

2023

Rev. 01.11.2023



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



Application for Approval to Lease **30 Days up to 180 Days**

All tenants must be included in this form.

Application approval will take no less than seven business days.

Applicant I - Legal Name (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		Vehicle Make, model, color & plate on property		
SSN#		Emergency Contact Name & Phone		Office use		
Applicant II - Legal Name (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		Vehicle Make, model, color & plate on property		
SSN#		Emergency Contact Name & Phone		Office use		
Applicant III - Legal Name (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		Vehicle Make, model, color & plate on property		
SSN#		Emergency Contact Name & Phone		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

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.

Initial _____ *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.

Initial _____ *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.

Initial _____ *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.

Initial _____ *Lease Application (This document, must be completed).

Initial _____ *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.

Initial _____ *Copy of executed Lease provided to the Association, must be signed by tenant(s).

Initial _____ I understand that all vehicles on property must be properly permitted with either resident sticker, or a visitor permit. Visitor permits have a five-night (consecutive) limit.

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

Initial _____ Your parking permits expire on the end date of the lease.

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 from our website.

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 “Positano5ghz”. 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 \$200 non-refundable rental fee. Event must also include a Security officer at \$35.00 per hour (plus tax) payable to the guard individually. Plan to schedule the guard thirty minutes before and after to allow for setup and cleanup. Reservation times cannot extend past 10pm. Please contact the office for the Reservation Request form. To enter the Clubhouse Friday, after 5pm and Saturday and Sunday, from 1pm to 10pm, you must enter through the fitness center using your FOB for access.

Game Room – The game room consists of a television, billiards and a shuffle board table. Table Tennis or Ping Pong is available in the Clubhouse Lanai area. Children under the age of 18 must be accompanied by, and supervised by an adult while in the Clubhouse or in any gaming area.

Bocce Ball – Available 8am to Dusk. Bocce Ball Court is located near children’s playground area. Equipment may be checked out from the Clubhouse by contacting Clubhouse or Security staff. Court is groomed and maintained by Positano maintenance staff and players should rake the court at the conclusion of play. Children must be supervised at the Bocce Ball court. No children under 12 permitted in the court area.

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 and properly supervised by an adult at the pool and at the spa.** Shirt 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. Violators of the rules posted at the pool area will be escorted out and/or receive possible fines or suspension of use.

Property Management – The offices are open Monday through Friday 8:30am to 5:00pm. Please see Jadwiga or Tina 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 but **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 during normal business hours or call or text Security at 239-821-5426. The Sherriff’s Department non-emergency number is 239-252-9300.