



# CYPRESS WOODS

## RV RESORT

### **Guidelines for Owner Managed Lot Rentals**

The HOA encourages each lot owner to properly manage the rental of their lot(s). We do require, however, that the following guidelines be followed by you, the owner, and each renter assigned to your lot(s). In doing so, it will insure that the HOA Rules and Regulations are adhered to and your renters experience during their stay at Cypress Woods will be pleasant and free of any violations that could occur.

***To insure proper mail delivery and emergency response situations, all renters MUST sign in at the HOA office upon arrival.***

#### **Resort Website Listing:**

Should you choose to list your lot(s) FOR RENT on the resort website, the owner is required to advise the webmaster each time your lot is rented so it can be removed from the listing. It is very frustrating to potential renters to call and discover the lot is NOT available.

#### **Compliance of HOA Rules and Regulations:**

Both the owner and renter are required to comply with the HOA Rules and Regulations. Any violation that may occur will be addressed with both and enforced. If needed, a copy can be attained by contacting the HOA office.

#### **Renters Reference Information – Prior to their Arrival:**

Providing the following to your Renter will improve the check-in experience and allow them much needed information during the first few hours of their stay:

- ***HOA Rules and Regulation guidelines:*** If a renter violates the Rules and Regulations, a fine could be imposed upon the owner and renter could be asked to leave the community.
- ***Access and Entry into the Resort:***

It is the OWNER's responsibility to complete the **Renter PRE-Registration** form and mail, fax, or email to the HOA office **at least 7 days prior to the arrival of the renter.**

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Fax: 1-239-288-6589

Email : David.Blouir@fsresidential.com

Entry into the Resort can be attained by using the "GATE CODE" or "GATE CARD". If the owner cannot or does not provide a GATE CARD, the Renter will be issued one during registration with a \$25 deposit.

The "GATE CODES" change frequently so it is suggested that renters arrive when the Office or Gate is manned (10AM-3PM) Town and Welcome Center door access procedures will be given to them upon office registration.

- **Mail Delivery:** A Key is needed to access the lock boxes. The owner **MUST** provide a mail box key for the renter.
- **Cable TV:** If the Renter chooses to use the resort provided Comcast Cable service, either the **OWNER MUST** provide the cable box OR the renter will need to secure a box from Comcast. Upon registration, the Renter will be given Comcast contact information.

**NOTE:**

*If the lot is for sale, your lease should have a disclaimer that advises the renter of the process that will be followed should the lot sell during their lease term.*

*If your lot is SOLD during the occupancy of your renter, it is the Owner's responsibility to advise them at least 7 days prior to closing and attempt to provide another rental lot or, if unavailable, they will need to vacate and the owner would refund them for the remainder of their lease.*

We expect and anticipate your cooperation of these Owner Guidelines for your lot rentals. Together we will make anyone's experience at Cypress Woods one that will inspire them to return - season after season!

Your HOA

(1/12/2021)