



## 2018-2019 Countryside Master Association Tenant Application Checklist

*(These steps must be followed to ensure proper and timely processing of privileges)*

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### Did you.....?

- Return this completed Master Association Tenant/Envera application 6 weeks prior to tenant arrival?  
Countryside Master Association ~ 600 Countryside Drive, Naples, FL 34104
  
- OPTIONAL – To gain access to the Wellness Center complete Page 6:
  
- Return the separate one-page Local Condominium, HOAI, HOA II and HOA III Tenant application. (Separate Application) Send your local association's application to the Property Management Company or Respective Area Association President listed on the application.

### IMPORTANT!

- The transfer of privileges fee will be billed back to the Tenant's credit card.

**\*\*\* ALL Tenants 2018-2019 \*\*\***  
**MUST stop by the Administration Office**  
**for your card can be scanned**

- Countryside must have all Tenants' photos on file. All names charging to the account must be present for the photo when checking in for the first time.
  
- To check the status of your Tenant Application, please visit our website at:

**Countrysidegcc.net → Rental → Tenant Status**

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**2018-2019 COUNTRYSIDE MASTER ASSOCIATION TENANT APPLICATION  
WELCOME TO COUNTRYSIDE!**

**Information on all pages must be completed prior to arrival at Countryside.**

**There will be a delay of Club usage if we do not receive this Master Tenant application 6 weeks in advance. The owner's local association must approve tenants to avoid disruption of privileges.**

Tenant Name \_\_\_\_\_ Tenant Number (optional) \_\_\_\_\_

Rental Address \_\_\_\_\_ Unit Phone (239) \_\_\_\_\_

Rental Period From: \_\_\_/\_\_\_/\_\_\_ To: \_\_\_/\_\_\_/\_\_\_ Email address: \_\_\_\_\_

Tenant's Home Address \_\_\_\_\_

Tenant's Cell Phone \_\_\_\_\_ Tenant's Alternate Phone \_\_\_\_\_

Unit Owner \_\_\_\_\_ Member Number \_\_\_\_\_

**UNIT OWNER:** The owner understands that rights as a member to use Club facilities are suspended if membership privileges are transferred. If the member retains their privileges, then the tenant receives only a RAD for entry into Countryside. They will not be permitted to use any of the Club facilities, including access to Golf, Dining, Pool, Tennis, Bocce or the Wellness Center. Tenant privileges will be determined by the membership class of the unit owner. See below for transfer fee structure (subject to change).

**I agree to relinquish my club privileges to the above tenant.**

**Yes**, I will transfer my privileges

**No**, I will retain my club privileges for personal use

**MEMBERSHIP TRANSFER FEES**

**Golf Unit Fee - \$290.44**

**Social Unit Fee - \$157.94**

**No Membership Fee - \$111.04 (Tenants without privileges)**

- Non-refundable Transfer Fee will be charged to the credit card on file
- Owners and Tenants acknowledge that the Local Homeowners & Condominium Association may require additional applications and/or fees.

**Important tenant information:**

To avoid delay in club privileges, please *stop by the administrative office with a valid **Visa or MasterCard** credit card to activate membership account.* If your photo was not taken last year our staff will take photo when activating membership account; all names in account must be present.

**Gate Access:** ALL tenants will receive a RAD (Resident Access Decal) mailed in the Welcome Tenant pamphlet. **Barcode system is NO LONGER active**

**Wellness Center and Walking Gate Access (optional):** Access card will be mailed in the Welcome Tenant pamphlet

Countryside's Administration Office can be reached at (239) 353-1780 ext. 107 or via email at:

**renters@csgcc.net**

The above information will remain confidential and will be used solely for the purpose stated. It is the responsibility of the owner/resident to keep the above information current. Please advise Countryside's Administration Office with any changes, additions or deletions. By executing this agreement, Applicant warrants that all information set forth herein is true and correct and authorizes Countryside Golf & Country Club to verify said information by any means it deems necessary and appropriate.

Applicant(s) acknowledges that applicant(s) will abide by the rules & regulations set by the following:

1. Amended & Restated declaration of Covenants of the Countryside Homeowners Association.
2. Bylaws, Rules and Regulations of Countryside Golf & Country Club, Master Association, Inc.

Applicant(s) understands that Countryside Golf & Country Club is authorized to act as an agent for the unit owner, with full power to take whatever action necessary, including eviction, in the event the tenant/applicant and/or their guests violate any rules and regulations stated in the documents mentioned herein. Applicant(s) acknowledges that the tenant's golf privileges include access to the golf course however, green fees plus golf cart fees will be charged to the tenant's account upon usage. Applicant may contact the Golf Shop, (239) 353-1780 option 3, for golf tee times and fee schedules once the tenant's club privileges are activated.

**Tenant Payment Process**

A credit card will be required for all charges made during your tenancy. All food, beverages, merchandise, services and other charges of the Club will be charged to the applicant's Club account. The tenant's credit card account will be charged monthly and a monthly statement of those charges will be sent to them. The Applicant will hold primary responsibility for charges incurred during this period and owner(s) assume secondary responsibility for any unpaid charges by their tenant.

Applicant(s) acknowledges that if the local association does not approve their tenancy, the Master Association reserves the right to deny the use of club privileges.

**Applicant Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Co-Applicant Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Owner/Realty Agency Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_



Countryside Golf & Country Club  
Tenant Credit Card Authorization Form

Tenant Name: \_\_\_\_\_

Rental Period Begin: \_\_\_\_\_ Ending: \_\_\_\_\_

**\*Please do NOT write your credit card number on this form\***

**\*\*\* ALL 2018-2019 Tenants \*\*\*  
MUST please stop by the Administration Office  
for your card can be scanned**

I hereby authorize Countryside Master Association (dba Countryside Golf & Country Club) to electronically credit or debit my credit card on the 10<sup>th</sup> day of the month, or next closest business day following the 10<sup>th</sup>, for all Master Association related charges or adjustments to account. I further agree that I will maintain an active Visa or Mastercard on file for payment of any charges, and promptly notify the Administration Office with any changes.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_



### Walking Gate & Wellness Center Access Tenant PROX CARD Release & Liability



**Optional Tenant Access Card  
\$10 fee charged to account**

**IMPORTANT: RELEASE AND WAIVER OF LIABILITY AND INDEMNITY.** You hereby acknowledge and agree that use by you, and/or by your family members or minor children, of the Club’s facilities, services, equipment or premises, involves risks of injury to persons and property, including those described below, and that ***you assume full responsibility for such risks.*** In consideration for you and your minor children and guests being permitted to enter the Club’s facility for any purpose, including observation, use of facilities, services or equipment or participation in any way, you hereby agree to the following: ***you hereby release and hold the Club,*** its directors, officers, employees and agents ***harmless from all liability*** to a member, or his or her family, children, personal representatives, assigns, heirs, and next of kin for any loss or damage, ***and forever give up any claim or demand therefore, on account of injury to a members person*** or property, ***including injury leading to the death of a member, whether caused by the active or passive negligence of the Club or otherwise, to the fullest extent permitted by law.*** You also ***hereby agree to indemnify the Club from any loss, liability, damage or cost the Club may incur due to the presence of you or your family or guests in or about the Club premises or in any way observing or using any facilities or equipment of the Club whether caused by the negligence of a member or otherwise.*** By signing this release, you are acknowledging that you, your family members and guests are in good physical condition and have no disability, illness, or other condition that could prevent you or them from exercising without injury or impairment of health, and that you and your family and guests have consulted with a physician concerning an exercise program that will not risk injury to anyone or impair their health. ***Such risk of injury includes (but is not limited to): injuries arising from use by a member or others of exercise equipment and machines; injuries arising from participation by a member or others in supervised or unsupervised activities or programs at the Club;*** injuries and medical disorders arising from exercising at the Club such as heart attacks, strokes, heat stress, sprains, broken bones, and torn muscles and ligaments, among others; ***and accidental injuries occurring anywhere in Club dressing rooms, showers and other facilities.*** You further expressly agree that the forgoing release, waiver and indemnity agreement is intended to be as broad and inclusive as permitted by the law of the State of Florida and that if any portion thereof is held to be invalid, it is agreed that the balance shall, notwithstanding, continue in full force and effect. ***You acknowledge that you have read this release and waiver of liability and indemnity clause, and agree that no oral representations, statements, or inducement apart from the language set for above have been made.***

I understand and acknowledge that only accompanied guests aged 18 years and older are allowed to use the Wellness Center and equipment.

TENANT’S NAME \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Rental Period From: \_\_\_/\_\_\_/\_\_\_ To: \_\_\_/\_\_\_/\_\_\_

- The purchase of a Prox Card is required for Tenant access to the Wellness Center.
- Limit 2 Prox Cards per Tenant account. A non-refundable \$10 fee will be charged to the tenant’s account per card.
- Tenant(s’) photo is required

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Office use only

Tenant Acct. # to be Billed \_\_\_\_\_ Amount to Bill \$ \_\_\_\_\_

PROX CARD #1 \_\_\_\_\_ PROX CARD #2 \_\_\_\_\_

**New**

Community Name: COUNTRYSIDE GOLF & COUNTRY CLUB

Tenant Name: \_\_\_\_\_

Rental Address: \_\_\_\_\_ Unit #: \_\_\_\_\_

Primary Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Rental Start Date: \_\_\_\_\_ Rental End Date: \_\_\_\_\_

**Countryside is a gated community with an Envera Virtual Gate Guard Kiosk:**

Once your form has been processed, a MyEnvera account will be created for you. Your username and password will then be emailed (if provided) or mailed to you. It is required for you to access your account online at [www.myenvera.com](http://www.myenvera.com) or through the Envera Smartphone App (available on both Android and iPhone). The Help section will explain the essentials of the system and how you may interact with it. In addition to MyEnvera, you may also schedule guests over the phone by calling **Customer Service at (877) 936-8372**. With the information below, Envera will enter your initial visitor list for you, or you may enter it on your own on your MyEnvera account. This list should be used for any and all relatives, house guests or service providers that you expect on a regular basis. Please provide a first & last name or company name in the spaces below. The information will remain confidential and will be used solely for the purpose stated. It is the responsibility of the tenant to keep the above information current.

**Tenant's Permanent Visitor List**


FOR ENVERA USE ONLY:		Credential Type: (F)job (S)ticker (C)ard (O)ther			
#1 ( )	#2 ( )	#3 ( )	#4 ( )		
_____	_____	_____	_____		

