

CHECKLIST FOR PELICAN LANDING LEASES

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

CHECKLIST MUST BE INITIALIZED AND SUBMITTED WITH APPLICATION

- _____ **Ensure check of \$100 to Sunstate Management is included**
- _____ **Ensure check of \$50 to Pelican Landing is included**
- _____ **All 4 pages of document are included**
- _____ **Signature of owner and leasee on all required documents**
- _____ **All rules on checklist are initialed**
- _____ **Verify there are no more than 6 occupants**

*Pelican Landing Condominium Association
of Charlotte County, Inc.*

C/O Sunstate Association Management Group

PO Box 18809, Sarasota, FL 34276

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

Email: allapplications@sunstatemanagement.com

RENTAL/LEASE APPLICATION FORM

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. [A Non-Refundable
Application fee of \\$100.00 made payable to Sunstate Management
and A Non-Refundable Processing fee of \\$50.00 made payable to
Pelican Landing.](#)

Date: _____

TO: Board of Directors
Pelican Landing

NOTE: Lease of a Condominium unit shall not be for less than 30 consecutive days, nor more than (1) year. This application is waived for immediate family members defined as grandparents, parents, children, grandchildren, and siblings of owners.

The undersigned owner of Unit # _____ requests approval of the Board of Directors to rent/lease or allow occupation of said unit to:

Name(s): _____

Address: _____ E-mail: _____

Rental/Lease period from: _____ to: _____

Telephone Number: _____

Renter/Lessee, and Owner understand and agree that the unit will be occupied as a single household dwelling consisting of not more than six (6) persons.

The family which will occupy the unit will consist of the following persons:

	Relationship to Lessee:
1. (Lessee) _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____

Name of Agent involved and their company: _____

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Owner further agrees to abide by Rules and Regulations in the Declaration of Condominium and guarantees their tenant's compliance with the Rules and Regulations which are attached. Renter/Leasee affirms that they have read the Rules and Regulations and agree to comply. Owner and Renter/Leasee understand and agree that non-compliance will be grounds for immediate eviction by the Board of Directors.

Owner's Signature

Renter/Lessee Signature

This package includes the Rental/Lease application and the rules and regulations. All 4 (four) pages must be completed prior to occupancy and returned for approval, before parking passes will be issued.

Return to:

Sunstate Association Management Group, Inc.
P.O. Box 18809
Sarasota, FL 34276
Tel: 941.870.4920 / Fax: 941.870.9652
allapplications@sunstatemanagement.com

Board of Directors Action: Approved _____

Disapproved _____

Date: _____

***Pelican Landing Condominium Association of
Charlotte County, Inc.***

**Prospective Tenants Must Initial Each Rule Signifying Agreement and Understanding
(See below)**

<u>Item</u> <u>[Initial]</u>	<u>Description</u>
_____ 1.	No more than six (6) people shall live in a unit.
_____ 2.	Children under 16 may only use common elements when accompanied by an adult.
_____ 3.	Renters/tenants and their guests are not allowed to have pets on Pelican Landing property.
_____ 4.	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.
_____ 5.	All walkways, parking areas, common doors, and elevators must remain unobstructed. Clothing, towels, or other items cannot be hung on railings. Shoes, beach toys, beach chairs, or fishing gear cannot be left outside on the walkways.
_____ 6.	Bicycle riding and skating are allowed for ingress and egress only. No carts or remote-controlled toys are allowed on the common elements. (Grocery carts excepted)
_____ 7.	Personal items will be kept under the control of their owners and will be removed by them when they leave the common areas. Examples are towels, shoes, clothing, books, electronics, and coolers. Management reserves the right to remove any such items as well as any unusable or rusty items in the storage rooms under B and E buildings.
_____ 8.	There is a garbage room in each building. Please read and follow the instructions posted there. This includes breaking down all cardboard boxes, leaving recyclables in recycle bins loosely – <u>not in plastic bags</u> , bagging trash securely to control pests and odors and closing the trash bins securely.
_____ 9.	No awnings, window air conditioners, antennas, clotheslines, or other objects shall be installed on or attached to any buildings. Views shall not be obstructed in any manner, and common elements are to be free and clear at all times.
_____ 10.	All overnight vehicles MUST have an owner's sticker, temporary pass, or visitors pass easily visible.
_____ 11.	Vendors, workers, or day visitors must have the unit number and the name of the host displayed on paper on the dashboard of the vehicle. These vehicles MUST be parked in the visitors' parking spaces marked with green lines and signs.
_____ 12.	Resident's commercially used pick-ups and SUVs are not allowed.
_____ 13.	As with the on-demand water heaters it is doubtful that electric grid is capable of charging electric cars safely. No additional electric car charging is allowed until this has been researched.
_____ 14.	No repair work on boats or vehicles is permitted on the premises.
_____ 15.	All boats must be registered with the Boat Committee on arrival. The boat must be owned by a Pelican Landing owner or tenant. When all boat slips are occupied, a two-week rotation will begin ensuring a minimum of two weeks per unit on each rotation. Boat size is limited to 22 feet in length.
_____ 16.	There are five (5) dedicated spaces for boats and/or trailers on the north side of Building E. Boat trailers must be for boats of owners and tenants currently using docks premises. A 48-hour transition period is allowed. Boats and/or trailers may not be parked elsewhere on the premises.
_____ 17.	There is a dedicated rack under Building E for canoes, kayaks, paddleboards, sailfins, and paddles. These must be registered on arrival and have the permits displayed on them. Rules and regulations will be given with permits and are also posted in the clubhouse.
_____ 18.	Charging boat batteries using the electrical outlets on the dock is prohibited. No extension cord of any kind should cross the deck/dock area.
_____ 19.	Boat tie-up is prohibited at all portions of the bulkhead, i.e., seawall, at any time.
_____ 20.	The clubhouse can be used for private events by residents. A reservation must be made in advance with the social committee on a first come first served basis. The clubhouse must be left in the same condition as found including supplies. A \$100 deposit is collected when the reservation is made and refunded after an inspection after the event. The management company or Board of Directors has the right to refuse this use if the event may cause a disturbance or annoyance to other residents. The management company will assess the host for all damage, cleaning, and supplies in excess of the deposit.

***Pelican Landing Condominium Association of
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- _____ 21. All clubhouse activities will conclude on or before 11 pm.
- _____ 22. No alcoholic beverages will be served to or consumed by minors in any common areas.
- _____ 23. All equipment in the clubhouse must remain there unless permission is granted by a person on the contact list posted in the clubhouse. The defibrillator is the exception.
- _____ 24. Elevator use is for transportation of persons and their possessions. Deliveries and movers must use appropriate padding to protect the elevators' pathways. Damage must be immediately reported to the management company. The unit owner will correct any such damage at their own expense.
- _____ 25. Residents using electronic equipment will keep the volume at a level that will not interfere with and/or disturb other residents. The volume will be decreased upon request.
- _____ 26. Personal possessions stored on the premises will be marked with the owner's name and unit number. This includes bikes in bike racks and beach chairs in B building storage area.
- _____ 27. Rules are posted at the Chuck Mallek tennis court/pickleball court. Shirts and proper attire are required. Shoes must not mark the court.
- _____ 28. Rules are posted for the Jacuzzi and pool in the pool area. Sand must be removed before entering the pool area.
- _____ 29. Propane and barbeque grills are provided for each building. These are to be cleaned by the person intending to use them. Write a work order for replacing the tanks before they run out. Private charcoal grills are **NOT ALLOWED**.
- _____ 30. Personal advertising is allowed on the Pelican Landing Social Website and the dedicated board in the clubhouse. There shall be NO advertising on the building bulletin boards.
- _____ 31. Pelican Landing Association, Inc. assumes no responsibility for damage or theft of any personal possessions parked or stored in or on the common elements including the pool, courts, clubhouse, or dock areas.
- _____ 32. **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.

As members of the Pelican Landing community, we all have the responsibility of being vigilant for violations of these rules. All residents are expected to report violations to the management company (Sunstate Management Group, Inc. at 941-870-4920). Consequences including warnings, fines and evictions are in place.

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 condominium 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.