

**Please return (top page only) to office when completed**

**INDIES WEST ASSOCIATION**  
2200 Gulf Shore Blvd., N. Naples, FL 34102  
*Dawn Strouse/Mgr Cell# 920-740-3583*  
Office: 239-263-6905 Fax: 239-263-6908  
E-mail: Indieswestnaples@gmail.com

**REQUEST FOR GUEST OCCUPANCY**

**Guest Names:** Please print names of all people staying in unit # \_\_\_\_\_  
No more than 6 guests allowed at one time.

**Note:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Number in party:** Adults \_\_\_\_\_ Children \_\_\_\_\_

**Relationship to Owner:** Family \_\_\_\_\_ Guest \_\_\_\_\_

**Occupancy from** \_\_\_\_\_ **to** \_\_\_\_\_

**Vehicle Make** \_\_\_\_\_ **License Number** \_\_\_\_\_

**Please provide a cell phone # where you can be reached during your stay** \_\_\_\_\_

**We/I agree to abide by the "House & Ground Rules" of the Indies West Association, Inc. –  
A copy is attached.**

**Guest Signatures:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signed in by Manager** \_\_\_\_\_ **Date** \_\_\_\_\_ **Time** \_\_\_\_\_

## Abbreviated Check List for Guests of Indies West

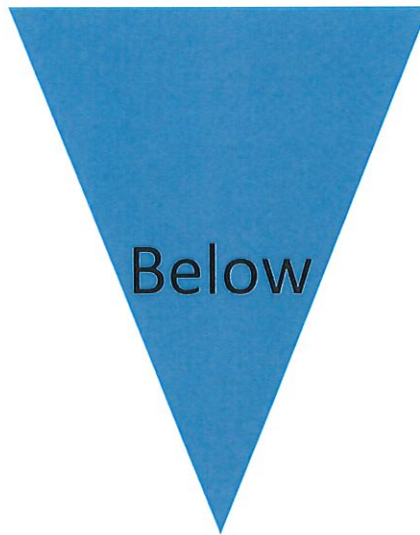
Welcome to Indies West, a condominium community of 80 unit owners. Thank you in advance for following the guidelines below which are designed for everyone's safety and living pleasure.

1. A "Request for Guest Occupancy" form must be filled out and returned to the office at your earliest Convenience. Office hours are 8-12 and 1-5 Monday through Friday. There is a mail slot/box near the office door to drop the form into. We have a full time Property Manager. The office number is 239-263-6905 and her cell number is 920-740-3583. **Please contact your host first if you have any condo unit questions or issues prior to calling the Property Manager.**
2. Our speed limit on the property is 10 miles per hour. Please make sure you drive slowly and be aware that small children could dart into the street at a moment's notice.
3. Guest Parking Passes (obtained from your host) are required to be displayed on the front dashboard of cars, especially if being parked overnight on the premises. Parking is allowed only in areas that are marked with a cement bumper and in areas indicated on the attached parking diagram. Cars without Guest Parking Passes could be subject to towing.
4. We do recycle. Recyclables are only picked up on Wednesdays. They should be set out in the blue bin in your garage by 10:00 a.m. Glass, cans, plastic bottles, and paper can be comingled.
5. Regular trash is picked up on Monday, Wednesday, and Friday. Place your garbage in the can in the garage or in the door in the side of the building if you have one. Not sure – call your host first before asking the office. All trash must be in bags. We will be unable to pick up any trash if it is dropped loose in the can. We will also be unable to pick up trash in the can if we see a lot of recyclable items mixed in with regular trash.
6. Some units have electric shutters. If you are not sure how to operate them, ask your host for instructions before calling the office for instructions. Most of the buttons for operation can be found on a wall. Up to open, down to close. Other than that, the buttons should be in the "neutral" position which is in the middle.
7. There is a washer/dryer in the garage for your use. It is not necessary to leave the garage door open during use, as all dryers are vented to the outside.
8. Beach chairs, toys, etc. should be stored inside the unit or in the garage. Please do not hang towels or suits to dry over any outside railings. Also, please do not leave shoes outside your entry door.
9. The pool is behind the office/yardarm building. Rules for the pool are posted in that area. The Yardarm is the common room and if open, has books, TV, and a fully stocked kitchen. There is a calendar on the Indies West Website (<https://indies-west.com/calendar>) to use to reserve the Yard Arm or grill area.
10. The beach is accessible through any of the walkways between buildings A/B, B/C and C/D. There is water for washing off the sand at each of the beach steps. As a courtesy to units owners in these buildings, please wash all sand from your feet before walking through the entryways.
11. Please be considerate of others as it relates to loud noise from parties, TV's, stereos, etc. If you are occupying a second floor unit that has either hardwood or tile flooring, as a courtesy to your neighbor on the first floor, please wear only soft soled shoes due to the transmission of noise.
12. No more than a total of 6 people shall occupy a unit.

# **GRILL RULES**

- 1. To light grills, turn valve on and turn grill knob to light and push the red button.**
- 2. Spray Pam on prior to using the grill to keep food from sticking. There's also a spray bottle of water underneath cupboard.**
- 3. Please clean grill after each use.**
- 4. No children under the age of 16 should use the grill without adult supervision.**
- 5. Emergency valve must be turned off after each use for safety concerns.**

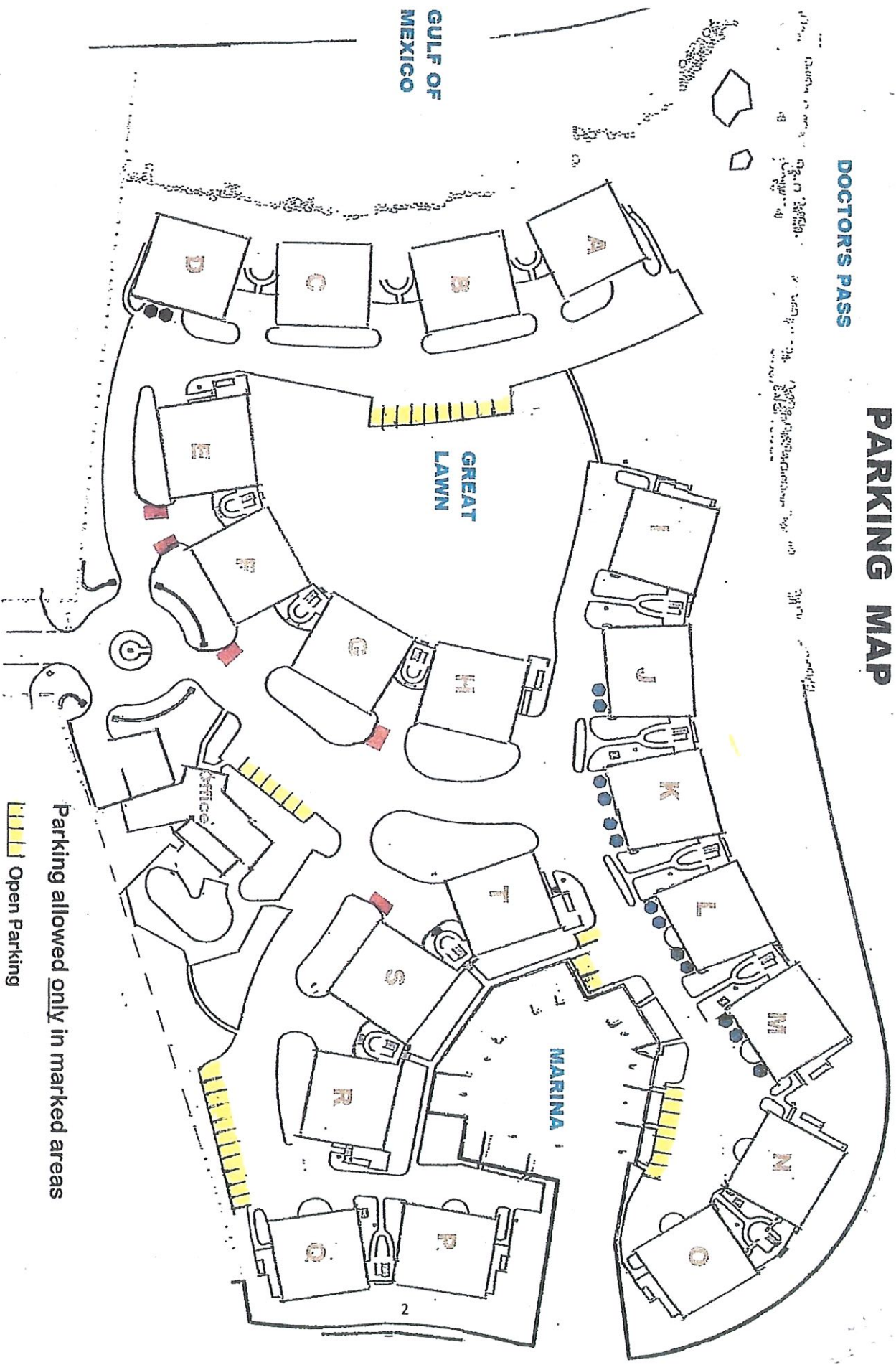
**Emergency Shutoff Valve**



- 6. After the grill cools, replace the all-weather cover. This is important to protect the grill from rain and sprinklers!**

DOCTOR'S PASS

PARKING MAP



Parking allowed only in marked areas

Open Parking

Owner of unit or their guests

Daytime parking only for owners/guests

(To allow for access of emergency vehicles in evenings)