



Isle of Lombardy Check List

- Lease / Resale Information Form
- Application for Vehicle Permit
- Copy of Vehicle Registration & photo
- Deed Page
- Pet Page
- Age Verification Form
- Photocopy of government issued ID
- Documents Page
- References
- Insurance Information Form (Sales Only)
- Disclosure Summary (Sales Only)
- One Call Now
- Maintenance Fee Options (Sales Only)
- Email Consent Form
- Certificate of Acknowledgement (Leases Only)
- Voting Certificate (Sales Only)
- Information Sheet (Keep)
- Rules and Regulations Received signature page
- Lease / Sales Contract
- Non-refundable Processing Fee \$125.00 or Rush \$150.00 payable to Watson Association Management
- Isle of Lombardy Application Fee \$100.00 (Sales)
- Isle of Lombardy Application Fee \$250.00 (Leases)
- Isle of Lombardy Refundable Security Deposit \$350.00 (Leases)
- Isle of Lombardy Coupon Book \$7.50 (Sales Only) if applicable

Please make sure when submitting your application all documents and fees are included.

****** A Capital Contribution equal to Three (3) months' Assessments (\$510.00) will be collected upon acquiring title. ******

430 NW Lake Whitney Place, Port St. Lucie, FL 34986
435 S. Yonge Street #3, Ormond Beach, FL 32174
1410 Palm Coast Parkway NW, Palm Coast, FL 32137

Phone 772.871.0004 Fax 772.871.0005
Phone 386.252.2661 Fax 386.673.4943
Phone 386.239.1555 Fax 386.246.9271



Association Management

LEASE / RESALE INFORMATION FORM

PLEASE ALLOW THIRTY (30) BUSINESS DAYS FOR PROCESSING

Property Address: _____ Date: _____

INFORMATION CONCERNING PURCHASER/TENANT:

Name: _____ Age: _____

Phone #: _____

Name: _____ Age: _____

Phone #: _____

Present Address: _____

Do you intend to:

- Live in the home as a primary residence
- Maintain the home as a secondary residence

Any other occupants:

Name: _____ Relation: _____ Age: _____

Name: _____ Relation: _____ Age: _____

~~~~~

Employer: \_\_\_\_\_ Phone: \_\_\_\_\_ Title: \_\_\_\_\_

No. of years: \_\_\_\_\_ Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Employer: \_\_\_\_\_ Phone: \_\_\_\_\_ Title: \_\_\_\_\_

No. of years: \_\_\_\_\_ Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

~~~~~

NEAREST RELATIVE IN CASE OF EMERGENCY: _____

(Name)

Phone: _____ Relationship: _____

~~~~~

- ◆ *I (we) fully authorize investigation of all answers and references given.*
- ◆ *I (we) hereby agree to abide by all documents and Rules and Regulations of ISLE OF LOMBARDY NEIGHBORHOOD INC., a copy of which was received from the Lessor/Seller.*
- ◆ *Owner and/or Lessee agree that the terms of the **attached lease/contract** are within the requirements of ISLE OF LOMBARDY NEIGHBORHOOD INC. Rules & Regulations.*
- ◆ *I agree that I will not rent or sell to any person who has not been approved by the Association.*
- ◆ *Renters are not permitted to sub-lease their premises.*

Purchaser/Tenant: \_\_\_\_\_ Date: \_\_\_\_\_

Purchaser/Tenant: \_\_\_\_\_ Date: \_\_\_\_\_

430 NW Lake Whitney Place, Port St. Lucie, FL 34986    Phone 772.871.0004    Fax 772.871.0005  
 435 S. Yonge Street #3, Ormond Beach, FL 32174    Phone 386.252.2661    Fax 386.673.4943  
 1410 Palm Coast Parkway NW, Palm Coast, FL 32137    Phone 386.239.1555    Fax 386.246.9271



# Association Management

## APPLICATION FOR VEHICLE PERMIT

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### **DESCRIPTION OF VEHICLE:**

#### VEHICLE #1:

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_  
 Color: \_\_\_\_\_ Gross Weight: \_\_\_\_\_ VIN: \_\_\_\_\_  
 Vehicle Tag: \_\_\_\_\_ State: \_\_\_\_\_

#### VEHICLE #2:

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_  
 Color: \_\_\_\_\_ Gross Weight: \_\_\_\_\_ VIN: \_\_\_\_\_  
 Vehicle Tag: \_\_\_\_\_ State: \_\_\_\_\_

Vehicle 1 registered to: \_\_\_\_\_  
 Vehicle 2 registered to: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*ALL INFORMATION ON THIS FORM MUST BE COMPLETED

\*\*\*ANY CHANGES IN USE OR APPEARANCE OF THE ABOVE DESCRIBED VEHICLE(S) MUST BE SUBMITTED TO THE BOARD OF DIRECTORS WITH A NEW APPLICATION

\*\*\*A COLOR PHOTOGRAPH OF ABOVE-MENTIONED VEHICLE(S) MUST BE ATTACHED

\*\*\* A COPY OF THE VEHICLE REGISTRATIONS MUST BE ATTACHED TO APPLICATION

### **FOR ASSOCIATION USE ONLY**

The above application is approved \_\_\_\_\_ not approved \_\_\_\_\_

Reason for non-approval: \_\_\_\_\_

Signer: \_\_\_\_\_ Position: \_\_\_\_\_ Date: \_\_\_\_\_

430 NW Lake Whitney Place, Port St. Lucie, FL 34986  
 435 S. Yonge Street #3, Ormond Beach, FL 32174  
 1410 Palm Coast Parkway NW, Palm Coast, FL 32137

Phone 772.871.0004 Fax 772.871.0005  
 Phone 386.252.2661 Fax 386.673.4943  
 Phone 386.239.1555 Fax 386.246.9271



**DEED RESTRICTED COMMUNITY**

~~~~~

I (we) understand that we are moving into a deed-restricted community. I (we) hereby agree to abide by all Documents and Rules and Regulation of ISLE OF LOMBARDY NEIGHBORHOOD ASSOCIATION, INC., and KINGS ISLE COMMUNITY ASSOCIATION INC., I (we) received a copy from the Lessor/Seller. If seller/lessor fails to provide a set of Documents to Buyer, I (we) may obtain a copy from the Association Management at a cost of \$50.00.

- I/We have received and read the documents of the association.
 - I/We have NOT received and read the documents of the association.
- ~~~~~

Buyer/Lessee Signature: _____ Date: _____

Buyer/Lessee Signature: _____ Date: _____

430 NW Lake Whitney Place, Port St. Lucie, FL 34986 Phone 772.871.0004 Fax 772.871.0005
435 S. Yonge Street #3, Ormond Beach, FL 32174 Phone 386.252.2661 Fax 386.673.4943
1410 Palm Coast Parkway NW, Palm Coast, FL 32137 Phone 386.239.1555 Fax 386.246.9271



Association Management

PET PAGE

If NO pets please sign and return with application

Name: _____ Phone: _____

Name: _____ Phone: _____

Street Address: _____

City: _____ State: _____ Zip: _____

PET #1:

Type: _____ Breed: _____ Weight: _____ Color: _____

Name: _____

PET #2:

Type: _____ Breed: _____ Weight: _____ Color: _____

Name: _____

AN OWNER MAY HAVE **TWO (2) PETS**. DOGS/CATS ARE NOT TO EXCEED **TWENTY-FIVE (25) POUNDS** EACH AT MATURITY. AN OWNER MAY HAVE **ONE (1) PET** NOT TO EXCEED **FORTY (40) POUNDS**.

- OWNER MUST PICK UP AFTER THEIR PET
- NO LEASH LONGER THAN EIGHT (8) FEET IS ALLOWED
- I WILL KEEP MY DOG AWAY FROM PEOPLE WHO ARE WALKING TO AVOID A POSSIBLE ACCIDENT
- CATS ARE NOT TO BE TURNED LOOSE

I SUBMIT THIS REQUEST TO THE BOARD PRIOR TO BRINGING THIS PET INTO THE ISLE OF LOMBARDY. I/WE UNDERSTAND IF NOT COMPLIED WITH I/WE WILL BE IN VIOLATION AND ACTION WILL BE TAKEN BY THE BOARD.

Signature _____ Date _____ Signature _____ Date _____

FOR ASSOCIATION USE ONLY

The above application is approved _____ not approved _____

Reason for non-approval: _____

Signer: _____ Position: _____ Date: _____

430 NW Lake Whitney Place, Port St. Lucie, FL 34986 Phone 772.871.0004 Fax 772.871.0005
 435 S. Yonge Street #3, Ormond Beach, FL 32174 Phone 386.252.2661 Fax 386.673.4943
 1410 Palm Coast Parkway NW, Palm Coast, FL 32137 Phone 386.239.1555 Fax 386.246.9271



AGE VERIFICATION FORM

The following information must be furnished by the owner or owners of each residence so that the Association may monitor the percentage of residences occupied by at least one person 55 years of age or older to preserve the status of Kings Isle as a community of housing for older persons in accordance with Kings Isle documents and the Federal Fair Housing Act.

Property Address: _____

Owner(s)

1. Name _____

Date of Birth _____

2. Name _____

Date of Birth _____

Occupant(s)

Name _____ Date of Birth _____

Name _____ Date of Birth _____

Name _____ Date of Birth _____

The undersigned certify that the above information is true and correct and that within fifteen (15) days after any changes thereof the undersigned will notify Watson Association Management, LLC of such change in writing.

Owner _____ *Date*

Owner _____ *Date*

Please attach the following:

A photocopy of a driver's license (or other proof of age if occupant is not licensed.)

Verified by:

Signature _____ *Date*

430 NW Lake Whitney Place, Port St. Lucie, FL 34986 Phone 772.871.0004 Fax 772.871.0005
435 S. Yonge Street #3, Ormond Beach, FL 32174 Phone 386.252.2661 Fax 386.673.4943
1410 Palm Coast Parkway NW, Palm Coast, FL 32137 Phone 386.239.1555 Fax 386.246.9271



DOCUMENTS PAGE

I (we) fully authorize investigation of all answers and references given.

I (we) fully acknowledge and agree that lessee/purchaser may not park any vehicle as described in Article 14 of the Governing Documents (Rules & Regulations) of ISLE OF LOMBARDY Community Association, a copy of which was received from the Lessor/Seller.

I (we) hereby agree to abide by all Documents and Rules & Regulations of ISLE OF LOMBARDY COMMUNITY ASSOCIATION, INC., a copy was received from Lessor/Seller.

If Seller fails to provide a set of Documents to Buyer, a copy may be obtained by the Association Management at a cost of \$50.00.

A COPY OF THE EXECUTED CONTRACT / OR LEASE MUST BE ATTACHED

Purchaser and / or Lessee agree that the terms of the attached lease / contract is within the requirements of ISLE OF LOMBARDY NEIGHBORHOOD ASSOCIATION, INC. Rules & Regulations.

- ◆ Renters are not permitted to sub-lease their premises.
- ◆ Owners are not permitted to sub-lease a portion of their home.

Purchaser/Lessee: _____ **Date:** _____

Purchaser/Lessee: _____ **Date:** _____



References

Please provide us with 3 references that we may contact.

Applicant's Name: _____

Property Address: _____

Name: _____ Telephone #: _____

Relationship: _____

Name: _____ Telephone #: _____

Relationship: _____

Name: _____ Telephone #: _____

Relationship: _____

Signature:

Date:

Signature:

Date:

430 NW Lake Whitney Place, Port St. Lucie, FL 34986
435 S. Yonge Street #3, Ormond Beach, FL 32174
1410 Palm Coast Parkway NW, Palm Coast, FL 32137

Phone 772.871.0004 Fax 772.871.0005
Phone 386.252.2661 Fax 386.673.4943
Phone 386.239.1555 Fax 386.246.9271



Insurance Form

YOU WILL BE OLIGATED TO TURN IN A COPY OF YOUR DECLARATIONS PAGE OF YOUR INSURANCE POLICY AFTER CLOSING.

Name: _____

Address: _____

Telephone No: _____

I/We here by agree to turn in a copy of the homeowners' insurance after closing.

Signature

Date

Signature

Date

430 NW Lake Whitney Place, Port St. Lucie, FL 34986
435 S. Yonge Street #3, Ormond Beach, FL 32174
1410 Palm Coast Parkway NW, Palm Coast, FL 32137

Phone 772.871.0004 Fax 772.871.0005
Phone 386.252.2661 Fax 386.673.4943
Phone 386.239.1555 Fax 386.246.9271



Disclosure Summary For The Isle of Lombardy

1. As a purchaser of property in this community, you will be obligated to be a member of the homeowners' association.
2. There are recorded restrictive covenants governing the use and occupancy of properties in this community.
3. You will be obligated to pay monthly maintenance assessments to the Isle of Lombardy association. Assessments may be subject to periodic change. The current amount is **\$170.00 per month**.
4. You will be obligated to pay a Capital Contribution to Isle of Lombardy equal to three (3) months' Assessments upon acquiring title. The current amount that will be collected is **\$510.00**.
5. You will also be obligated to pay any special assessments that may be imposed by the association. If applicable, the current amount is **\$0.00**.
6. You will be obligated to pay monthly maintenance assessments to the Kings Isle Master Association. A Capital Contribution for the Master Association will be collected at closing equal to two (2) months of the monthly assessments.
7. You may be obligated to pay a special assessment to the respective municipality, county, or special district. All assessments are subject to periodic change.
8. Your failure to pay any of these assessments could result in a lien on your property.
9. These documents are matters of public record and can be obtained from the record office in the county where the property is located or from Watson Association Management, LLC for a fee.

Purchaser: _____ Date: _____

Purchaser: _____ Date: _____

430 NW Lake Whitney Place, Port St. Lucie, FL 34986
435 S. Yonge Street #3, Ormond Beach, FL 32174
1410 Palm Coast Parkway NW, Palm Coast, FL 32137

Phone 772.871.0004 Fax 772.871.0005
Phone 386.252.2661 Fax 386.673.4943
Phone 386.239.1555 Fax 386.246.9271



One Call Now Alert System
New Member Information Form

We are pleased to announce that we provide a new message notification service designed by One Call Now Alert, Inc. that will improve and expedite the way we communicate with our Members. This service has the following key features:

- Emergency Alerts Notification – this service will immediately inform Members of serious weather related emergencies.
- Courtesy Reminder Messages – this service is used to inform Members of last minute Board meeting changes, reminders for voting and elections, local water department announcements, etc.
- Inspection Reminder Messages – this service is used to inform Members of what the property management company will be looking to inspect each quarter.
- Polls and Surveys – this service will allow Members to participate in issues affecting all Members. Members will be asked to vote on a series of questions and the results will be distributed to each Member as well as posting the results in the Club House (if your association has one) for your viewing convenience.

Please fill out this form with your contact information. The information you provide will be kept strictly confidential to protect your privacy. It will be used to communicate important information to you.

PLEASE PRINT CLEARLY

Association Name: _____

Last Name _____ First Name _____

Primary Phone Number: _____ Is this a mobile phone? ___yes___ no

Alternate Phone Number: _____ Is this a mobile phone? ___yes___ no

E-Mail Address: _____

I do not wish to include my # in this program

430 NW Lake Whitney Place, Port St. Lucie, FL 34986
435 S. Yonge Street #3, Ormond Beach, FL 32174
1410 Palm Coast Parkway NW, Palm Coast, FL 32137

Phone 772.871.0004 Fax 772.871.0005
Phone 386.252.2661 Fax 386.673.4943
Phone 386.239.1555 Fax 386.246.9271



MAINTENANCE FEE PAYMENT OPTIONS

- Option 1:** Coupon Book (for mailing payments): Please include a check for \$7.50
or
- Option 2:** Pay Online Via Property page: www.WatsonAssociationManagement.com
- Option 2:** Direct Payments (ACH Debits): Please complete the following, and return same with this Lease / Resale Application:

Association Name: Isle of Lombardy Account Number _____

I (we) hereby authorize SouthState Bank, to initiate debit entries from the bank account indicated below for the benefit of the depository named below. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law. *I (we) confirm that the source of the funds for payment of these debit entries will NOT originate from a Financial Agency's office located outside the territorial jurisdiction of the United States.*

Bank Name _____

Branch _____

City _____ State _____ Zip _____

Routing Number _____

Account Number _____

This authorization is to remain in full effect until the Originator has received written notification from the bank account owner(s) of any termination. This should be done in a suitable manner to allow all parties involved the opportunity to process any changes within a reasonable amount of time.

Name (please print) _____

Name (please print) _____

Account Holder Signature _____ Date _____

Account Holder Signature _____ Date _____

Note: In case of revoked authorization, written notification must be made to the originator no later than 15 days before the effective date of the next transaction.

Please attach a VOIDED check

430 NW Lake Whitney Place, Port St. Lucie, FL 34986	Phone 772.871.0004	Fax 772.871.0005
435 S. Yonge Street #3, Ormond Beach, FL 32174	Phone 386.252.2661	Fax 386.673.4943
1410 Palm Coast Parkway NW, Palm Coast, FL 32137	Phone 386.239.1555	Fax 386.246.9271



EMAIL CONSENT FORM

New Florida statutes state it is against the law to send mass emails to owners without their written consents. By completing, signing, and returning this form, you are authorizing the Board of Directors of the Isle of Lombardy and Watson Association Management to send you information of the Association meetings, reports on actions taken by the Board at those meetings, violations, updates and/or special information. Your email address will **not** be used for any other purpose than those listed in the previous sentence.

We want to keep you better informed about the developments and issues regarding your investment as an owner in the Isle of Lombardy.

Yes

I authorize Isle of Lombardy and Watson Association Management to email me appropriate meeting notices, agendas, reports, violation letters and other correspondence.

Email Address: _____

Property Address: _____

Phone Number(s): _____

Signature(s): _____

Printed Name(s): _____

No

I do not want to receive emails from Isle of Lombardy and Watson Association Management.

430 NW Lake Whitney Place, Port St. Lucie, FL 34986 Phone 772.871.0004 Fax 772.871.0005
435 S. Yonge Street #3, Ormond Beach, FL 32174 Phone 386.252.2661 Fax 386.673.4943
1410 Palm Coast Parkway NW, Palm Coast, FL 32137 Phone 386.239.1555 Fax 386.246.9271



LEASES ONLY

Certificate of Acknowledgement

Additional Condition of Approval Agreement

An Additional Condition of Approval to the required Certificate of Acknowledgement, to facilitate occupancy of a unit by lease, whereby the Owner and Tenant shall be required to sign this agreement prior to occupancy, with the Isle of Lombardy, providing that should Owner fail to make necessary assessment payments in accordance with the Isle of Lombardy Documents, that the Isle of Lombardy shall have the authority to contact the Tenant, advise them of the delinquency of the Owner, and the Tenant shall be required to make rent payments to the Isle of Lombardy. Such rent payments made to the Isle of Lombardy shall be deemed payments of rents, and to the extent that they bring the Unit current, will result in the reinstatement of all services. Upon rent payments to the Isle of Lombardy to bring the account current, including all payments identified in this agreement, any excess funds will be forwarded to the Owner, and Tenant be advised that all further rent payments should be to the Owner while the Owner is current on all of its obligations as set forth herein.

Owner Signature: _____ Date: _____

Owner Signature: _____ Date: _____

Tenant Signature: _____ Date: _____

Tenant Signature: _____ Date: _____

430 NW Lake Whitney Place, Port St. Lucie, FL 34986
435 S. Yonge Street #3, Ormond Beach, FL 32174
1410 Palm Coast Parkway NW, Palm Coast, FL 32137

Phone 772.871.0004 Fax 772.871.0005
Phone 386.252.2661 Fax 386.673.4943
Phone 386.239.1555 Fax 386.246.9271



(SALES ONLY)

VOTING CERTIFICATE
Isle of Lombardy Neighborhood Association, Inc.

Know all men by these present, that the undersigned is the record owner (s) In Isle of Lombardy Neighborhood Association, Inc. shown below, and hereby constitutes, appoints and designates:

(Insert one owners name above)

As the voting representative for the NEIGHBORHOOD ASSOCIATION unit owned by said undersigned pursuant to the by-laws of the Association.

The voting representative is hereby authorized and empowered to act in the capacity herein set forth until the undersigned otherwise modifies or evokes the authority set forth in this voting certificate.

Dated this _____ day of _____, 20_____

Signature

(Unit owner's signature – If jointly-owned, both owners' signatures required)

Signature

Property Address _____

Port Saint Lucie, Florida 34986

When there is a corporation or partnership as owners of the property, then a voting representative must be appointed by the corporation or partnership and becomes the representative. All owners must sign this form to acknowledge this appointment.

430 NW Lake Whitney Place, Port St. Lucie, FL 34986
435 S. Yonge Street #3, Ormond Beach, FL 32174
1410 Palm Coast Parkway NW, Palm Coast, FL 32137

Phone 772.871.0004 Fax 772.871.0005
Phone 386.252.2661 Fax 386.673.4943
Phone 386.239.1555 Fax 386.246.9271



**INFORMATION FOR THE NEW RESIDENTS OF THE ISLE OF LOMBARDY AT KINGS ISLE
HELP IN BECOMING MORE FAMILIAR WITH DAILY LIVING IN OUR ISLE:**

1. Your Isle of Lombardy maintenance fee covers, grounds maintenance, irrigation maintenance, spraying for insect on the exterior only, outside light replacement, management fees, and accounting fees for the Isle. A copy of the approved Budget listing all items is available.
2. **PLEASE BE ADVISED THAT YOU ARE RESPONSIBLE FOR THE PAYMENT OF:**
Your homes use of water & sewer, electric and gas. Your homeowners complete replacement insurance which must be on file at the property management office - each year at renewal.
3. Comcast Cable Company may be reached by calling (800) 266-2278. If you have any problems with the T.V. service please call above phone number.
4. St. Lucie West Service District provides the water and sewer to our area. Their phone number is (772) 340-0220.
5. Electric service is provided by Florida Power and Light. Their phone number is (800) 375-2434.
6. Natural gas service is provided by the City Gas Company of Florida. Their phone is (772) 871-2551.
7. The Security Gate at the entrance to Kings Isle can be reached by dialing (772) 871-9467.
8. Medical emergency dial 911 first. After you have called 911, push the button on your Emergency Medical Alert box, if you have one. Also, remember to call the Security Gate so that they can assist the emergency vehicle to your home.
9. Please fill out the vehicle registration form required by the Kings Isle Community Association as soon as possible and give it to the administration office.
10. When you become a member of the Royal Club please go to the clubhouse office to obtain your ID tag and rules and regulations of the club.

Please be advised that the above information is being provided as a brief guide and does not constitute all of the items included in the Rules and Regulations for the Isle of Lombardy and Kings Isle.

**Our maintenance fees are very reasonable and do become a member of the Royal Club at Kings Isle!
We welcome anyone who meets the Document requirements and is willing to live and abide by our Documents. You will find that living at St. Lucie West a very desirable and convenient area in which to call home.**

430 NW Lake Whitney Place, Port St. Lucie, FL 34986
435 S. Yonge Street #3, Ormond Beach, FL 32174
1410 Palm Coast Parkway NW, Palm Coast, FL 32137

Phone 772.871.0004 Fax 772.871.0005
Phone 386.252.2661 Fax 386.673.4943
Phone 386.239.1555 Fax 386.246.9271

ISLE OF LOMBARDY

RULES AND REGULATIONS

Revised December 15, 2014

These rules are concerned with the overall appearance, aesthetics and commonality of the Isle of Lombardy Community. Also, these rules cover the responsibility that our homeowners have to maintain that appearance and correct any violations within the prescribed time period. The Board of Directors approved the rules for compliance by the homeowner in order to achieve uniformity for the entire Association. Please keep with your Association Documents.

1. Applications and Approvals

- a. Homeowners must first apply in writing to the Architectural Review Committee (ARC) for approval before making any changes to the outside appearances of their home and/or property. In the event that someone other than the homeowner performs the work, a licensed and insured contractor is required. Homeowners are responsible for all work done. Application must contain detailed information as specified on the Architectural Review Form. Forms can be obtained from the Clubhouse.
- b. The Committee's decisions are based solely on rule compliance, aesthetics and the overall appearance of the area in question.
- c. There will be a \$50.00 fine for any homeowner making changes without prior written approval from the ARC.
- d. Final approval is at the discretion of the Board of Directors.

2. Flags and Flag Holders

- a. Any Homeowner may display one portable, removable United States or official flag of the State of Florida in a respectful manner not larger than 4 ½ feet by 6 feet, which represents the United States Army, Navy, Marine Corps, or Coast Guard, or POW-MIA flag.
- b. No permanent in ground flagpoles are allowed without prior ARC approval.
- c. Flags are to be flown properly and not touching the ground.

3. Door Decorations

- a. Holiday wreaths or similar holiday and seasonal decorations do not require ARC approval. However, Christmas lights can only be displayed from Thanksgiving Day to one week after New Year's Day. All holiday lighting and ornaments must be removed within 7 days from New Years Day.
- b. All other decorations require ARC approval.

4. Lighting

- a. Any exterior lighting additions or changes on the property require ARC approval.
- b. Malibu style lights are allowed provided bulbs are white, the fixtures must not interfere with landscape maintenance and they do not shine into neighbors windows.
- c. Outdoor lighting on the home is allowed provided all wiring is hidden and does not interfere with any resident's privacy. Bulbs can be white or yellow. Prior written ARC approval is required.

d. Holiday lights and decorations on front of homes are allowed provided they are not excessive (approval not required; Board reserves the right to define excessive).

5. **Water Conditioners**

a. Must be applied for to the ARC for approval. Additional landscaping may or may not be required depending on location of installation. City Permit Required.

6. **Hurricane Preparedness**

a. All panel systems must meet state and county codes.

b. Panels may be installed when imminent danger of a hurricane is announced. (Hurricane Watch) for our area and must be removed within 72 hours from when the National Weather service cancels the danger.

c. Arrangements must be made by the homeowner to have the panels installed and removed while away from the home.

d. In the event of a severe storm or hurricane, all exterior furniture, bicycles, pots and ornaments must be taken indoors, including lanai items, so as not to become windblown projectiles.

7. **Concrete Work**

a. All concrete work on the home site or home must have prior written ARC approval. City permits, as required, for concrete work must be obtained and on display before any work begins. Homeowners are responsible for proper pitch of surfaces so that water runs off without encumbering neighbor's property.

b. Pre-manufactured plain concrete slabs may also be utilized in certain instances with written ARC approval.

c. Concrete curbing may be used for edging. ARC written approval is required.

d. Colors for concrete base must be same as house color.

8. **Exterior Painting and decorating**

a. Decorative Painting of porch slabs and rear patio slabs (ARC written approval is required). Color must be same as house color.

b. Tile on front porch slab must have ARC approval.

c. All applications must be accompanied by sample colors and all other requirements as stated on the ARC Form.

d. Lawn statues and ornaments must be approved by the ARC. They are limited to a height of 24". All ornaments must be placed in planting bed and kept in good condition. Must not interfere with lawn maintenance and if damaged, the Association will not be responsible for replacements.

e. One decorative plaque and one address plaque are allowed to be displayed per home.

f. Operable shutters and awnings. Must have prior ARC approval.

g. Tasteful flowerpots may be displayed on the front of the home site. A limit of 6 per house. They may not be placed on railings and may not be suspended from trees or bushes or interfere with landscape maintenance.

9. **Miscellaneous**

a. Only white screen doors with charcoal color screen are permitted.

b. Screen enclosures must have a white frame with charcoal screening. No other colors are allowed.

c. Enclosure of rear patios, other than screening must have written approval by the ARC.

d. Installation of gutters is permitted. Color must be white. ARC approval required.

e. Plants not allowed:

- Vegetable plants or trees
 - Fruited plants or trees
 - Norfolk Pines
 - Schefflera trees
 - Artificial flowers, plants or trees.
- f. Signs are NOT permitted with the exception of security alarm signs, which may be displayed inside the front window.
 - g. Homeowners are responsible for the cleanliness of the exterior of their homes. This is including but not limiting the removal of mildew from roofs, walls, front railings, concrete slabs and aluminum patio framing. Homeowners who own carports will be responsible for the cleanliness and structural stability of the carport.
 - h. No planting on common ground permitted without ARC approval.
 - i. No use of common ground city water or electricity for outside venders is allowed, unless Board authorized.
 - j. Car washing is allowed at 2 dumpster areas by Courtyard 7 & 12 only.
 - k. For all other landscaping, plants and trees, approval must be obtained from the ARC. Any landscaping installed by the Homeowner on common ground will become the lawn care company's responsibility to trim. If said conditions are preformed without written ARC approval, said conditions are to be removed by the homeowner and restored to original common landscaping upon sale of the property.
 - l. Overgrown, dead, dying or otherwise unsightly landscaping is not permitted.
 - m. Garbage, trash or recyclables must be placed inside the proper receptacles. No trash or recyclables are to be placed alongside the receptacles or their immediate areas. All cartons and boxes must be flattened down before disposing. IF IT DOES NOT FIT INSIDE THE DUMPSTER IT WILL NOT BE PICKED UP. Cigarette butts must be disposed of in trash receptacles only. CONTRACTORS ARE NOT PERMITTED TO USE COMMUNITY DUMPSTERS. Fines will be issued for any of these violations.
 - n. The ARC must approve wind chimes. If they become a nuisance, chimes MUST be taken down.
 - o. Flower boxes are not allowed on porch railing.
 - p. Trellises are not allowed.
 - q. Feeding wildlife is strictly prohibited.
 - r. Bird feeders, birdhouses and birdbaths are not allowed.
 - s. Outside storage of personal items is not allowed with the exception of one BBQ grill, which may be kept in the rear of the home. All personal property must be stored inside the home. All bikes may be stored inside the home or at designated bike racks ONLY. The BOD would consider on a case by case basis any variances or exceptions to the bicycle storage rule. Medical documentation will be required. In such cases, bicycle storage will be restricted to a specific area on that particular home site.
 - t. No ornaments, feeders, wind chimes, flower pots or other items may be hung in a tree or suspended on any other object.
 - u. Homeowners who wish to place storage lockers in rear alcove areas must apply to the Architectural Review Committee and be granted written approval before installing.
 - v. Car covers of any type are not permitted.
 - w. Water fountains, light fixtures, all electrical components, and any other common ground items or areas, should not be tampered with.

10. **Pets**

- a. All pets must be leashed at all times and excrement picked up at all times when outside of owner's property. A homeowner may have no more than (2) domestic pets or animals. Breeding of pets is NOT permitted. Exotic and/or wild creatures may not be kept as pets.

- b. Homeowners may have one dog or cat not to exceed 40 pounds or 2 dogs or cats not to exceed 25 pounds each.
- c. Service animals over the above weight limits must be properly registered and be provided with a doctor's referral and any other required documentation.

11. **Insurance Certificates**

- a. All homeowners are required to have private homeowner's insurance coverage for their home.
- b. A certificate of insurance is required to be forwarded to the management company on an annual basis.

12. **Satellite Dishes**

- a. Exterior antennae, radio masts, towers, poles, aerials, satellite dishes, or other similar equipment shall not be placed on any home or home site without prior written approval of the Isle of Lombardy Architectural Review Committee.
- b. Satellite dishes must be 18" or less in diameter and must be located in rear or side of house, professionally installed, NO pole installations are permitted, ARC approval required. (FCC Rules of Compliance apply).

13. **Lakes and Bodies of Water**

- a. Are under the control of the Services District. They are cared for and treated by them at their discretion. Swimming and other water sports are not permitted.

14. **Business Use**

- a. All contractors conducting work in the Isle of Lombardy must have the proper required licenses and insurance.
- b. A copy of required license(s) and insurance must be provided to Management along with a completed ARC application.

15. **Parking**

- a. Vehicles must have current registration to be parked on the property.
- b. Commercial vehicles may only be kept on the property during working hours. NO overnight parking.
- c. Boats, RV's and trailers are not permitted on the property. (Parking is available at the clubhouse) with prior authorization.
- d. Unauthorized vehicles will be towed at the owner's expense.
- e. Carports are allowed. ARC approval is required before installation.
- f. Parking area including carports must be kept clean and in good condition.
- g. One car per licensed driver in each home is allowed.
- h. Motorcycles, mopeds, e-bikes and motor scooters must maintain up to date vehicle registrations. They can only be driven on roadways and must be parked in an owner/guest parking space or at a bike rack. They are not permitted on the home-site premises. Electric wheelchairs and medical scooters for the handicap will be excluded from this rule.
- i. Written permission from the owner is required in order for another resident to use their carport or parking space. This written permission must also be submitted to the management company for their records.

16. **Violation Notices, Fines & Liens**

a. When a homeowner is in violation of any of the Rules & Regulations found within the Documents of the Isle of Lombardy Community, the homeowner will receive a violation letter giving the homeowner 15 days to correct the violation and notify the Management Company in writing that the correction has been made. The Management Company will then inspect the property to verify if violation has been cured. If the violation has in fact not been cured, at that time the Homeowner will be sent via certified mail, Return Receipt Requested a second letter of violation with an opportunity for a Hearing before the Committee of at least 3 members appointed by the Board who are not officers, or employees of the Association, or the spouse, parent, child, brother, or sister of an officer, director, or employee who will give the homeowner the opportunity to present evidence why a fine should not be imposed. If homeowner fails to attend scheduled hearing, the hearing will be terminated and the original violation will prevail and fines accrue until rectified. The Appeal Committee is not obligated to make a decision on the same day of the hearing and shall produce a decision in writing to the homeowner no later than 30 day's after the scheduled hearing.

b. After a homeowner is given proper opportunity for a hearing before the committee, fines of \$50 dollars per day of continuing violation may be levied against member and it may not exceed a total of \$ 1,000 dollars in aggregate.

c. A homeowner who is delinquent for more than 90 days in paying a monetary obligation due to the Association, the Association may suspend, until such monetary obligation is paid, the rights of a member or a member's tenants, guests, or invitees, or both, to use common areas and facilities and may levy fines. A fine may be levied, with a single notice and opportunity of hearing which would follow same notice procedures described on section A. above. A fine of \$ 1,000 dollars may become a lien against an owner's unit.

17. **Leases**

a. Leases are subject to the prior written approval of the Association. Only 2 leases shall be permitted within a 365 day period. Leases must be of minimum 90 days. Newly purchased units may not be leased until one year following such purchase. Children or relatives of an owner who are deeded a unit are exempted from this one year waiting period.

b. Owners must notify the Association through its Management Company if they intend to lease their house. Lease renewals require a new lease be submitted to the management company thirty (30) days prior to renewal.

c. Lease Applications must be received at the Management Company no less than 30 days in advance of the beginning of the lease or closing date. Approval or disapproval will be determined within 30 days of application date.

d. Lessee may *NOT* move in until Approval from the Board of Directors has been given.

e. Personal interviews are required and will be conducted by appointment.

f. Fees will be the following:

\$125.00 Non-refundable Processing Fee (Management company)

\$250.00 Application Fee (Isle of Lombardy)

\$350.00 Refundable Security Deposit (Isle of Lombardy)

\$25.00 per person eighteen (18) and over for a criminal background check (Isle of Lombardy)

g. It is the owner's responsibility to be sure that their renters have been made aware of Lombardy's Rules and Regulations. Owners will be responsible for any violations.

18. **Resale**

- a. Interviews may be conducted by Board to assure that new buyer understands Rules & Regulations and complies with Occupancy Requirements of the Isle of Lombardy Community Documents.
- b. Owners must notify the Isle of Lombardy and its Management Company and the Kings Isle Association in writing that their unit is for sale.
- c. Owners must provide the buyers with a copy of the entire set of Documents for the Isle of Lombardy and the Kings Isle Association.

THIS SET OF RULES & REGULATIONS IS A QUICK REFERENCE TO THE USE RESTRICTIONS OF THE ISLE OF LOMBARDY COMMUNITY AND IT DOES NOT CONSTITUTE A COMPLETE SET OF DOCUMENTS. PLEASE REFER TO THE ENTIRE BOOK OF COVENANTS & RESTRICTIONS FOR FURTHER SPECIFICATIONS TO COMPLY WITH FLORIDA STATUTES.

I/We have received and understand the Isle of Lombardy Rules and Regulations.

Buyer/Lessee signature: _____ Date: _____

Buyer/Lessee signature: _____ Date: _____