



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 (found [here](#)).

- 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".



Bonita National Homeowners' Association Family & Friends Amenity Guest Pass Request Form

- **Guests must carry their guest pass card and their driver's license or photo ID** when using amenities, unless accompanied by an owner (who is carrying a member card).
- Those without a guest card and ID will be asked to return with the needed documentation.
- **Guest pass holders must be 18 years of age or over.**
- Guests under the age of 18 must be accompanied by their parents or a family member (who is either a member or a registered guest cardholder) to use the amenities.
- Any property owner can request guest passes for family members, other guests, or tenants.
- Guests must be staying at the owner's residence in the Bonita National community.
- **During season (November 1- April 30), guest passes will not be issued unless the member/tenant is in-residence at Bonita National at the time of the guest pass.** Guests must be included on the owner's gate access list.
- An owner can't obtain guest passes for the period when a transfer member is residing in the unit.
- The guest pass policy does not apply to the golf course.
- **The cost of each guest pass is \$15. If lost, the replacement card cost is \$15.**
- Guest passes must be requested at least one week prior to the guest's visit.
- Guests will read and follow all pool rules, guests will not bring outside food or coolers to the Amenities/Pool, guests understand that the community pools are only open from dawn to dusk, and guests will not bring pets into Amenities/Pool areas.
- Diaper age children will wear swim diapers when in any of the swimming pools.
- No overnight parking in the street.
- Specific events hosted at our community will be listed as "member only."
- No guests allowed in the Fitness Center between 8:00 am and 12:00 pm 11/1 - 4/30.
- No guest play will be allowed on the tennis courts prior to 11:00 AM. A maximum of three (3) guests are allowed on the tennis courts.

Homeowner's Name: _____ **Member #:** _____

Tenant's Name: _____ **Member** _____

Address: _____

Starting Date: _____ **Ending Date:** _____ ***Maximum of 14 Days**

Guest (1): _____ **DOB** _____

Guest (2): _____ **DOB** _____

Guest (3): _____ **DOB** _____

Guest (4): _____ **DOB** _____

Do you give permission to your guest to apply amenity charges to your membership account?

Yes No

I, the member/owner, understand that I am responsible for my guest(s) and my tenants and their guests. I have made my guest(s) and tenants aware of the community rules. I acknowledge that my privileges to use the Amenities can be suspended and/or receive a fine due to my guests' and tenant's guests' non-compliance with our documents.

Signature: _____

If submitting this form electronically, please email the document to the Admin Office at
Admin1@BonitaNationalGolfCC.com AND Admin2@BonitaNationalGolfCC.com. Contact the office with any questions.