



**PRINCETON PLACE ONE
CONDOMINIUM ASSOCIATION, INC.**

C/o American Property Management Services
8825 Tamiami Trail East, Naples, FL 34113
Ph: (239) 774-0105 / Fax: (239) 774-0112

APPLICATION FOR LEASE OR GUEST OCCUPANCY

Instructions: Please submit application, agreement and fees at least TWENTY (20) days prior to tenant occupancy to American Property Management Services. Applications received after the 20 day period will require a processing expedite fee of \$100. Any guest who plans to occupies a unit in the absence of the owner for at least seven (7) days in any calendar month shall conclusively be determined to be a tenant and subject to approval pursuant to the terms of the community covenants, in the same manner as a Tenant. All such guests and their vehicles must be registered with the Association.

SUBMIT WITH APPLICATION:

- Copy of Signed Lease Agreement
- \$50 NON-REFUNDABLE application processing fee payable to PRINCETON PLACE ONE CONDOMINIUM ASSOCIATION, INC.
- \$50 NON-REFUNDABLE application processing fee payable to AMERICAN PROPERTY MANAGEMENT SERVICES
- \$100 NON-REFUNDABLE application processing fee received after the 20 day period to tenant occupancy will require a processing expedite fee payable to PRINCETON PLACE ONE CONDOMINIUM ASSOCIATION, INC.
- 2 letters of personal reference

Please type or print legibly the following information:

APPLICATION FOR LEASE GUEST

New Lease/Guest Return Lease/Guest - if so, please indicate previous unit address and occupancy dates _____

Current Owner _____

Property Address _____ Unit # _____

Lease Start Date _____ Lease Ending Date _____ (30-day Minimum)

Name of Rental Agent/Agency Involved _____

Agent's Ph # _____ Agent's Email _____

First Applicant's Full Legal Name _____

Present Address _____ Ph # _____

City _____ ST _____ Zip _____ Cell # _____

Email _____ Driver's License # _____ St _____

Business or Profession (even if retired) _____

*Are you an active service member as defined by Florida Statute 250.01(21)? Yes _____ No _____

Second Applicant's Full Legal Name _____

Present Address _____ Ph # _____

City _____ ST _____ Zip _____ Cell # _____

Email _____ Driver's License # _____ St _____

Business or Profession (even if retired) _____

*Are you an active service member as defined by Florida Statute 250.01(21)? Yes _____ No _____

The condominium documents provide an obligation of unit owners that all units are for single family residence only. Please state the name, relationship and age of all other persons who will be occupying the unit regularly.

<u>NAME</u>	<u>RELATIONSHIP</u>	<u>AGE</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Person to be notified in case of emergency _____

Address _____ Ph # _____

VEHICLES: (No commercial vehicles allowed)

Make/Model _____ Color _____ Yr _____ Tag # _____ St _____

Make/Model _____ Color _____ Yr _____ Tag # _____ St _____

Please initial beside each item below. If you are not in receipt of a copy of the Association Rules and Regulations, please contact the American Property Management Services to obtain a copy.

- A. It is the owner's responsibility to provide a copy of the Rules and Regulations of the Association. I/We understand and agree to abide by the Rules and Regulations of the Association and acknowledge receipt of same. _____ (Initial Here)
- B. I am not a convicted felon, nor is anyone who would reside in the unit. _____ (Initial Here)
- C. I/We understand that tenants and guests are not allowed to have pets. _____ (Initial Here)
- D. I/We understand and agree that no smoking of any kind is allowed in Princeton Place One building, including lanais. _____ (Initial Here)
- E. I/We understand and agree that the Association, in the event it approves a lease, is authorized to act as the owner's agent, with full power and authority to take whatever action may be required, including eviction, to prevent violations by Lessees and their guests, in accordance with the Governing Documents and Rules and Regulations of the Association. _____ (Initial Here)

By signing below, I/We represent that the information provided on this application is factual and correct and agree that any falsification or misrepresentation in this application will justify its disapproval. I/We consent to further inquiry concerning this application, particularly of the references provided.

APPLICANT SIGNATURE

Date

APPLICANT SIGNATURE

Date

Action taken by Board of Directors:

- Applicant Approved
- Applicant Disapproved

Association President / Board Member/Manager

Date

Rules and Regulations For Princeton Place One at Wiggins Bay Condominium Association, Inc.

1. Stairwells, landings, balconies, walkways and entrance ways must not be obstructed by any objects such as bicycles, carriages, chairs, plants, etc., nor should any towels, rugs, mops or other articles be hung or shaken from any balconies or windows
2. All trash must be placed in tightly secured bags and deposited in the building dumpster, please do not put large items in the trash chute. **No trash should be left in the trash rooms on floors 2 through 5.** Cardboard boxes must be broken down before putting in the dumpster. No furniture, appliances or other large items may be placed in the trash room. All recyclables should be placed in recycle bins located on the north side of the parking area.
3. No LP gas or charcoal grills are permitted on Princeton Place 1 lanais. Electric grills are permitted.
4. All children under fourteen (14) years of age must be accompanied by a responsible adult in common areas, **particularly when using facilities such as the pool.**
5. Owner, guests and tenants are requested to comply with the posted rules and regulations and noise ordinances for all common areas.
6. Owners, guests and tenants are requested to wear appropriate clothing and footwear in all common areas.
7. Parking area is for Residents, Renters, and guests vehicles with a current Wiggins Bay barcode or registered pass displayed. No trailers, boats, motor homes or other recreational vehicles are permitted.
8. No repairs of motor vehicles are permitted on common areas.
9. All water must be shut off in the utility closet if leaving the unit unoccupied for more than 24 hours. The hot water heater circuit breaker should be turned off in conjunction with the main water.
10. Owners must store their bicycles in their unit when leaving for an extensive period: they may not be left on the bike rack.
11. No signage of any type may be placed on the condominium property; this includes "For Sale or Lease" signs and advertising or any kind .
- 12 . Contact TERMINIX at 855-456-3631 Cust # 6090175 for an active insect infestation. Do not use this process if you want monthly treatment for insects in your unit. Owners are responsible to provide their own monthly contracts for this service.
13. Owners may have one (1) pet 25 pounds or less in their unit. Owners are responsible for their pet's behavior and shall not be a nuisance to others. **Guests and tenants are not permitted to have pets of any kind.**

**THE BOARD OF DIRECTORS OF BOTH
ASSOCIATIONS IS EMPOWERED TO IMPOSE FINES
FOR VIOLATION OF THE RULES AND
REGULATIONS OF THEIR RESPECTIVE
ASSOCIATIONS.**

WIGGINS BAY FOUNDATION. INC.

BARCODE REQUEST FORM

CHECK ONLY ONE:

___ OWNER ___ RENTER ___ DOCK OWNER ___ CLUB MEMBER

Bar codes are \$10.00 or \$15.00 {portable version} each. You can pay by either CASH or CHECK. Bar codes must be applied by First Service Residential Personnel Only.

ISSUE DATE: _____

APPLICANT NAME: _____

LOCAL ADDRESS: _____

LOCAL PHONE: _____

CELLPHONE: _____

PERMANENT ADDRESS: _____

PHONE: _____

RENTERS SECTION:

Renters must have a copy of lease agreement.

RENTAL DATES: _____

VEHICLE INFORMATION:

MAKE: _____ MODEL: _____ COLOR: _____ YEAR: _____

I have read and understand the Gatehouse Procedures: _____ {Initial}

OFFICE USE BELOW

BARCODE #: _____

CAR REGISTRATION #: _____

DRIVER'S LICENSE #: _____

TAG #: _____

CLUB ID #: _____

First Service Residential
10600 Chevrolet Way, Suite 202
Estero, FL 33928
Phone: 239-257-6962

PRINCETON PLACE ONE AT WIGGINS BAY GATEHOUSE PROCEDURE

1. The Property Manager for Wiggins Bay, Paula Davis- First Service Residential- 239-257-6962 ext. 3303 or paula.davis@fsresidential.com should be called with regards to any emergencies, problems, repairs, or questions.
2. Resident Lane has right of way to guest lane. Please allow residents to clear gate before opening gate for Guest/Vendors.
3. There will be NO “waving” by residents to gain access, regardless if the officer knows the resident or not.
4. Officers are NOT to accept packages or deliveries for residents.
5. Barcode installation will only be done Monday-Friday from 3:00pm-5:00pm.
6. NO campers, RV’s, trailers or commercial vehicles are allowed in the community overnight.
7. Vendors/Contractors are granted access Monday-Saturday from 7:00am-6:00pm with exception of emergency service calls. NO deliveries of any kind on Sunday or Holidays, with exception of the Club.
8. Guests/Vendors MUST be called in prior to their arrival at the gatehouse unless they are on an owner’s permanent list. All will be issued a “Onetime” pass, unless otherwise instructed.
9. Vendors who are on the “Wiggins Bay Preferred Vendors List” should be granted access once the officer verifies they are on the list. No pass is required.
10. Officers are to get from all Realtors their name and company affiliation and the address of the property they are showing. This information should be noted on the call list. You may, in addition, obtain a business card for additional information. NO pass is required!
11. Officers are ONLY permitted to make local phone calls. The gatehouse phone does not allow long distance calls.
12. Officers are NOT permitted to call residents to allow Guests/Vendors access. It is the responsibility of each resident to notify the gatehouse.
13. Guests/Vendors are to be turned away if they are not on a resident’s permanent list, not on the preferred vendors list or not on the call list. Officers should advise Guests/Vendors to pull around the gatehouse to call a resident who should in turn call the gatehouse.
14. All Wiggins Bay Residents are required to have a barcode. In the absence of a barcode, the officer will ask for their name and ask to see their driver’s license. The officer will check the database before allowing entry. Until a resident has obtained a barcode, they will be issued a “Onetime” pass. The officer in addition, will advise the resident that they will need to obtain a barcode, advise them of the days/times they are given out, and provide them with a barcode request form.
15. **All Renters are required to have a barcode.** In absence of the absence of a barcode, the officer check the database before allowing entry. If they have not been entered into the database, the owner will need to call the gatehouse to allow entry. Until a renter has obtained a barcode, they will be issued a **pass good for only three days.** The officer in addition, will advise the resident that they will need to obtain a barcode, advise them of the days/times they are given out, and provide them with a barcode request form.