



Bonita National Homeowners Association

Family & Friends Amenity Guest Pass Policy

Introduction / Background

It is required for members to accompany guests when they are accessing and using our amenities. There are other times when it is inconvenient or not possible for the member to accompany guests. This guest amenity access card (guest pass) policy sets the parameters for guest use of amenities when not accompanied by a member.

It is important to make amenities available to members, so the policy provides some guest restrictions, responsibilities, and associated fees.

The guest amenity access card (guest pass) will be created at the Administrative Office and will permit a guest to enter the amenity areas. Guest passes can be picked up at the office during regular business hours. If made in advance, other pick-up arrangements are available during non-business hours.

Policy

Guests must carry their guest pass card and their driver's license when using amenities, unless accompanied by an owner (who is carrying a member card).

- Those without a guest card and a driver's license will be asked to leave – no exceptions.
- Guest pass holders must be 18 years of age or over.
- Guests under the age of 18 must be accompanied by their parent or a family member (who is either a member or a registered guest card holder) to use the amenities.

Any property **owner** can request guest passes for family members or in-house guests.

- Guests must be staying at the owner's residence in the Bonita National community.
- Guests must be included on the owner's gate access list.
- An owner can't obtain guest passes for any period in which a transfer membership is in effect.

Procedure / Parameters

The cost of each guest pass is \$15. If lost, the replacement card cost is \$15.

- The guest pass can be valid for any period from 1 to 14 days. The activation dates will be printed on the guest pass and the pass will automatically expire.
- A homeowner can request up to eight (8) guest passes per calendar year. The administrative office will monitor the number of guest passes issued on the member's account.
- Transfer members may request Guest Passes for use of HOA amenities through the owner/member of the property being rented. The owner/member will note the number of passes their tenants are allowed on the Transfer of Lease Application Form. Regardless of the number of passes requested by tenants, an owner is still limited to eight (8) Guest Passes per calendar year.

The owner must register the guest with the office by completing the "Guest Amenity Access Card" form.

- Guest passes must be requested at least one week (7 days) prior to the guest visit. Exceptions may be made at the discretion of the Administrative staff.
- The form will include a waiver stating that the owner is responsible for the actions and any damages caused by their guests or tenant's guests.
- The access card will include the owner's (or tenant's [if applicable]) name and member number, the guest's name, and the effective dates of the guest pass.

Member and Guest Responsibilities

Members and guests will follow this policy and will respect the requests and actions of those seeking to administer the guest pass policy.

- The costs incurred to address damage by a guest to any Bonita National equipment or property will be charged to the owner.
- Guests involved in unsatisfactory behavior will be asked to surrender their guest pass and leave the premises.

Guest pass policy violations will result in warnings, fines and/or suspension of privileges.

Restrictions and Fees

Guest privileges may be limited and/or amended by the Board or Management team at their sole discretion. Notice of any such limitations or amendments will be provided to the members.

- Specific events hosted at our community will be listed as "member only" to accommodate high demand. Guests may be allowed if the events are not at capacity.
- A maximum of three (3) guests are allowed on the tennis courts. Guests must be on-court with at least one member or be a registered guest pass holder.
- Guest fees may be charged for use of the tennis courts and for group fitness classes.

The guest pass policy does not apply to the golf course.

Seasonal Restrictions. Season is defined as the period from November 1 - April 30.

During season, guest passes will not be issued unless a member/host is in-residence at the time of the guest pass. Members who are not in-residence during season can obtain a transfer membership, allowing those transfer members to use the amenities.

With any guest pass, no more than two minors will be allowed to accompany the guest pass holder.

No guest play will be allowed on the tennis courts prior to 11:00 am.

Guests are not permitted in the Fitness Center between 8:00 am -12:00 pm November 1- April 30.

Guests may only register for group exercise classes within 24 hours prior to the class, and only if room is available. Guests will be charged for "no shows".