



3525 Northbrooke Drive

Naples, Florida 34119

239-593-3392 / F 239-593-5104

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RENTAL APPLICATION ☐

Applications **MUST** be received a minimum of 30 days prior to move in date!

RENEWAL RENTAL APPLICATION ☐

Renewals **MUST** be received 30 days prior to lease end date

Conditions & Terms for Rental/Lease

CYPRESS WOODS DOCUMENTS REQUIRE RESIDENTS OF RENTAL UNITS TO BE ONE FAMILY

ONLY. Only the following Family units will be considered for approval: a) Two (2) persons

who are legally married, and their custodial children; and b) Not more than two (2) persons who are not married but who reside together, and their custodial children. Children over the age of 21 are not eligible for family golf privileges. Maximum of six (6) persons per condominium unit – exception is Single Family home where maximum is ten (10) persons.

- NO PETS!!
- No Daily, Overnight or Weekly Rental
- No Commercial Activity Allowed
- Single Family Occupancy Only
- 30-Day Minimum Lease, 12-Month Maximum
- Occupants & Guests need Vehicle ID Sticker or Tag

Tenants must comply with all Club, COA/HOA Rules and Regulations. A summary of the Rules and Regulations is attached to this application, which shall be initialed by each Occupant as a condition of approval. **This application form may be completed and signed by the Owner of the unit, or the Rental Agent acting on behalf of the Owner. The signatures of the Owner (or Rental Agent if used,) and Applicant confirms that all statements are true to the best of their knowledge, and that there is a clear understanding of the Cypress Woods community rules for rented units. Further, by completing this application, the Tenant is on notice and hereby agrees that the COA/HOA is authorized to act as the Owner's Agent, with full power and authority to take whatever action may be required including eviction, should the Tenant or their guests, after a written warning from the Club, continue to violate the provisions of the Association's Declaration, Bylaws, Rules & Regulations and/or applicable laws.**

I have read and fully understand the statements above and the Rules and Regulations attached hereto, and I will abide by all rules and regulations of the Club and the prospective HOA/COA.

Signature of Applicant: _____ Driver's License #: _____

Signature of Co-Applicant: _____ Driver's License #: _____

UNIT INFORMATION:

Rental Unit Address _____ Unit # _____

Rental Lease Term Start Date: _____ End Date: _____ ***Please include a Copy of Lease**

APPLICANT INFORMATION:

Name of Tenant _____

Name of Tenant Spouse/Co-Applicant _____

Current Address Street _____

City _____ State _____ Zip _____

Telephone Number _____ Cell Phone Number: _____

E-Mail Address _____

Please state the following for **all other family members who will reside in the unit.**

Name _____ Relationship _____ Date of Birth _____

Name _____ Relationship _____ Date of Birth _____

Office Use Only

Ten: _____ T#: _____

Own: _____ O#: _____

A-D: ____/____/____ - ____/____/____

☐ NSOS ☐ J ☐ CH ☐ IDs ☐ VS

COA/HOA: _____

Pres.: _____ EM

☐ PD ☐ Lease Copy ☐ App ☐ Den

APPLICANT INFORMATION (continued).

Has the applicant, or anyone listed on the application, ever been arrested or convicted of a felony or other crime involving violence?

☐ Yes ☐ No

Has the applicant or anyone listed ever been registered in any location as a Sex Offender or Sexual Predator? ☐ Yes ☐ No

OWNER INFORMATION.

Owner Name _____

Owner Current Mailing Address _____

City _____ State _____ Zip _____

Key Holder Name _____ Key Holder Telephone _____

Will the Club Membership be transferred to the Tenant? ☐ Yes ☐ No CK# _____ Date _____

By choosing **Yes**, I understand that the Club will bill my member account the applicable ***\$250.00 transfer fee***. I understand that when I transfer my membership privileges that I am unable to exercise those privileges during the membership transfer/lease period *(including member account charging privileges and using my annual food minimum)*.

I represent that the above information I have provided is factual and true, I am aware that any falsification or misrepresentation of the facts in the Application will result in a rejection of this Application, or constitute grounds for the Association to void any approval that may be granted. I consent and acknowledge that you may further inquire concerning this Application, particularly a background check investigation, such as a criminal record check or previous rental history inquiry. I agree to be bound by the Declaration, By-Laws, and the Rules and Regulations of the HOA/COA and the Cypress Woods Golf & Country Club. I understand that upon receipt of a totally completed Application, including the Application Fee and a lease acceptable to the Club, the Club has ten (10) days after receipt, to accept or to reject this Application.

CK# _____ Date _____

I agree to all terms and conditions above and agree that the *non-refundable processing fee of \$125.00* will be paid to the Clubhouse Administration Office, either by Owner or by Tenant, prior to Tenant taking occupancy of the leased residence.

Owner Signature _____ Agent Signature (if used) _____

Print Name _____ Print Name _____

Date _____ Agent Phone Number _____

Signature of Applicant _____ Print Name _____

Signature of Co-Applicant _____ Print Name _____

All rental/lease applicants are required to sign the completed Lease Application prior to taking occupancy in the leased residence.

•• Upon arrival, all Tenants must check-in at the Clubhouse Administrative Office. ••

Electronic Signature. Submitting an application through our website constitutes your electronic signature. Any record containing an electronic signature shall be deemed for all purposes to have been "signed" and will constitute an "original" when printed from electronic records established and maintained by the Club or its agents in the normal course of business. Upon the Club's request, user agrees to manually sign or place user's signature on any paper original of any electronic record that the Club provides to user containing user's purported electronic signature.



**APPLICATION FOR
VEHICLE IDENTIFICATION DECAL**

TENANT/APPLICANT, please complete this section.

Date _____

Applicant must have Vehicle Registration for verification at time they pickup decals or hang tags for vehicles.

All lots or units which have a two (2) car garage may have no more than four (4) vehicles, only two (2) of which may be parked overnight outside of the garage. All lots or units with a one (1) car garage or carport may have no more than two (2) vehicles, only one (1) of which may be parked overnight outside the garage. No commercial vehicles of any kind.

Name of Unit Owner (Print) _____

Cypress Woods Address _____ Unit # _____

Name of Rental Applicant/s(Print) _____

License Plate #: Vehicle #1 _____ Vehicle #2 _____

Make/Model: Vehicle #1 _____ Vehicle #2 _____

Color: Vehicle #1 _____ Vehicle #2 _____

Sticker #: Vehicle #1 _____ Vehicle #2 _____

Check the category of Decal or Hang Tag you are applying for:

☐ Decal

☐ Owner/Resident

☐ Annual Member

☐ Annual Renter

Length of Stay (dates) _____ thru _____

Applicant Signature _____ Date _____

•• NO DECALS OR HANGTAGS WILL BE MAILED••

THEY MUST BE PICKED UP AT CLUBHOUSE ADMINISTRATION OFFICE



MASTER ASSOCIATION MEMBERSHIP TRANSFER FORM

UNIT OWNER INFORMATION:

I understand that when I, the Owner, transfer my privileges, that I am unable to exercise those privileges during that time (including charging to my member account and using my annual food minimum). It is my intent to transfer my unit's privileges-in full -to the transferee below.

Name of Owner/Member _____

CW Membership Number _____

Cypress Woods Address _____

Phone Number where you can be reached while Unit is Rented _____

If using an Agency indicate: Name _____ Phone _____

Signature of Owner/Member _____

TENANT (TRANSFeree) INFORMATION: (Only two (2) adults per unit are eligible to get membership ID cards,)

Name _____ Age(s) _____

Name _____ Age(s) _____

Home Address of Transferee _____

City _____ State _____ Zip _____

Phone _____

DATES OF MEMBERSHIP:

Start Date _____ --- End Date _____

TRANSFER MEMBERSHIP FEE IS \$250.00 – NON-REFUNDABLE

Date Paid _____/_____/_____

I understand that I have all the privileges of the Member during the time the membership is transferred to me and I accept all the rules and regulations that come with those privileges.

Signature of Tenant/Transferee: _____ Date: _____

To expedite transfer, please email, mail or fax this form to the Clubhouse Administration Office prior to transfer date.

SUMMARY OF RESTRICTIONS AND RULES

AUTOMOBILES:

1. A copy of the vehicle registration certificate showing the plate number and owner's name is required for all vehicles. Annual residents must display the approved numbered decal on the rear window or bumper.
2. A hangtag is utilized for monthly or seasonal renters. It must be prominently displayed and in plain view either on the dashboard or hanging from the rear view mirror. Vehicle registration must be provided to the office in the clubhouse and a lease must be on hand as well.
3. Vehicles cannot park overnight on the street or anytime on the grass. Parking on paved areas only.
4. For units or homes with 2-car garages, only 4 cars are allowed – 2 to park in the garage and 2 in the driveway. For units or homes with a 1-car garage or carport, only have 2 vehicles are allowed – 1 in the garage and 1 in the driveway.
5. No commercial vehicles, boats, trailers, semi-tractor trailers, motorcycles, house trailers, campers, mobile homes, motor homes, bus, trucks or inoperative or unlicensed motor vehicle of any kind may be parked or kept in the community unless kept in the garage.
6. Garage doors must be kept closed when not in use.
7. House trailers, semi-tractor trailers, campers, buses, motor homes, mobile homes, truck campers and the like are permitted to be parked in the Community for loading and unloading purposes only for a maximum of 4 hours.
8. Vans and trucks with more than one (1) ton carrying capacity or with multiple rear wheels are not permitted.

USE RESTRICTIONS:

1. Tenants shall use the Unit as a family residence only. Multiple families cannot use the Unit at one time or on a "time share" basis. No individual rooms may be rented. Sub-leasing is prohibited.
2. Occupancy is limited to 6 persons in condominium units (2 adults, and up to 4 children age 21 or under) and 10 persons in single family homes (2 adults, and up to 8 children age 21 or under).
3. No conducting of business or commercial activity.
4. Tenants may have overnight guests **as long as the tenant is in residence**. There will be no overnight guests allowed if the tenant is not in residence.
5. No leases shall be less than thirty (30) days or greater than twelve (12) months in length.
6. The Association has the right to approve all renewals and extensions of leases.
7. Nothing shall be done which is, or may become, a source of unreasonable annoyance or nuisance to other residents and their guests.

PETS:

1. Tenants may NOT have pets. If the Association discovers that a Tenant is keeping a pet, the Tenant and Owner will be subject to fines and the Tenant will be subject to eviction.

TRASH:

1. Trash must be kept in containers and placed curbside the day of pick-up or put in designated dumpsters where applicable. The container should be returned to the garage as soon as possible after pick-up and no later than 8pm that evening.

Tenant(s) Initials _____ Date: _____

RECREATIONAL FACILITIES.

1. Swimming pools are accessed with membership card. Bathing suits or proper bathing attire is required. Children under 12 must be accompanied by an adult. No running, loud noises or glassware is allowed. Non potty trained children must wear swimming diapers. No inflatable objects, or smoking is allowed. Food and beverage must be purchased from the Club.
2. Children under 14 are not allowed to use the exercise equipment. No glass of any kind is permitted in the fitness center.
3. Bocce sets can be signed out through the pro shop.
4. Tennis courts may be used at any time during operation hours. USTA rules must be observed. Tennis shoes are to be worn at all times and tank tops t-shirts, running shorts and bathing suites are not permitted. Reservation sign-up sheets are encouraged.
5. Golf renters must be living in the unit for which the privileges are delegated. Golfers must register in the pro shop before playing. The rules of the USGA apply and no more than 4 players per group can play. Proper golf attire is required. All players must have a set of clubs and a golf bag. No coolers are allowed. Walking for the sole purpose of finding balls is not allowed. The Chelsea system is used for tee times. Late cancelations and no-shows will be charged. Golf courtesy and etiquette must be observed. Fees are subject to change.
6. Children residing with a Tenant are entitled to golf privileges if: a) the child is 21 years old or younger; b) the child is not married or cohabitating with a third party; c) the child does not have any children of his or her own; and d) the child resides with the Tenant on a permanent basis or enrolled in college or university. Children under the age of 16 are not able to drive the golf carts and must be accompanied by an adult.

CLUB FACILITIES.

1. This is a non-cash facility and renters can charge with Master Card or Visa.
2. Proper dress is required in the Dining Room. Bermuda shorts or slacks and collared shirts are preferred. Tee shirts cannot have offensive writing or symbols on them. Hats for men and cell phone use prohibited during service hours. No golf shoes or bathing attire in the Clubhouse at any time.
3. Dining Room dress code for dinner is:
 - Men – Collared shirts are preferred, but mock turtleneck and collarless golf shirts are acceptable. Long pants are preferred, but Bermuda shorts are acceptable if worn at the knee or slightly above.
 - Ladies – Dresses or traditional style blouses/tops can be worn with slacks, Capri pants or skirts. Bermuda shorts are acceptable if they fall at or slightly above the knee.
 - Children – same dress code.Cargo shorts or pants, jeans, cut-offs, t-shirts, athletic wear, sneakers, or tennis shoes are strictly prohibited during dinner hours.
4. Parents are responsible for the conduct of their children at all times.
5. Conduct yourself in an orderly fashion at all times. Do not reprimand an employee. If there is a problem, address it in writing to the general manager. The cost of replacing broken, damaged or removed property will be charged to the owner of the unit rented.
6. No food or beverage can be brought into the clubhouse if it is not purchased there.

* *For more detailed information, please consult the complete set of Cypress Woods House and Ground Rules.**

Tenant(s) Initials _____ Date: _____