

PELICAN LANDING CONDOMINIUM ASSOCIATION, INC.

C/O Sunstate Association Management Group, Inc.

PO Box 18809, Sarasota, FL 34276

P: 941-870-4920 | F:941-870-9652

Email: allapplications@sunstatemanagement.com

APPLICATION FOR PURCHASE/TRANSFER

**Return this application to Sunstate Association Management Group
PO Box 18809 Sarasota, FL. 34276. Must include a copy of Driver's
License for all residents over 18 years of age and a **Non-Refundable
Application fee of \$150.00** made payable to Sunstate Association
Management Group, Inc.**

UNIT ADDRESS: _____ PRESENT OWNER: _____

REALTOR/AGENT: _____ PHONE _____

UNIT #: _____ PURCHASE PRICE: \$ _____

CLOSING DATE: _____

APPLICANT INFORMATION

Name: _____ Spouse/Co-occupant: _____

Permanent Address (After Acquisition): _____

Names and Relationship of all person who will occupy the unit:

Current Address: _____ Phone: _____

Contact Phone numbers - Work: _____ Cell: _____

Phone number after acquisition if known: _____ Email

Address(s): _____ Will this

unit be leased by Proposed Owner? ____ Yes ____ No

Pet(s): Yes ____ No ____ if Yes, What Types(s): _____ Weight: _____

Vehicles: Make: _____ Year: _____ Model: _____ Tag: _____

Make: _____ Year: _____ Model: _____ Tag: _____

I/we have received and read the Declaration of Condominium and exhibits, By-Laws and Rules and Regulations and understand that its covenants impose responsibilities and restrictions on each unit owner/occupant at Pelican Landing Association and I/we agree to abide by them. I/we will pay promptly any sums due to the Association, including compensation for any damage to the common elements or Association property.

Signature of Applicant: _____ Date: _____

Signature of Applicant: _____ Date: _____

ASSOCIATION APPROVAL: APPROVED: _____ DISAPPROVED: _____

Signature: _____ Title: _____ Date: _____

Rules and Regulations for Owners and Renters
Revision Oct 2025

Pelican Landing Condominium Association of Charlotte County, Inc.
Sunstate Association Management Group, Inc. 941-870-4920

Owning a condominium is quite different from owning a single-family home. These rules and regulations help explain our Condo Documents and Bylaws to make condo living more enjoyable for everyone. Owners are responsible for their tenants, including financial responsibility for any damage to common element property of the association incurred as the result of their tenants' actions.

1. Common Elements

- Smoking or use of tobacco products of any kind (cigars, cigarettes, vapes, snuff, etc.) is prohibited in the clubhouse and on all paver decks, including the pool area.
- Nothing is allowed to be stored on the common elements without the permission of the Board of Directors.
- Common elements include walkways, stairways, under the buildings, clubhouse, pool area, trash room, elevator rooms, and electrical rooms.
- The management company (see bulletin boards) reserves the right to remove any items that are in poor condition from common areas, including the chair storage areas under Buildings B and E.
- These storage areas are only for the use of on-site residents only.
- The placing of laundry/towels upon the common areas, including railings and lawns is prohibited and will be removed.
- All trash and recyclable items are to be placed in the trash rooms under each building. Trash must be placed in tied bags. Recyclable cardboard/boxes must be broken down. Recyclable items are to be placed individually in bins and not in bags (etc.cans). Plastic Bags should be placed in trash.
- NO FISH CLEANING entrails are to be put in the trash.
- Rules for the use of bins are posted in each trash room.
- Repairs to common elements are to be directed to the management company using the work order forms found in the clubhouse or Pelican Landing website (www.mypelicanlandingcoa.com)
- Questions and concerns may also be directed to the management company through e-mail, the portal, or by phone.

2. Pets

- A unit owner may have only one dog on premises. It must be their own dog and must be kept on a leash when outside the unit.
- A dog may not exceed 30 pounds.
- Owners are not allowed to have guest pets.
- Renters and visitors are not allowed to have pets on Pelican Landing property.
- Service animals ONLY may be approved by the Board of Directors on a case-by-case basis. Service animals are defined by the Americans with Disability Act. Comfort animals are Not considered Service animals.

3. Guests

- Owners are responsible for the behavior and actions of their guests.
- No more than six persons shall live in a unit.
- Tenants occupying a unit assume the owner's responsibilities.

4. Parking

- All vehicles on premises must have a valid and visible Pelican Landing parking permit.
- Owners shall have current Pelican Landing parking stickers. (Valid parking stickers were re-issued starting in 2022. Old parking stickers are NOT considered valid parking stickers)
- Tenants' vehicles must display a temporary parking permit documenting dates of stay for no fewer than 30 consecutive days and no longer than one year.
- These parking permits are available after the Rental/Lease/Occupation Application is approved by the Board.
- Overnight guests must display a Guest pass with the Unit number of the host who assumes responsibility for the guests.
- Day visitors, vendors, and workers will have the name of the tenant/owner whom they are visiting, or the number of the unit displayed on the dashboard on any paper.
- Under building parking is unassigned and on a first-come basis.
- Under building parking is for the use of owners and tenants ONLY. Guest parking is in the marked "VISITOR PARKING"
- Owners may have up to two (2) vehicles on premises and both vehicles require valid Pelican Landing parking identification permanently affixed to the vehicle.
- Failure to have a valid Pelican Parking identification for any vehicle on premises can result in the vehicle being subject to towing at the VEHICLE OWNER'S EXPENSE.

5. Boats and Kayaks - The Association boat committee manages all boat slips.

- For rules on boat slips, trailer storage, and the dock, contact the boat committee (see bulletin board in clubhouse).
- For rules on storage and use of kayaks, see bulletin board in clubhouse.
- Assigned boat trailer parking is ONLY for the use of boats that occupy a boat slip.

6. Social Committee and Clubhouse Usage — The Clubhouse is for the use of the Association and its residents. The Board has designated the Social Committee to facilitate the various social functions and coordinate the equipment and supplies needed.

- Residents may reserve use of the clubhouse for events and pay the required fee.
- For additional information, check the clubhouse bulletin board.

7. Structural Changes

- Any structural changes require the written approval of the Board of Directors. Owners must submit requests via the ARC submission process, found on the Association website.
- No increase in the capacity per circuit breaker in a unit's electrical panel is permitted.
- Tankless water heaters are prohibited as of May 2004.
- No alterations, additions to, or repainting of any common element shall be permitted without Board approval.
- No projecting objects shall be attached or installed on the common elements, with the exception of approved storm/hurricane shutters installed at the owner's option with the Board's approval.
- Shutter installation and maintenance are the owner's responsibility.
- Installation of new flooring on the 2nd level units require soundproofing as of 2022.

8. Grills

- Common grills are provided for the use of residents. No other grills may be used or stored on property. Grills must be used at the site provided.
- Propane is provided by the Association. Notify the maintenance staff if a refill is needed. No personal fuel of any kind is allowed on property.
- Please be courteous and clean the grill after your use for the next person.

9. Elevators — Elevator use is strictly for the transportation of persons and their personal effects.

- Any damage to an elevator (floor, walls, etc). by an owner, contractor or renter actions' is the sole responsibility of the unit owner, and that unit owner will be assessed the damage cost for repair.

10. Entertainment — The playing of electronic devices shall be at a volume that will not interfere with or disturb other residents. Please use common courtesy when running an appliance within your unit so as not to disturb others at odd hours.

11. Recreational Facilities

- At all facilities, including pool, clubhouse, dock and decks, and tennis court, children under twelve must be supervised by an adult.
- Pool / spa rules (see complete list of rules posted at pool / spa).

Pool and Spa Rules Highlights:

1. **NO LIFEGUARD ON DUTY.**
 - a. **Call 911 for emergency assistance.**
 - b. Use at your own risk.
 - c. If you have health conditions consult your doctor.
2. Children under 16 must be accompanied by an adult.
3. No-one under 12 in spa.
4. No pets allowed in pool area.
5. No food, snacks, or glass containers allowed in pool area.
6. No throwing objects in and around pool area, docks, or decks.
7. No running, jumping, or pushing on pool deck or diving in pool.
8. Children in diapers are required to wear waterproof diapers.
9. Association chairs cannot be reserved at pool.
10. Personal chairs must be removed when leaving pool area.
11. Pool hours are dawn to dusk, weather permitting.
12. No night swimming.
13. Pool gates **MUST** be locked at all times.
 - a. Pool Gates must not be propped open.
 - b. **LOCKED POOL/SPA GATES ARE REQUIRED BY LAW.**

12. Miscellaneous

- Any lease of a condominium unit shall not be for less than 30 consecutive days or for more than one year.
- All rental/Lease contracts must be registered with the Management Company and approved by the Board of Directors.
- Renters acknowledge Pelican Landing's rules and agree to abide by them by signing their rental contract.
- Personal advertising is not allowed on any of the building bulletin boards.
- One clubhouse bulletin board and the Association website (pelicanlanding.info) are approved for ads.

13. Good Conduct Policy: Owners and Tenants are fully responsible for the actions and behavior of their guests. At Pelican Landing, we treat each other with dignity and respect, and we expect the same from tenants and their guests. Aggressive language, threats, gestures, or any attempt to act in a manner that inflates a situation due to the direction given by an owner or other appointed PL representative can be reason to have them removed from the property by legal authorities. We will not tolerate improper behavior, words, gestures or any other means of conflict at Pelican Landing.

14. Violations — Violations are subject to Board policy, including warning, and/or fines, removal of property and use of facilities, and /or fines.



APPLICANT'S or EMPLOYEE'S AUTHORIZATION for The National Research Group Inc.
To Conduct Individual Background Searches and Verifications

BACKGROUND INQUIRY RELEASE

I understand that an investigative background inquiry is to be made on myself, including but not limited to verifying identity and prior addresses, checking criminal, driving, and credit histories, verifying education, licensing, and prior employment, checking reason(s) for termination of prior employment, requesting work and other references, as well as checking and verifying other relevant information employment purposes.

I understand that the information and reports developed may include information as to my character, work habits, job performance and experience, along with reasons for termination of past employment. I further understand that for purposes of this background inquiry, various sources will be contacted to provide information, including but not limited to various federal, state, municipal, corporate, private and other sources which may maintain records concerning my past activities relating to possible criminal conduct, civil court litigation, driving history and credit performance, as well as other information.

I authorize, without reservation, any company, agency, party, or other source contacted to furnish the above information. I also hereby consent to the retrieval of the above information and I further understand that to aid in the proper identification of my files or records, I am willingly providing the following information, as well as any other information that may be required and/or requested at a later date.

PLEASE PRINT CLEARLY

> Include Maiden Name and/or Other Names Known By

FULL LEGAL NAME: _____

SOCIAL SECURITY #: _____ DATE OF BIRTH: _____

DRIVER'S LICENSE #: _____ STATE OF ISSUE: _____

CURRENT ADDRESS: _____ Dates: _____

CITY-STATE-ZIP: _____

PRIOR ADDRESS: _____ Dates: _____

CITY-STATE-ZIP: _____

Please Provide ADDITIONAL PRIOR RESIDENCE ADDRESSES For The **LAST 10 YEARS** - Include Dates of Residence Above and Below

Address: _____ Dates: _____

Address: _____ Dates: _____

Address: _____ Dates: _____

Address: _____ Dates: _____

Please Use Reverse Side If Additional Space is Necessary

Please **SIGN**
With Full Legal Name and Date:

APPLICANT'S SIGNATURE: _____ Date: _____

Pelican Landing Condominium Association, Inc.

RESIDENT OCCUPANCY SHEET FOR DIRECTORY AND EMAIL USE PERMISSION

Please provide the information listed below to ensure that we are able to contact you, if there is an emergency and to update our records. Please return this form to Sunstate Management, P.O. Box 18809, Sarasota, FL 34276.

PLEASE SPECIFY ONE MAILING ADDRESS

OWNER: _____

UNIT ADDRESS: _____

LOCAL PHONE#: _____ CELL PHONE #: _____

EMAIL: _____

USE AS MAIN MAILING ADDRESS _____

.....
NORTHERN MAILING ADDRESS: _____

NORTHERN PHONE #: _____

USE AS MAIN MAILING ADDRESS _____

Emergency Contact Name: _____ Tel. #: _____

July 1, 2010 the Florida Legislation enacted a new law governing the publication of owner personal information such as phone numbers, email addresses and alternate addresses. Please indicate below if you do or do not want this information published in the annual owner roster (check one) and sign.

I do want this information published.

I do **not** want my e-mail address published in the annual roster but I **do give authorization** to the Board of Directors or their management designee to contact me by e-mail.

Signature Date

Please Note: If you change your address, it is **YOUR** responsibility to notify management in **WRITING**.