

WINDJAMMER VILLAGE, INC.
APPLICATION FOR APPROVAL TO RENT / LEASE
55 AND OLDER COMMUNITY PHOTO ID IS REQUIRED

WINDJAMMER VILLAGE OF NAPLES, INC.
C/o RESORT MANAGEMENT
815 Bald Eagle Dr. #201
Marco Island FL 34145

PHONE 239-649-5526

FAX 239-403-1061

Unit street address _____ **Unit #** _____

Owned by: _____ **A copy of the lease must accompany this application.**

Rental Beginning Date: _____ **Ending Date:** _____

() I/We apply for approval to lease the Unit listed above.

() I/We represent that the following information is complete and true and agree that any misrepresentation in this application will justify automatic rejection. I/We consent to additional inquiry concerning this application, and if requested will agree to an appearance before the Board of Directors for further questioning.

Please submit this form to rent/lease to Resort Mgmt. along with a check for \$150.00 made payable to Windjammer Village of Naples. Copies of applicant's Driver's License(s). Signed lease must accompany.

Applicant's Name _____ **D.O.B.** _____

Spouse's Name _____ **D.O.B.** _____

Present Address _____ **City** _____ **State** _____ **Zip** _____

Applicant's telephone # _____ **Email address** _____

Applicant's Driver's License# _____ **Spouse's Driver's License** _____

U.S. Citizen? ___ **Male** ___ **Female** ___ if "no" please submit a copy of residency authorization or passport photo

Business or Profession (even if retired) _____

Make of car (s) _____ **Year** _____ **License#** _____ **State** _____

_____ **Year** _____ **License#** _____ **State** _____

Emergency Contact:

Name: _____ **Phone#** _____

Relationship: _____

GENERAL CONDCTIONS

I/We are aware that Windjammer units may be leased a minimum of (30) days or a maximum period of one year.

I/We are aware that the units may not be occupied by more than (2) residents per bedroom. **THIS IS COLLIER COUNTY CODE.**

I/We have read the Rules and Regulations of Windjammer Village, Inc. and agree to comply there with if this application for approval to rent / lease is approved.

	Date	/		Date
Tenant		Tenant		

Office Use Only:

Sales & Rental Committee: _____

Interviewer/Date	Interviewer/Date
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Approved By the Board of Directors	Date
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Application is Denied:
Board of Director _____ **Date** _____

Submit the above forms, documents and application fee to:

**WINDJAMMER VILLAGE OF NAPLES, INC.
 C/o RESORT MANAGEMENT
 815 Bald Eagle Dr. #201
 Marco Island FL 34145**

PHONE 239-649-5526 FAX 239-403-1061

Windjammer Village of Naples, Inc.

Rules and Regulations Form

The purpose of this form is to ensure that all shareholders/homeowners and residents have received a copy of and agree to abide by the revised Rules and Regulations adopted by the Board of Directors

Dated: FEB 17, 2022

I/We (name) _____
The Shareholder (s), Homeowner (s), Resident (s) living at

_____ in Windjammer Village have received a copy of these revised Rules and Regulations and agree to read and abide by these revised Rules and Regulations.

If the Shareholder or Homeowner or Resident is not in residence at the time these Rules and Regulations are distributed, a copy shall be mailed to them at their most recent known address. The mailing of this document and the certification of the mailing list shall serve as agreement by the Shareholder, Homeowner or Resident.

Signature: _____ Date: _____

Signature: _____ Date: _____

Windjammer Village of Naples, Inc.

Pet Form

- You are allowed a maximum of no more than **two (2)** pets per unit. Guests visiting with pet(s) count toward the two (2) pet limit.
- I do not have any pets currently.
- I understand that falsification of information or failure to register my pet will result in revocation or the denial of approval by the Windjammer Village Board.
- I further understand that I am fully responsible for the action of my pet and have read the Rules and Regulations regarding the control of my pet.
- I understand that this Pet Approval is only for this pet and expires when the pet is no longer on the property.

REQUIRED DOCUMENTATION:

- 1. Please Submit a Color Photo of your Pet**
- 2. Attach a copy of the pet's current immunization record**

Owner: _____

Address: _____

Home Phone Number: _____ Work Phone Number: _____

Type of Pet: _____ Weight: _____

Breed: _____ License # / City, State _____

Signature of Owner

Print Name

Windjammer Database Mgr

Date:

BACKGROUND/CREDIT CHECK APPLICATION

PROPERTY INFORMATION				
Address		City	State	Zip Code
Move-In Date	Move-out Date (if applicable)			
PRIMARY APPLICANT				
Full Name		Date of Birth	Social Security Number	
Present Address		Present City	State	Zip Code
Primary Phone Number	Drivers License Number	Primary Email Address		
SECONDARY APPLICANT (IF APPLICABLE)				
Full Name		Date of Birth	Social Security Number	
Present Address		Present City	State	Zip Code
Primary Phone Number	Drivers License Number	Primary Email Address		

I/we authorize Resort Management and Rental History Reports to do a complete investigation of all information provided with my application for residency. I have personally filled in and/or reviewed all information within the application. A complete investigation may include any or all of the following: Credit Report, Criminal Record, Rental History References (including MPHA), Employment Verification, Eviction Records and Personal Interviews with references. This authorization is for this transaction only and continues for (1) year unless limited by state law, in which case the authorization continues in effect for the maximum period, not to exceed (1) year, allowed by law. I acknowledge that Rental History Reports provides reports by written, electronic or verbal instructions to property managers of my choice and does not participate in the approval or denial process, and does not guarantee an approval. My submitting this application below acknowledges and agrees with all terms above and authorizes companies to release rental, eviction, credit and criminal record information. Any controversy or claim arising out of or relating to this agreement, or breach thereof, shall be settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof.

Primary Applicant Signature

Date

Secondary Applicant Signature

Date

WINDJAMMER VILLAGE OF NAPLES, INC.

RULES AND REGULATIONS

Revised: 1-25-2022

ADOPTED: February 17, 2022

Preface

The purpose of the Rules and Regulations is to promote the comfort, safety and welfare of the Residents of Windjammer Village of Naples, Inc. and to protect the investment of Shareholders and Homeowners. Rules and Regulations are distributed to all residents and are available on the Windjammer website. All Residents must sign the Rules and Regulation form to ensure that all Residents are aware of and agree to comply. It must be noted, there are (4) four documents concerning Windjammer Village of Naples, Inc. They include The Articles of Incorporation, The Master Form Proprietary Lease, The Windjammer Village of Naples, Inc. Bylaws and the Rules and Regulations.

Definitions

- A. "Corporation", also referred to as the "Village Management" means Windjammer Village of Naples Inc.
- B. "Shareholders" shall mean person/s owning a share or part of a share in Windjammer Village.
- C. "Homeowners" shall mean the person/s owning a home in the Village without owning the land portion.
- D. "Renter" shall mean the person/s who have a lease agreement with the shareholder in Windjammer Village for more than (30) days per year.
- E. "Guest" shall mean person/s who are visiting, are limited to a total of thirty (30) days or less in any 12- month period.
- F. "Resident" Shall mean Shareholder/ Homeowner and Renter.
- G. "Village" shall mean Windjammer Village of Naples Inc.
- H. "Board" shall mean the Board of Directors of the Corporation.

1.0 Residents, Visitors and Guests

- 1.1 Disputes between neighbors are not the responsibility of the Windjammer Board of Directors. Criminal activity should be reported to the Collier County Sheriff's Office at 239-774-4434.
Comment:-The board is not a legal advisor.
- 1.2 Windjammer Village is zoned for single family homes which are to be occupied only by the Shareholder(s) Homeowner(s) with the following exceptions:
 - A. When a home is owned by only one individual, an additional resident is permitted. (No renting rooms is permitted) The minimum age requirements of Windjammer Bylaw 2.3 apply, and the proper interview procedure is required to be completed.
 - B. Residents may occupy homes as covered in section 3.0 of the Rules and Regulations.
 - C. Shareholders & Renters may have guests for no more than (30) days in any 12-month period. Residents having overnight guests for more than (30) days in a 12-month period shall be required to go through the interview approval process.
 - D. Hardship must be a medical condition of one of the two 55 and over residents and shareholder of the home. A letter must state the hardship, the time frame of the care and be signed by a medical doctor. Based on prior approval of the board before caregiver takes residency, this care can be up to one year.

- 1.3 Nuisances: No owner shall use their unit, or permit it to be used by a guest, invitee, or tenant in any manner which constitutes or causes an unreasonable amount of annoyance or nuisance to the occupant of another unit, or which would not be consistent with the maintenance of the highest standards for a residential neighborhood, nor permit the premises to be used in a disorderly or unlawful way. The use of each unit shall be consistent with existing laws and the cooperative documents, and occupants shall at all times conduct themselves in a peaceful and orderly manner.

2.0 Home and Lot Maintenance

- 2.1 Rents and Maintenance fees are due on the first day of the month at the place designated by the Board of Directors. The fee is delinquent after the fifth day of the month, after which a late fee of \$25.00 is charged. This fee must accompany the monthly payment.

Insufficient fund checks will incur a \$25.00 service charge. A money order will be the only acceptable means of payment for that check. Automatic bank transfer, when possible is encouraged but not mandated.

- 2.2 Residents must keep the exterior of their homes and accessories in good repair, clean, neat, and orderly and their yard well groomed. Minor touch ups and repairs are considered part of home maintenance.

The maintenance of all landscaping including weeding of individual yard/landscape areas and removal of dead/diseased trees, are the responsibility of the Shareholder/Homeowner. In addition, any trees bearing fruit must be maintained and all fallen fruit must be removed and disposed of properly to prevent rodent activity.

Plantings near driveway entrances and street corners should not obstruct driver visibility and resident safety.

Windjammer Management provides lawn mowing and one (1) yearly trimming of palm trees.

Periodic inspections are performed throughout the community.

- 2.3 Prior to leaving the residence for more than thirty (30) days, the Shareholder/Homeowner must deliver to the Management Company an updated Contact Information Sheet via email or mail, with the name and telephone number and email address of the contact person(s) responsible for taking care of the house and yard while away.

All projectiles are to be removed from the exterior of the home before leaving for winter season and leaving during hurricane season.

- 2.3.1 As required by our By-Laws, Coach Lights are our streetlights and are required and must be on from dusk till dawn at all times. Electricity to yard lights of homes must be left on at all times to help furnish after dark security. It is the responsibility of the resident to keep yard lights in good repair and replace bulbs as needed. Yard lights must be white in nature and a minimum 13W fluorescent/ 40W incandescent or LED equivalent. Solar lights are allowed if they meet the 40W requirement.

- 2.4 No commercial business such as power washing, lawn care, roofers etc. will be allowed to operate in the Village on Sundays or holidays except in an emergency. Work is allowed Monday-Saturday from 7AM to dusk.
- 2.5 Any additions and/or modifications to the exterior of homes, including accessories, such as patios, carports, golf cart parking pads, driveways, storage sheds, etc. require approval from the Board or Paint & Home Improvement Committee. **It is the responsibility of the Shareholder/Homeowner to obtain any necessary County Permits. Windjammer Village of Naples, INC. is not responsible for any permitting.**

Painting of homes, driveways and accessories/trim or changing siding, is part of keeping a home in good repair. Every property owner must submit a color chip or paint sample to the Board or Paint and Home Improvement Committee for approval before painting, repainting, or residing their home. Failure to do so may result in a fine and /or suspension of use rights. Repainting to a color approved by the Board of Directors may be required. Repainting will be at the homeowner's expense.

- 2.6 No person or persons shall be allowed to attach anything on the perimeter fence, including but not limited to any decorations, painting, nailing or in any other way to change the appearance of the fence.

No plantings of any kind will be allowed within 3' (three feet) of the fence, the only exception will be existing mature trees. This is to allow for cleaning and maintenance of the fence.

3.0 Renting Homes

- 3.1 Renting homes is permitted. The renter(s) must receive and complete a Rental/ Lease Application located in the file in the Clubhouse, on the Windjammer website or at the management company. In addition, written approval of the Renter(s) must be obtained prior to the renter taking occupancy of the dwelling. Rentals must be for no less than 30 days, and no more than 365 days or one year. Only three (3) leases per year are allowed. A completed application must be approved within (20) twenty days after receipt. The Shareholder/ Homeowner must provide renters with the Rental/Lease Application from the Management Company for completion, and a copy of the Rules and Regulations prior to occupancy.
- 3.2 Renters must abide by the Rules and Regulations. Rental of homes is limited to two (2) persons, one of which must be 55 years of age or older, and the other person a minimum of 45 years of age.
- 3.3 Subleasing a room is not allowed.
- 3.4 Subleasing by renters is not allowed.
- 3.5 No signs offering a home for rent shall be displayed upon the home. A dated notice may be placed upon the bulletin board provided for that purpose in the clubhouse, or the homeowner may use the services of a rental agency.

- 3.6 Shareholders who rent their property give up their right to use the common areas, pool, clubhouse, compound etc. per Florida Statute 719.105.

4.0 Selling Houses

- 4.1 You may sell your home yourself, or through a real estate broker. Applications and required forms can be picked up at the office of the Management Company or on the Windjammer website. A completed application must be approved within (20) twenty days after receipt.
- 4.2 Only one (1) For Sale sign per home is allowed. It shall not exceed 18 by 30 inches. For Sale signs must be placed so as not to interfere with the lawn maintenance.

5.0 Pets

- 5.1 Pets are allowed in the homes in so far as they are not a nuisance nor present a health or safety hazard. No more than two (2) pets (dogs, birds and or cats only) per household will be allowed. All pets must have current rabies vaccinations and licenses per Collier County Regulations. There are 4 pet waste stations in the park for your convenience.
- 5.2 All pets must be on a handheld and secure leash **no longer than 6 ft.** at all times when outdoors. Collier County ordinance and Windjammer Village do not approve of electronic leashes. A pet may not be tethered outdoors, except when in range of a responsible party located outside with the pet. No dog houses, kennels or runs are allowed. You must be on the premise if your dog is secured outside or in the lanai. All residents, guest, and pet walkers are totally responsible for the behavior of their pets. All pets that create a nuisance or a dangerous situation should be reported to the Collier County Sheriff at 239-774-4434. To report stray animals, contact Domestic Services at 239-530-7387.
- 5.3 Pet walkers are required to carry some type of container when walking the pet and must immediately clean up their feces, as per Collier County.

6.0 Parking and Traffic

- 6.1 The speed limit in the Village is 17 miles per hour.
- 6.2 Only persons with a valid driver's license are allowed to operate motorized vehicles. The only exceptions are residents that have disabilities and use motorized vehicles to get around. However, in the state of Florida, a golf cart may not be operated by anyone under the age of 14.
- 6.3 Parking of all vehicles and golf carts on the grass is **strictly** prohibited.
- 6.4 Parking on the street from midnight to 6:00 AM is not allowed. If you have an overnight guest your guest may, use the parking lot near the entrance.
- 6.5 Residents requiring extended parking of extra vehicle are to use the storage compound not clubhouse parking. You must register through the Compound Committee all vehicles, RV's boats etc. present license registration and insurance and pay a refundable deposit for a gate key for this area.

- 6.6 Do not park in your neighbor's driveway without their permission. Vehicles, including golf carts may not be left on blocks or jacks during extended absence of the Shareholders.
- 6.7 Boats, trailers of all sizes and kinds, motorhomes and/or campers are prohibited from parking in yards, streets, driveways, and carports. Exceptions are for the purpose of loading and unloading or cleaning. For these purposes the vehicles/trailers maybe parked for no longer than twenty-four (24) hours, on nonconsecutive days.
- 6.8 No major repair work on cars, trucks, boat motors or other vehicles is allowed in the driveway. Typical automotive maintenance requiring less than a few hours will be allowed. All major repairs are to be done in the compound only.
- 6.9 All vehicles on Shareholders/Homeowners property must have current registration.

7.0 Facilities

- 7.1 Recreational facilities such as common areas are for the exclusive use of Shareholder/Homeowners/ Renters and Guests. Shareholders will be held responsible for damages caused by themselves, their renters, or their guests.
- 7.2 A responsible adult must accompany any guest under the age of 15 years while using the common areas/facilities. Shareholder/Homeowners/Renters will beheld responsible for their guest's behavior while in the village.
- 7.3 Priorities for use of the clubhouse/ facilities are established as follows:
 - A. Regular and special meetings concerning the operation of the village.
 - B. Social events scheduled by the Windjammer Activity Committee.
 - C. Regularly scheduled activities such as, but not limited to bingo, card games, exercises, etc., does not prevent other residents from sharing the clubhouse for use of amenities such as ping pong, billiards, Wi-Fi access , TV viewing, etc. in a respectful manner. Profane language and abusive or inconsiderate behaviors are prohibited.
 - D. Requests for the exclusive use of the Clubhouse must be made through the Windjammer Activity Committee for approval and does not include exclusive use of the pool/spa or Tiki Hut.
- 7.4 Exercise room rules are posted in the exercise room and must be followed.

8.0 Miscellaneous

- 8.1 Only boats that are not gasoline powered are allowed on the Retention Pond.
- 8.2 Soliciting or peddling of any nature is not permitted. Exceptions are food/toy drives that are recognized by the Village.

- 8.3 Signs on the Clubhouse bulletin board (items for sale, homes for rent, wanted to buy or sell, etc.) must be dated and posted on the appropriate bulletin boards and removed after 30 days.
- 8.4 Two (2) types of clotheslines (collapsible umbrella type and retractable) are permitted and must be retracted when not in use.
- 8.5 Waste Management containers (garbage/recycling/yard waste) must not be set out prior to 6:00 PM the night prior to pick up day and must be removed promptly following collection. Call Collier County for large items for Monday pick up. If not picked up, items must be removed from sidewalk until the next pick update.

9.0 **Pool and Spa Rules**

- 9.1 The pool/spa is open from 7:00 AM to 11:30 PM daily while lights are on. When the pool lights are not working after dusk there will be no swimming. (Collier County allows night swimming when lights are on) There is no lifeguard. All residents and their guests must abide by all posted pool/spa signs.
- 9.2 All pool and spa users must wear proper swimming attire (no cut offs allowed). All diapers must be “leak proof swim” diapers.
- 9.3 No smoking within fifteen (15) feet of all the entrances to the Windjammer Clubhouse, or fenced enclosure around the pool. Cigarette smoking, including all electric cigarettes, will be allowed in the designated areas only. Smokers must use ashtrays and empty them in the provided receptacle prior to leaving the designated area. No electronic glass cigarette, pipe or smoking is permissible in any areas adjacent to the clubhouse to include the fenced area around the pool.
- 9.4 Trash must be disposed of properly immediately after all functions.
- 9.5 Profane language and abusive or inconsiderate behaviors are prohibited. Loud radios, skateboards, roller skates, frisbees, balls, inflatable floats or other objectionable items are not allowed in the pool/spa/pavilion area.
- 9.6 When using the pool chairs or loungers, please use a towel or barrier to maintain the cleanliness and condition of the strapping.

10.0 **Posted Rules and Signs**

All rules on signs in common areas including speed limit sign are made part of these Rules and Regulation and are incorporated herein by reference.

11.0 **Enforcement of Rules Procedure**

Enforcement including but not limited to fining, suspension, and arbitration/litigation for violations shall be in accordance with the minimum requirements of the Windjammer Governing Documents and Florida law.