

# 2019

Rev. 05.15.19



## Seasonal Lease Application



### ***Welcome to Positano Place at Naples.***

We will do our best to make your stay as safe and enjoyable as possible. Please help us by completing this form completely. Fields left blank will delay processing as all information requested is required.

Processing takes no less than seven business days which allows us a more thorough verification to ensure a safe community. Partial packets will not be honored.

At any time throughout your stay we urge you to keep informed and attend our on-property functions as well as read all notices and mailings.

On behalf of the Board and Property Management Staff we look forward to having you here and wish your stay is enjoyable!

Please visit our website: [www.positanoplaceatnaples.com](http://www.positanoplaceatnaples.com)



# Application for Approval to Lease of **90 Days or Less**

All tenants must be included in this form.

Application approval will take no less than seven business days.

Applicant I - <b>Legal Name</b> (Last, First)				DOB	
Current Address <input type="checkbox"/> House <input type="checkbox"/> Condo <input type="checkbox"/> Apartment		Current City		Current State	Current Postal Code
Previous Address <input type="checkbox"/> House <input type="checkbox"/> Condo <input type="checkbox"/> Apartment		Previous City		Previous State	Previous Postal Code
Phone No.		E-Mail Address			
SSN#		Office Use – Received On:		Office Use – Due by:	
Applicant II - <b>Legal Name</b> (Last, First)				DOB	
Current Address <input type="checkbox"/> House <input type="checkbox"/> Condo <input type="checkbox"/> Apartment		Current City		Current State	Current Postal Code
Previous Address <input type="checkbox"/> House <input type="checkbox"/> Condo <input type="checkbox"/> Apartment		Previous City		Previous State	Previous Postal Code
Phone No.		E-Mail Address			
SSN#		Office Use		Office Use	
Applicant III - <b>Legal Name</b> (Last, First)				DOB	
Current Address <input type="checkbox"/> House <input type="checkbox"/> Condo <input type="checkbox"/> Apartment		Current City		Current State	Current Postal Code
Previous Address <input type="checkbox"/> House <input type="checkbox"/> Condo <input type="checkbox"/> Apartment		Previous City		Previous State	Previous Postal Code
Phone No.		E-Mail Address			
SSN#		Office Use		Office Use	
Minors – Use a copy of this sheet for additional adults. (Undocumented residents will be subject to fines and/or eviction.)					
1. _____		2. _____		3. _____	
Name		DOB	Name		DOB
			Name		DOB

## Owner Information

Positano Place Unit Owner (Last, First)		Owner Building / Unit	Owner Contact Number		
Owner Mailing Address (Not Unit)		Owner City		Owner State	Owner Postal Code

## Lease Information

Building #	Unit #	Lease Term:		Office Use
		From:	To:	

**Lease Application Checklist - Incomplete or partial packets will be discarded without notice.**

- \_\_\_\_\_ \* A separate check for \$50.00 **per person**, (all prospects may be on one check) made out to **Positano Place Master** for the tenant background check. This is required by the Association, regardless of owner or agent’s requirements or existing background check source. Social Security numbers must be provided in order to run the background checks.
- \_\_\_\_\_ \* A separate check for Tenant Surety Deposit payable to **Positano Place, Association I-(\$500), II-(\$500), III-(\$500), or IV-(\$500)**. Deposit is refundable less any deduction for violations.
- \_\_\_\_\_ \* New leases and lease renewals are required to schedule an orientation with the Property Manager as part of the approval process. Contact Jadwiga at (239) 262-8382 to schedule this orientation. Please leave a message with return number if she is unable to answer.
- \_\_\_\_\_ \* Lease Application (This document, must be completed and signed by both parties)
- \_\_\_\_\_ \* Provide a legible copy of a current valid driver’s license, State ID or passport for each person 18 years or older. All names listed on the lease must appear on the lease application.
- \_\_\_\_\_ \* Copy of executed Lease provided to the Association, must be signed by tenant(s).

\_\_\_\_\_ I understand that all vehicles on property must be properly permitted with either a tenant/owner sticker, or a visitor tag (during hours of enforcement) regardless of duration.

**I understand that tenants are not permitted to keep a dog in the unit, including seasonal tenants.**

n/a Your parking permits expire on the end date of the lease. YOU MUST RESUBMIT AN UPDATED LEASE APPLICATION AND LEASE AT YOUR RENEWAL WITHIN FIVE (5) DAYS OF LEASE EXPIRATION TO PREVENT YOUR VEHICLE FROM BEING TOWED.

n/a Proof of Contents (Renters) Insurance for a period equal to the lease duration. This must be provided within five (5) business days of tentative approval.

n/a I will receive a mailbox key from my owner/agent. You may also purchase a new mailbox lock with two keys for \$15.00. The lock will be installed for you. Mail will not be delivered unless you completed a change of address form from the U.S. Post Office.

n/a I understand this unit *does / does not* include a garage. Garage No. \_\_\_\_\_

n/a I understand this unit *does / does not* include a storage unit. Storage No. \_\_\_\_\_

Additional copies of the property Bylaws, Rules & Regulations, Events and Property Information can be obtained by calling the Positano Place Property Management Office at 239-262-8382. **All items marked with \* must be included when submitting this form.**

**Deliver Leases to:** Positano Place at Naples  
12910 Positano Circle  
Naples, FL 34105

**Note: Incomplete or partial packets will be discarded without notice.**

# Amenities & Hours of Operation

## Property Management Office Hours: Monday through Friday, 8:30am to 5pm

**Business Center** – The business center consists of two computers with internet, laser printer, fax inbound, and fax outbound (local only) as well as general software. Public wi-fi is offered free of charge in the Clubhouse and pool areas at wireless name “Positano” or “Positano 5Gz”. No username or password is required.

**Clubhouse Usage** – The Clubhouse has two kitchens to offer for events. These facilities should only be used to hold and serve food for your event (no cooking permitted). All events require advance reservation with a \$100 refundable cleaning deposit and \$100 rental fee. Event must also include a Security officer at \$15.00 per hour (plus tax) payable to the guard in cash. Plan to schedule the guard thirty minutes before and after to allow for setup and cleanup. Reservation times cannot extend past 10pm.

**Game Room** – The game room consists of a television with DirecTV feed, billiards and a shuffle board table. Children under the age of 18 must be accompanied by, and supervised by an adult while in the Clubhouse.

**Fitness Center** – The fitness center offers a wide variety of equipment and is available daily from 5:00am to 10:00pm. FOB/remote is required to gain entry outside of Clubhouse hours. Children 13 to 16 must be accompanied by an adult. Children 12 and under are not permitted at any time in the gym.

**Pool, Spa & Lanai** – The heated pool, spa and lanai are available from 8:00am to dusk. Parties of more than eight are required to check in with the office before visiting the pool. All guests must be accompanied by the resident. Security will check each individual and unaccompanied guests will be escorted off the property. FOB/Remote access is required to access the pool, spa or lanai outside of Clubhouse hours. Children 15 and under must be accompanied by an adult at the pool and at the spa. Shirts and shoes are required while in the clubhouse. Bathing suits are not permitted anywhere except the pool, spa and lanai. Do not use the clubhouse as a pass through to the pool area. Squirt guns, balls or items not designed for exclusive pool use are not allowed. No ball-tossing is permitted. All infants are required to wear water-proof diapers. Please remember to use the pool deck showers before entering the pool or spa.

**Property Management** – The offices are open Monday through Friday 8:30am to 5:00pm. Please see Jadwiga or Jack or call us at 239-262-8382. Please contact a realtor or owner for available rentals.

**Emergency After Hours Number** – **1-877-626-8585**. Call only for “fire, flood or blood” type emergencies.

**Dial 911 first for fire or medical emergencies.** Then call the number above to report your emergency. If you see suspicious activity within the community call 911 and then call the office, if during normal business hours or call Security at 239-821-5426. The Sherriff’s Department non-emergency number is (239) 252-9300.

**Parking permits Required for overnight parking.** If towed, call Morley’s Towing. 239-597-6711.