

**Park Place West**  
**GUEST FORM**

Guest occupancy when owner is absent requires registration five days prior to occupancy.

All overnight occupants who are not accompanied by owners must be registered with the association through its management company at least five days in advance of their stay.

Said occupants shall be deemed tenants if they reside in the home for more than two weeks. (Tenants must file Lease Application prior to occupancy. No home may be leased until owner has held title for at least 36 months )

Owners are responsible for ensuring guests abide by association rules.

**To: Management and Board of Directors**

Name: \_\_\_\_\_ Address #: \_\_\_\_\_ Tel: \_\_\_\_\_

Please be advised that I/We \_\_\_\_\_ have given permission to the following guests listed below to use our Address \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

from: (Arrival date) \_\_\_\_\_ to (Departure date) \_\_\_\_\_

**Pets: Yes** \_\_\_\_\_ **No** \_\_\_\_\_ **Breed** \_\_\_\_\_

**NAMES OF GUESTS**

**ADULTS 18 & OVER      CHILDREN 17 & UNDER      RELATIONSHIP**

**Vehicle: Make** \_\_\_\_\_ **Model** \_\_\_\_\_

Email \_\_\_\_\_

**NOTE:**

**IN ANY EVENT, GUESTS WILL NOT BE PERMITTED TO STAY WITHOUT THE WRITTEN PERMISSION FROM THE OWNER,** which we expect in advance as stated. Any exceptions to this rule must be approved by the Board of Directors.

**IF ANY PAYMENT, INCLUDING ANY IN-KIND PAYMENTS OR OTHERWISE, HAS BEEN EXCHANGED, YOU ARE A TENANT, NOT A GUEST.** THIS IS A VIOLATION OF THE ASSOCIATION'S DOCUMENTS AS WELL AS COLLIER COUNTY ORDINANCE NO. 2021-45. THE ASSOCIATION SHALL IMPOSE FINES FOR THE VIOLATIONS AGAINST THE OWNER AND/OR OCCUPANT IN THE AMOUNT OF \$100/DAY AND SHALL PURSUE ALL AVAILABLE LEGAL REMEDIES, INCLUDING SEEKING AN IMMEDIATE INJUNCTION TO PROHIBIT FURTHER VIOLATION AND/OR FORMAL EVICTION. THE OWNER AND/OR OCCUPANT SHALL BE LIABLE FOR ANY AND ALL COSTS AND ATTORNEYS' FEES. COLLIER COUNTY CODE ENFORCEMENT WILL BE NOTIFIED AND MAY IMPOSE AN ADDITIONAL \$500/DAY PENALTY FOR VIOLATIONS. **BE ADVISED GUESTS AND OWNERS MAY BE PROSECUTED SEPARATELY AND CONCURRENTLY FOR A VIOLATION OF COLLIER COUNTY CODES AND ORDINANCES.**

Guest Signature

Date

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Owner Signature

Date

Owner Signature

Date

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Board of Directors

Date

Management

Date

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