

**Welcome**  
**To**  
**Van Loon Commons**  
**Condominium**  
**Association, Inc.**



*Professionally Managed by*

# Sentry Management, Inc.

6330 Techster Blvd. Suite 1

Fort Myers, FL 33966

Lucia Stiles - LCAM

Phone: 239-277-0112 ext.22

Fax: 239-277-0114

## **Van Loon Commons Condominium Association, Inc**

1117 Van Loon Commons Circle

Cape Coral, FL 33909

[www.vanlooncommons.com](http://www.vanlooncommons.com)

## **TABLE OF CONTENTS**

	<b>Page</b>
Sentry Management, Inc.	1
Welcome to Van Loon Commons	2
Rules, Regulations and Violations	3-4
Frequently asked Questions and Answers	5
Pool, SPA, Clubhouse Rules	6
Grills, Hurricane Shutters, Doors, and Window Treatments	7
Guide to Hurricane Preparedness	8
“To Do” List When Leaving Condo for Season	9
Agreement to Abide by Condominium Documents	Addendum



### **How do I get here from there?**

#### **Directions from Hancock Bridge Pkwy.:**

- Going **West** on Hancock Bridge Pkwy
  - Right onto NE 12<sup>th</sup> Ct.

- Left onto NE 1<sup>st</sup> Terrace
- Right onto NE 11<sup>th</sup> Pl.
- Left onto NE 2<sup>nd</sup> St.
- Left into Van Loon
  
- Going **East** on Hancock Blvd.
  - Left onto NE 10<sup>th</sup> Ave.
  - Right onto Van Loon Lane
  - Left onto NE 10<sup>th</sup> Pl.
  - Right onto NE 2<sup>nd</sup> St.
  - Left into Van Loon

**Directions from NE Pine Island Rd.:**

- Going **West** on Pine Island Rd.
  - Left onto NE 15<sup>th</sup> Ave (Lt. from Mel's )
  - Right onto NE Pine Island Lane
  - Left on NE 10<sup>th</sup> Pl.
  - Left onto NE 2<sup>nd</sup> St.
  - Right into Van Loon
  
- Going **East** on Pine Island Rd.
  - Right onto Cultural Pkwy Blvd. N
  - Left onto NE Pine Island Lane
  - Left on NE 10<sup>th</sup> Pl.
  - Left onto NE 2<sup>nd</sup> St.
  - Right into Van Loon

**VAN LOON COMMONS CONDOMINIUM  
ASSOCIATION, INC.**

New Owner – Information Sheet-2013

Welcome to the community of Van Loon Commons Condominium Association which is governed by its own condominium association documents and rules and regulations.

***Helpful Hints:***

**Leasing:** We have a few rentals that become available from time-to-time. There is a rental application with a *non-refundable fee of \$100.00* that must be completed *before* any rental takes place. Van Loon *requires a security deposit* on yearly rentals that is placed into a Van Loon Escrow Account to cover possible damages to common areas and to cover damages, etc. while moving in/out. Absolutely no rental is to take place for less than a period of one (1) month or without application made with Sentry and approved by the Board of Directors of Van Loon. Call Sentry Management for application and details.

**Quarterly fees:** \$818.00 quarterly fee due the first day of each quarter

**Pets:** Only resident homeowners are to have a pet. The pet must be registered and approved by the Association. Renters are ***not*** permitted to have pets of any kind at any time.

**Vehicles:** Two vehicles are allowed per unit and must be approved and have a sticker to park.

**Water:** Champion Utility (800-336-6033) is the company to call to have the water put into your name.

**Electric:** Florida Power & Light (239) 994-7754 (LCEC)

**Comcast:** Phone (239)432-9277

**Waste Pro:** (239) 945-0800 Disposal of furniture, bedding, TVs, exercise equipment, etc. is your responsibility. You will be fined if you dispose of these items in the dumpster.

**Pest Control:** Notify a Board Member if problem exists.

Please refer to your copy of the Rules and Regulations for additional information.

Again, welcome to our community. Please take the time to meet all your new neighbors and friends. We are very happy that you decided to join us.

*Sincerely,*  
Laura Harper, LCAM

***Management Company:***

Sentry Management, Inc.  
6330 Techster Blvd Suite #1  
Fort Myers, FL 33966

***Property Manager:***

glowman@sentrymgt.com  
Phone: (239)277-0112 x 17  
Fax (239) 277-0114

# Van Loon Commons Condominium Association, Inc.

## MESSAGE TO NEWCOMERS

The Van Loon Commons Condominium Association, its members, residents and the Board of Directors all welcome you to our community. It is a very pleasant place to live with beautiful trees, quiet serene courtyard, swimming pool with SPA, clubhouse with a large sitting room, kitchen, pool table, card room, small library, exercise room and various planned activities throughout the year.

The Condominium Documents, i.e., the Declaration of Condominium, the By-Laws and Rules and Regulations (R's & R's) provide a viable method for you to learn who we are and for our Board of Directors to maintain tranquility. These documents can be found on our website at [www.vanlooncommons.com](http://www.vanlooncommons.com). Whether you are purchasing a unit, own a unit, or leasing one of our few rental units, you will be expected to be familiar with and comply with all covenants that govern Van Loon including but not limited to the summary of R's & R's within this booklet.

**Each individual, each prospective owner and/or tenant** must make **application** with required fee, and if renter, you must make the required ENTRANCE/Exit deposit to Association Escrow Account through our property Management Company. You will be interviewed by them prior to taking possession of or occupying a unit. After application and prior to your interview, our Management Company will obtain a **credit report**, check with your last place of residency, check for validity of your application information and run a nationwide **criminal record check**. The information derived from these records *will be* considered in your interview for approval.

**Once approved**, each adult individual will be expected to have provided all the necessary documents, paid all fees, made any required deposits to Van Loon Escrow Account and read the Rules & Regulations. Each will be asked to sign a statement that he/she has read, understands and will comply with the R's & R's which are printed in this booklet. You will also be expected to abide by Florida Law, the Condominium Act, Chapter 718, and knowingly agree to comply with and be bound by all Covenants of Van Loon Commons, the By-Laws and the Association's Rules & Regulations. Again, welcome to Van Loon Commons. Enjoy your stay with us.

### Board of Directors as of February 2013

Marguerite Kisner, President	<a href="mailto:bermudalass2001@yahoo.com">bermudalass2001@yahoo.com</a>
Chris Jedrzejewski, VP	<a href="mailto:chris-jki@hotmail.com">chris-jki@hotmail.com</a>
Chris Rigotti, Secretary	<a href="mailto:c.rigotti@yahoo.com">c.rigotti@yahoo.com</a>
Paul Weber, Treasurer	<a href="mailto:prw@aol.com">prw@aol.com</a>
Billy Hiatt, Chair of Owners' Meeting	<a href="mailto:hiattb@online.de">hiattb@online.de</a>

## Summary of Rules, Regulations and Violations of Van Loon Commons Condominium Association, Inc.

**Violation:** Written notice of disobeying rules and regulations, governing documents or laws with name of offense (s), remedy for offense (s), consequence of offense (s) and/or not correcting offense (s) in timely manner.

Violations can be one of two types:

1. **Single occurrence** examples include:

- Failure to pick up after one's dog or failure to leash your dog at ALL times
- Routinely speaking loudly on phone on lanai or at pool, having music/TV, conversations or arguments causing a nuisance that disturbs others

2. **Ongoing occurrence** examples include:

- Using the lanai to store tools, toys, bike, unused furniture, garbage, etc
- Leaving a nonworking or unregistered vehicle parked on the lot for a period of days
- A barking dog disturbing others on a somewhat regular occurrence

Other *examples of violations* can include but are not limited to:

- Failure to provide written notice of unit rental
- Rental of unit for less than one month duration
- 30-day rental being more than 30 day rentals and by same person
- Having more than three 30-day minimum duration rentals in a given year
- Leasing to a new renter within same rental term when original renter exited contract early
- Failure of renter to pay utilities or rent
- Failure of owner to pay quarterly fees, special assessments or utilities in a timely manner
- Failure to register and obtain parking permit for vehicle
- Failure to have moving van/ trucks unloaded and moved from property within 48 hours
- Failure to observe **No Smoking** in *all* common areas (this includes e-cigarettes)
- Failure of owner to follow *all* pet rules
  - **One** under 50 lb pet per owner occupied unit (Renters are **not allowed** to have pets)
  - Pet must be registered and approved with Management Company Ex. One non-aggressive breed of dog, one domestic inside cat, one inside caged bird, or one 50 gal. tank of fish
  - Dog must always be leashed (Humane Society will be called to collect unleashed animals)
  - Pick up pet feces with a plastic bag, tie bag securely, place in dumpster
  - Never allow dog to bark excessively or have any pet become a nuisance to others
  - No breeding of animals for personal or commercial uses
- Failure to dispose of trash as posted or recycle newspapers, plastic, glass and cut-down boxes
- **Cat liter** and **baby diapers/Pampers** are to be placed in garbage bag, tied securely and taken to first floor dumpster—Do not put bag down chute as it may open and spill
- Cigarette, cigar waste must be put out with water, placed in a garbage bag and tied securely before placing in trash
- Failure to have unwanted furniture removed properly from premises—**do not** place in dumpster or trash room—call Sanitation Dept. to make arrangements for pick up
- Failure to observe **quiet hours (10:00pm—8:00am)**
- Failure to observe pool rules Ex. Individuals under 16 must be with adult *at all times*
- Entering clubhouse restrooms using main or rear door instead of side door.
- Failure to observe SPA rules Ex. Children under 16 years of age prohibited
- Failure to observe clubhouse rules Ex. Youth under age 18 must be accompanied by an adult
- Playing pool or using exercise equipment requires you to be at least 18 yrs of age
- Wearing swimwear in the main clubhouse area is prohibited
- Failure to observe **15mph speed limit** and stop signs posted on property
- Failure to **turn off loud radio** when entering the association grounds
- Illegal use/storage of grills and /or propane gas tanks as posted on condo bulletin boards
- Allowing construction without board approval and/or licensed contractors and/or at unauthorized dates and/or times
- Failure to give *written notification of intent to install* or *failure to get written approval* by board before installation of hurricane shutters or screen door
- Failure to install approved type/style of hurricane shutters and/or screen door
- Adding permanent fixtures to the lanai is prohibited

- Not removing *everything* from lanai and front door area when you return home for the season or will be gone at least two weeks
- Leaving items on lanai that are not of typical lanai furniture. Prohibited examples include but not limited to, full size appliances, toys, garbage, bike of any type, clothes hanging, old furniture, storage bins or storage shelves
- Allowing children to be without adult supervision anywhere on property
- The riding of bicycles, motorbikes, skateboards, and scooters within grounds are prohibited
- Leaving bikes, skateboards, scooters, etc on any landings or stairs is prohibited
- Loud music or talking loudly on your cell phone in any common area (lanai, pool, etc.)
- Not paying rent or water bill on-time (additional late fees **will** apply)\*
- Failure to pay assessments or quarterly fees on time (additional late fees **will** apply)\*

**\* RENTERS: If owners and/or renters are delinquent on any utility bills, special assessments or quarterly fees, your rent must be paid to management and the owed amounts with added fees and late charges will be taken from said rent until paid-in-full. Please note interest charges will continue to occur as long as there are any outstanding balances.**

- Using illegal substances, manufacturing illegal substances or having possession of with or without the intent to sell any type of illegal substance will mean immediate eviction
- Housing a known felon or sex offender will mean immediate eviction
- Running a business from your unit is not allowed, sales, music lessons, laundry, etc.
- Having police called to your unit for any reason may mean immediate eviction
- Having more than 6 persons in your unit on a permanent basis is not allowed
- Having non rental occupants living in your unit is grounds for immediate eviction
- Sub-leasing a unit in whole or part is not allowed at any time for any reason and means non-renewal of lease to renter and condo rental rights may be forfeited by owner.
- Loitering in unlit places or prohibited areas
- No more than two cars per unit—both must be registered with management
- Failure to park vehicle in assigned space
- Leaving a vehicle parked for extended period of time (ten months) without moving it—car will be towed at owner’s expense
- Vehicle without a license or deemed inoperable will be towed at owner’s expense
- Vehicles that are not registered but staying here permanently will be towed
- Working on your vehicle anywhere on the property
- No wrecked cars are to be towed onto property for any reason
- No motor home or recreational vehicle to be on property at any time
- **DUI** on property is means for immediate eviction and towing of vehicle at owner’s expense
- Commercial vehicles are not allowed unless approved by the Board. It must be your only means of transportation, be of correct size and weight
- No boats or recreation vehicles are to be brought onto property
- When parked, motorcycles must have kickstand on a metal disk that you supply
- Use of motorcycles is dictated by vehicle use rules and regulations
- *No smoking, no e-cigarettes, no use of any type tobacco products, no profanity or racial comments* in common areas or *you will be asked to leave and may lose right-of-use to these areas*
- Destruction of property, defacing property or writing graffiti on premises
- Failure to abide by Van Loon Commons Condominium Association, Inc. governing documents posted at **www.vanlooncommons.com** which include:
  - Federal Law, State Law and Local Ordinances
  - Articles of Incorporation
  - Condominium Declaration
  - Association By-Laws
  - Rules and Regulation Handbook

If violation case is referred to the **Fine Committee**, they will advise the Van Loon Board Directors whether to:

- A. Suspend use of rights to pool, SPA and/or clubhouse
- B. Renter’s lease not be renewed and/or landlord forfeits the right to rent
- C. Levy a fine
- D. Both A and C
- E. Begin Procedures for collection to which owner / renter will be held liable for all costs
- F. Begin Procedures for eviction for which owner / renter will be held liable for all costs

**Van Loon Commons Condominium Association, Inc**

Frequently asked Questions and Answers

As of May, 2013

Q. **What voting rights do I have as a unit owner?**

A. Each unit shall be entitled to one vote to be cast by its owner in accordance with the provisions of the respective By-Laws and Articles of Incorporation of the Association.

Q. **What are the current quarterly fees for owners and when are the due dates?**

A. The current quarterly fees \$818.00 per unit per quarter due on the first day of each quarter.

Q. **What restrictions or terms apply to leasing or renting my unit?**

(a) **Yearly lease:** Pets are not allowed with/without owners' permission. The required \$100.00 non-refundable application fee must be made through our Management Company and approved by the Board of Directors. No portion of a unit (other than entire unit) may be rented. There is to be no sub-leasing or allowing persons who are not listed on the rental agreement to reside in unit on a permanent basis. Van Loon also requires a \$600.00 security deposit be put into to a Van Loon Escrow account to cover any damages to property, carport, elevators, stairs, railings, etc. while moving in/out; damage to common areas, or leaving or having excessive trash, furniture, bedding, etc. left in trash room, landings or at stairwells. These requirements are in addition to any security deposits, or fees your landlord will charge.

(b) **Thirty day lease:** Pets are not allowed with/without owners' permission. All requirements stated in the yearly lease apply except for the security deposit and time frame: No lease shall be approved for less than or more than thirty days or one month. No more than three monthly leases are permitted in any given year. Months cannot be consecutive by same person.

**NOTE: Monies collected above and paid to Van Loon Condominium Association, Inc. are in addition to landlord's requirements for his/her deposits and fees.**

Q. **What restrictions exist in the condominium documents on my rights as an owner?**

A. Owners cannot rent their unit in whole or part without making application to management and getting approval by the Board of Directors. Owners cannot give renters permission to have a pet. Owners' pet privileges are restricted to one pet per unit weighting 50 pounds or less consisting of a dog not listed with Insurance Companies, AKA, or any other animal society as being a dangerous or aggressive breed; an inside domestic cat; a caged bird; or one 55 gallon fish tank. Pets cannot be kept, bred, or maintained for commercial purpose and cannot become a nuisance to neighbors. All pets must be registered and approved by the board and have up-to-date required vaccinations. Dogs must be on leash at all times and owners' are responsible for cleaning up pet wastes immediately after each occurrence. Additional restrictions and information are found in the condominium documents.

Q. **What restrictions, rights or responsibilities do I convey to my renter at Van Loon?**

A. Renters cannot have a pet. Renters cannot speak at owners' meetings or vote on issues. Renters cannot sub-lease the unit in whole or part. Renters have rights to use and responsibility for use of common elements. **Both you and your renter are responsible** for compliance with and consequence for disregard of the R & R's. Failure to do so may mean immediate eviction of renter and/or loss of owner leasing privileges.

Q. **Is Van Loon Commons Condominium Association, Inc. involved in any court cases in which it may face liability in excess of \$100,000? If yes, identify such case.**

A. NO YES \_\_\_\_\_

**NOTE: THE STATEMENTS CONTAINED HEREIN ARE ONLY SUMMARY IN NATURE. A PROSPECTIVE PURCHASER SHOULD REFER TO AND BE FAMILIAR WITH ALL REFERENCES, EXHIBTS HERETO, THE SALES CONTRACT, THE DECLARATION, BY-LAWS AND DOCUMENTS OF VAN LOON COMMONS CONDOMINIUM ASSOCIATION.**



**Supervision and Safety (Pool Rules and Regulations/ Clubhouse Rules)**  
**Law 64E-9.0008 Environmental Health Law**

1. *No smoking, no e-cigarettes, or use of any type tobacco products. No profanity or racial comments* in any common areas will be tolerated. You **will be** asked to leave the area and may lose right-of-use to these areas.
2. No smoking, food, drinks, animals or anything glass or in pool/spa or on pool/spa deck
3. Water to drink must be in a closed plastic container
4. Decks must have a minimum *four foot wide unobstructed width* around the entire pool perimeter
5. Bathing Load: Twenty-five (25) persons in pool—Five (5) persons in the spa
6. Pool hours: 8 am to 6:30 pm (Eastern Standard) or half hour after Dawn to Dusk
7. Shower *before* entering
8. Do **NOT** drink the water in the pool, spa, shower, or bathroom
9. To enter restrooms from pool use only side door—not front or rear doors
10. Children's Pool Parties are not allowed at any time for any reason
11. **No running, Jumping, Diving, Horseplay or Night Swimming**

**Pool Rules-** (Limit of two guests)

1. Children under the age of fourteen (14) years of age must be accompanied by a responsible adult per each two children when entering and/or utilizing the pool.
2. Boogie boards, surfboards and large floats will not be permitted in the pool.
3. Small infant floats, noodles, water wings or other small flotation devices will be allowed.

**Spa Rules-** (Limit of two guests) Children under 16 are prohibited

- Persons with heart problems, stroke, circulation problems, other health issues or certain physical conditions should not use spa
- People using alcohol, narcotics or other drugs that cause drowsiness ***should not use spa pool***
- **Maximum** use is 15 minutes at 102°
- Pregnant women prohibited
- Food / Drinks are *not* permitted in/or around the spa, or spa deck
- Please see the sign posted at the spa for specific rules governing the spa
- To turn spa on
  - Use the bottom black box only.
  - Make sure the red box is never opened because it will set off an alarm and the fire department will respond.
  - If the fire department responds, there will be a fee and a fine due from you.

**Clubhouse Rules-**(Limit of two guests) *Under 18 yrs of age must have adult supervision*

- Clubhouse hours are 8:00am—10:00pm
- No smoking, tobacco use of any kind or loitering
- No swimwear allowed except in restrooms
- No food unless it is an association event or rented outside function.
- Pool is **NOT** included in clubhouse rental. Event attendees are **NOT** allowed in pool area
- Shoes at all times

**Fitness Center Rules-** (Limit of two guests)

- Must be 18 years of age to enter the Fitness Center
- Smoking and food is not permitted
- Water or sport drink must be in a closed plastic container
- Children under the age of eighteen (18) years of age are prohibited

**Billiards and Card/Game Room Rules-** (Limit of two guests)

- You must be 18 years of age to use the billiard tables or play cards
- Must be a minimum of 18 years of age to enter the Billiards Room to watch a game or be accompanied by an adult
- Smoking of any type or tobacco use of any kind, food and drinks are not permitted

# Grills & Fire Code Requirements



Play it safe!—Please—no charcoal or gas grills.

## Cooking on Balconies

The Florida Fire Prevention Code prohibits any cooking on a balcony of an apartment or condominium. The only exception is for **listed electrical** cooking appliances such as an electric grill.

## Storage of L.P. Gas or Gas Grills

The Florida Fire Prevention Code also prohibits the storage or use of L.P. gas in quantities greater than 1 pound above the first floor in any apartment or condominium. Therefore, L.P. gas grills cannot be stored on a balcony. It is important to note that L.P. gas cylinders cannot be stored inside the residential unit, in a storage unit or anywhere above the first floor.

## The specific code sections are as follows:

NFPA 1:10.11.7 For other than one and two-family dwellings, no hibachi, gas-fired grill, charcoal grill, or other similar devices used for cooking, heating, or any other purpose, shall be used or kindled on any balcony or under any overhanging portion or within 10 feet (3 m) of any structure. Listed electric ranges, grills, or similar electrical apparatus shall be permitted. (Per NFPA 1, Uniform Fire Code, Florida 2007 Edition)

NFPA 1:69.5.3.5 **Storage Within Residential Buildings.** Storage of cylinders within a storage area in multiple-family buildings and attached garages shall be limited to cylinders each with a maximum water capacity of 2.7 lb (1.2 kg) and shall not exceed 5.4 lb (2.4 kg) aggregate water capacity for smaller cylinders per each living space unit.

**PLEASE NOTE:** *Many condominiums or apartment complexes have regulations on the use of barbecue grills that exceed fire code requirements. Please check with your management staff to see what requirements or exceptions apply to use of grills at your complex.*

~~~~~

## Hurricane Shutters, Screen Doors and Window Treatments

Before installing hurricane shutters and screen doors you must get approval in writing from the Board of Directors. Shutters and doors must meet style, color, and hurricane regulations which will be given you when your application is approval.

All *window treatments* (curtains, blinds, plantation shutters.etc.) placed on the inside of your condo or on your lanai must *show white* on the side *facing outwardly*. **No permanent fixture** is to be added to the lanai.

**NOTE:** *No smoking, no e-cigarettes, or use of any type tobacco products. No profanity or racial comments* in any common areas will be tolerated. *You will be* asked to leave the area and may lose right-of-use to these areas.

# A GUIDE TO HURRICANE PREPAREDNESS

**Hurricane Watch:** Hurricane conditions are *possible*, **usually within 36 hours**  
**Hurricane Warning:** Hurricane conditions are *expected*, **usually within 24 hours**

## **Emergency Checklist:**

Have a Disaster Evacuation Plan in Place *before* you need it.

- Identify evacuation routes and available shelters listed in yellow pages
- Prepare directions for all members of family
- Make family pet accommodations
- Decide where the family will meet after the disaster
- Listen to NOAA weather radio, local radio or local TV stations for evacuation instructions
- Prepare written instructions for removing everything from lanai and landings, turning off water, electric, securely locking door and windows.

## Compile a Disaster Supply Kit

- **First Aid Kit** for you and your pets
  - **2-week supply of Medications** for you and your pets
  - **Clothing, Bedding and Snack Foods** for you and your pet (crate for pets)
  - **List of Important Phone Numbers** of family, doctors and insurances
  - **Flashlights, Tools and Emergency Supplies**
- 
- Stock a 3-7 day supply of non-perishable food & water for each member of your family and your pets
  - Make a full inventory list of all household possessions
  - Ensure homeowner's insurance is up to date
  - Ensure important documents are readily accessible
  - *Fill up gas tank*
  - Agree on meeting arrangements if family or friends are separated (cell phones may not work)
  - Assume ATMs will be down. Have a ready supply of *cash on hand*

## ***Emergency Numbers***

Florida Emergency Information (activated at the time of an emergency)  
FEMA 800-621-FEMA (3362)  
American Red Cross 866-GET-INFO (436-4636)  
National Hurricane Center  
National Weather Service  
Lee County Emergency Phone 239-477-3600

800-342-3557  
[www.fema.gov](http://www.fema.gov)  
[www.redcross.org](http://www.redcross.org)  
<http://www.nhc.noaa.gov>  
[www.nws.noaa.gov](http://www.nws.noaa.gov)  
[www.leeoc.com](http://www.leeoc.com)

## “To Do” list before leaving condo at end of season

1. Do change of address with postal service
2. Notify newspaper, cable, LCEC, water, etc. of your intentions
3. Leave note in mailbox for mail carrier to dump all the ad mail, etc. with beginning date
4. Turn off ice maker in refrigerator
5. Leave refrigerator according to suggested manufacturer (on/off)
6. Perishable foods in refrigerator—Bag and Tie securely—take to dumpster in first floor trash room or give them to a neighbor
7. Disconnect /Unplug TV and cable, radio, coffee pot, computer and electric blankets
8. Make sure stove, oven, and dishwasher are turned off
9. Leave dishwasher ajar with dry cloth for airing
10. Turn off water in hall closet
11. Remove everything from lanai
12. Lock sliding doors and all windows
13. Leave all other inside doors open (closets, laundry, bath, etc)
14. Close all blinds so sunlight cannot come down into house
15. Remove everything from your landing and front door including doormat
16. Set A/C to 85 cool or set humidistat on 75\*
17. Leave A/C and main circuit breaker on—turn off *all* others (Circuit breakers behind door in master bedroom.)
18. Leave flashlight @ inside entry
19. Lock dead bolt and other lock on front door when you leave—**CHECK IT!**
20. Do not Lock Screen Door but shut it securely—**CHECK IT!**

| <b>*<u>Humidistat</u></b> | <b><u>Thermostat</u></b> |
|---------------------------|--------------------------|
| <b>When Here—off</b>      | <b>78°</b>               |
| <b>When Away—60—65%</b>   | <b>85%</b>               |

(Settings will vary according to floor levels and/or as manufacturer or installer suggests.)

**Special Notes:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Don't forget to take your memories with you to enjoy...*

## Addendum

I have received a summary copy of the R and R's, read them and understand them. I also know the Van Loon Commons documents are posted at [www.vanlooncommons.com](http://www.vanlooncommons.com), so I may read and copy them at any time. I am ultimately responsible for me, my family, my guests and my renters and their guests for abiding by all documents that govern Van Loon Condominium Association, Inc, 1117 Van Loon Commons Circle, Cape Coral, FL 33909

---

Printed Name of Applicant #1

---

Date

---

Signature of Applicant #1

---

Date

---

Printed Name of Applicant #2

---

Date

---

Signature of Applicant (#2)

---

Date

---

Signature of Management

---

Date

**NOTE: THE STATEMENTS CONTAINED HEREIN ARE ONLY SUMMARY IN NATURE. A PROSPECTIVE PURCHASER SHOULD REFER TO AND BE FAMILIAR WITH ALL REFERENCES, EXHIBITS HERETO, THE SALES CONTRACT, THE DECLARATION, BY-LAWS AND DOCUMENTS OF VAN LOON COMMONS CONDOMINIUM ASSOCIATION.**