENNIS COURTS:

- a. Tennis hours are between 7:30 a.m. and 9:00 p.m. If courts are lighted, this time will be extended to 10:00 p.m.
- b. The time limit for singles is one (1) hour, and doubles is one and a half (1 ½) hours. Time limits are applicable when other residents are waiting for a court. When there is no one waiting, time limits do not apply as long as the court hours of operation are not violated.
- c. Tennis courts are to be used for their intended sport only.



- d. Proper tennis attire is required on tennis courts. Shirts, tennis shoes and shorts must be worn. No cut off shorts are allowed. Long pants are suitable as are skirts for women if called for by the weather.
- e. Courts can be reserved up to twenty-four (24) hours in advance. Check the sign-up board located at the courts. Be on time for your court. Starting time plus ten (10) minutes is allowed before losing a court.
 - a. Courts are to be broomed and lines brushed after each use.

BOAT BASIN:

- a. Assignment of slips will be made by the Board of Directors. Requests for a slip assignment must be made in writing to the Board of Directors.
- b. Only one boat slip may be assigned to any owner and that slip is to be used only by the owner's boat - no subleasing or renting is permitted.
- c. Slips unoccupied for periods of ninety (90) days or more may be reassigned to another owner.
- d. Boat slips are to be used for boat mooring only. No living aboard overnight, partying or permanent occupancy is permitted.
- e. The maximum length of a boat to be moored in the boat slips will be no more than twenty-six to twenty-eight feet (26-28') to be determined at the discretion of the boat lift operator.
- f. Boats are to be moored securely at both bow and stern.
- g. Engines shall not be run after 8:00 p.m. or before 7:00 a.m. without necessity so as not to disturb residents in the vicinity.
- h. No jet skis of any type are permitted at any time.
- i. When the assignee of a boat slip sells his or her unit, the slip is not automatically transferred to the purchaser of the unit.
- j. No fishing is allowed in the boat basin. This includes fishing from the dock, or the sea wall.
- k. No swimming or wading is allowed.
- l. No anchoring or drifting is allowed.
- m. All vessel ropes, lines, power cords, etc., will be placed so as to avoid hindering foot traffic on the walkways.
- n. Dock boxes are not allowed.
- o. Children under twelve (12) years of age must be accompanied by an adult.



- p. All vessels must be kept in good condition. This applies to all visible equipment used on the vessel. All vessels will have a valid Florida State License and adequate property damage liability insurance coverage.
- q. Designated holding slips used while waiting to be lifted from the saltwater marina area to the freshwater canal area are only for short term use and are not to be used for more than periods of forty-eight (48) hours by residents of the community.

Applicant Name: _____

Applicant Signature: _____

Spouses Name: _____

Applicant Signature: _____

