

The Boulevard Club

Guest Suite Rules and Procedures

2022

Guests

- Use is available for family and other guests of owners of The Boulevard Club. The sponsoring owner of the guest must be in residence during the use period. No person under 21 years of age shall be permitted to occupy the guest suite unless accompanied by one of his or her parents or guardians.
- Maximum capacity is four persons unless a member of the Board of Directors responsible for the management of guest suite approves an exception to this rule in advance.

Reservations and Cost

- Applications for use will be accepted on a “first come, first served” basis mailed or delivered to Newell Property Management. If the reservation is confirmed, full rental and cleaning fees are due, see below prior to guest occupancy. Each stay is limited to a maximum of seven consecutive days with any changes at discretion of Boulevard Club. Approved reservations that are cancelled within 60 days will incur a cancellation fee equivalent to the rate of a 2 day stay per week cancelled and will be added to the homeowner’s maintenance fee account. **All reservations and monies must come directly from the owner.**

Application

In the event more than one request for the same date are received at the same time, the decision will be made by lottery. For Thanksgiving, Christmas, New Year’s and Easter, there will be a 10-day period of time to apply:

- Thanksgiving -**May 21 - 31**
- Christmas and New Year’s - **June 20 - 30**
- Easter - **October 21 – 31**

All reservations for the preceding holidays received during the above dates will be decided on a lottery basis overseen by Newell Property Management. If no owner has applied during this 10 day period, applications for use will be on a “first come, first served” basis as stated in the Reservations and Cost section.

Guests may stay for an additional week, if suite is vacant for the week following original reservation.

- November 16 – April 30 – Except as noted above, requests no earlier than 6 months as and no later than 48 hours from start date for a maximum of seven consecutive days. Guests may stay for an additional week, if suite is vacant for the week following original reservation.
- May 1 – November 15 – Requests for a reservation should be made 48 hours in advance of the stay.

Limitations – The same owner may not reserve guest suite for identical holiday in consecutive years unless guest suite is available within 20 days prior to the requested consecutive date.

Daily Use Base Fee – \$150 per night for in-season and \$110 per night off-season subject to change by the Boulevard Club Board at any time.

Prior to arrival and release of the Guest Suite entry code, Newell Property Management must receive the entire rental amount and cleaning fee.

Procedures

- The weekly rental period is Sunday to Sunday. At sole discretion of Boulevard Club, additional days may be granted subject to availability
- Check-out time is no later than twelve noon PM and check-in time is 2:00 PM or earlier if the suite is available.
- The unit is professionally cleaned between rentals. This expense to the owner must be paid prior to check-in. Cleaning fee is not subject to sales and use tax. See attached application
- Please be sure to lock all windows before departure.

Boulevard Club Owners Responsibilities

- Proper conduct of their guests
- Compliance with the Boulevard Club House Rules and Regulations
- Damage to the apartment and/or loss of guest suite furnishings
- Payment of all of the above fees for their guests
- Payment of other expenses incurred during use except maintenance.

Other Rules

- Boulevard Club House Rules apply including strict prohibition against smoking and pets.
- Guest suite is a de facto extension of the sponsor owner's unit. It is not the equivalent of a hotel room.

Contacts

- Newell Property Management, 5435 Jaeger Road, #4, Naples, Florida (239) 514-1199 [extension 228]

Welcome to The Boulevard Club and Enjoy Your Visit! Please be sure to lock all windows before departure.

The Boulevard Club

Guest Suite Rental Application

The Guest Suite rental is limited to a maximum of 7 continuous nights.
 Maximum number of guests is 6 with no more than 4 adults.
 Rates are \$150 per night in season and \$110 per night off - season.

- If the reservation is confirmed, a non-refundable 50% deposit of the total fee (rent, taxes, and cleaning fee) are due immediately.
- The balance of the rental fee plus the housekeeping charge is due prior to occupancy.
- Local Sales and Use taxes of 10% apply. Cleaning fee is *not* subject to sales and use tax by renter
- Please send this application form and a check (50% Deposit) payable to The Boulevard Club, c/o *Newell Property Management, 5435 Jaeger Rd #4, Naples FL 34109*
- ****Important** All reservations and monies must come directly from the owner.**

My guest(s) understand the Boulevard Club House Rules and Regulations.

 Owner Signature

 Date

Date of Application: _____		_____	
Boulevard Club Owner's Name _____		Unit # _____	
Requested Reservation from _____ to _____		Number of Nights _____	
Number of Guests _____			
Names of all guests: (parent or guardian required if any guest under 21)	1. _____	3. _____	
	2. _____	4. _____	
	5. _____	6. _____	
Guest's home address: _____ _____			
Guest Contact number: _____			
TOTAL AMOUNT DUE BEFORE GUESTS GIVEN ACCESS TO SUITE			
Payable prior to occupancy	Housekeeping fee- not subject to sales and use tax	\$	100.00
	<u>Occupancy charge</u>		
	Number of nights	Rate \$150 <input type="checkbox"/> \$110 <input type="checkbox"/>	
	()	X ()	\$
		Sub Total	\$
		Tax (10%)	\$
		Total	\$

Is Deposit enclosed? YES NO (if "No", application is not complete) – 50% Deposit Check # _____

Guest Suite Rules

No smoking is permitted in the Guest Suite.

All guests must abide by the Boulevard Club House Rules and Regulations.

The Guest Suite is available to Boulevard Club owners and their guests only. Owners are responsible for the conduct of their guests at all times. Guests are subject to the same rules as owners while they are on association grounds. Owners are advised to familiarize their guests with the association's rules and regulations.

The Boulevard Club owner, who rented the suite, is responsible for any damage caused by their guests.

For questions, call Newell Property Management at 239-514-1199

For NEWELL PROPERTY MANAGEMENT office use only.

Approved By: _____ Title: _____ Date: _____