

MILANO SECTION I
APPLICATION FOR APPROVAL TO
PURCHASE PROPERTY

IN ACCORDANCE WITH THE GOVERNING DOCUMENTS OF THE ASSOCIATION, THIS FORM AND ALL REQUIRED ENCLOSURES MUST BE SUBMITTED TO FRANKLY COASTAL PROPERTY MANAGEMENT LLC THIRTY DAYS (30) PRIOR TO OCCUPANCY. APPROVAL MUST BE RECEIVED PRIOR TO OCCUPANCY.

Please complete entire application. An incomplete application will cause delays in processing

Seller/Owner of Record: _____

Address: _____ Unit #: _____ Bldg #: _____

Closing Date: _____ Date of New Owner Occupancy: _____

THE UNDERSIGNED HEREBY MAKES APPLICATION FOR OWNERSHIP IN MILANO SECTION I COMMUNITY SITUATED IN THE MILANO RECREATION ASSOCIATION, INC. IN ACCORDANCE WITH THE DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR MILANO RECREATION ASSOCIATION, INC., THE PURCHASER(S) represent that the following information is true and correct. By submitting this application, I consent to the Association performing a criminal background check and a credit check. I understand that my application may be denied by the Association based upon background information obtained.

****UNITS MAY NOT BE LEASED UNTIL OWNER HAS HELD TITLE FOR AT LEAST 12 MONTHS ****

****NO MORE THAN 52 UNITS MAY BE LEASED IN MILANO AT ANY GIVEN TIME ****

A) Purchaser(s)/Person(s) Taking Title to Dwelling Unit

Full Name of Applicant: _____

DOB: _____ Phone: _____ Email: _____

Present Address: _____

Full Name of Co-Applicant/Spouse: _____

DOB: _____ Phone: _____ Email: _____

Present Address: _____

All other occupants: (occupants 18 years of age or older will need a background check)

Name: _____ DOB: _____ Relationship: _____

Present Address: _____

Name: _____ DOB: _____ Relationship: _____

Present Address: _____

Name: _____ DOB: _____ Relationship: _____

Present Address: _____

Milano Section I Residents' Association, Inc.
c/o Frankly Coastal Property Management LLC
(239) 774-7088
support@collierfinancial.net

If dwelling unit is to be a part-time residence or will be rented, please complete below as to who and where all correspondence dealing with this Association is to go:

Name: _____ Address: _____ City: _____
State: _____ Phone: _____ Email: _____

B) Automobiles

***NOTE: Only 2 vehicles are allowed per dwelling unit.
Cars must be parked in enclosed garage or driveway.***

Auto: Make/Model: _____ Color: _____ Yr: _____ Lic#: _____ St: _____

Auto: Make/Model: _____ Color: _____ Yr: _____ Lic#: _____ St: _____

(If auto is unknown or rental auto is unknown, please indicate above)

C) Pets

***NOTE: Only 2 small dogs, cats or common domesticated pets are allowed per dwelling unit.
No aggressive breeds are allowed. Dogs are not to exceed 40 pounds each.
Picture(s) must be provided with application.***

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

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

(If no pets, please indicate above)

D) Employment

Applicant #1:

Employer: _____ Address: _____

Employment from: _____ To: _____ Position: _____ Phone: _____

NOTE: If retired, enter former business or profession on employer line above.

Applicant #2:

Employer: _____ Address: _____

Employment from: _____ To: _____ Position: _____ Phone: _____

NOTE: If retired, enter former business or profession on employer line above.

E) Banking/Financial

Applicant #1:

Financial Reference: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Applicant #2:

Financial Reference: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

NOTE: Occupancy is restricted to 1 family – no more than 2 persons per bedroom.

I/we is/are purchasing this dwelling unit with the intention to (select applicable choice):

_____ Reside here on a full-time basis _____ Reside here on a part-time basis _____ Lease the unit (*only after holding title for more than 12 months*)

F) Two References with Letters (per applicant/occupant, age 18 and over, one each – employer & personal; do not use relatives or other occupants of intended Milano Unit):

Name: _____ Phone: _____ Address: _____

Name: _____ Phone: _____ Address: _____

G) In case of emergency, contact:

Name: _____ Phone: _____ Address: _____

By submitting this application, I consent to the Association performing a criminal background check and a credit check. I understand that my application may be denied by the Association based upon background information obtained.

I (We) request approval to purchase the aforementioned dwelling unit. I (We) hereby state that the Seller has made available to me all of the governing documents for Milano Recreation Association, Inc., as well as any sub-association within the Milano community, including any rules and regulations, as they may exist or be amended, time to time. I (We) acknowledge receipt of and have read and agree to abide by these governing documents, as they may exist or be amended, time to time.

I (We) also agree and acknowledge that, should my application for sale or transfer be approved, that I will be required to pay a \$1,000.00 resale assessment contribution at the closing of my purchase.

1. SIGNATURE OF APPLICANT: _____ Date: _____

2. SIGNATURE OF APPLICANT: _____ Date: _____

Name of Real Estate Agent & Agency: _____ Phone: _____

Closing Attorney/Title Company: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

If this application is not legible or is not completely and accurately filled out, the Association will not be liable or responsible for any inaccurate information in the investigation caused by such omissions or illegibility.

Please include the following: (an incomplete application package will cause delays in processing)

- _____ Fully Completed Application
- _____ Background Check Authorization Form (one for each applicant/occupant age 18 and over)
- _____ Photo ID for each applicant/occupant 18 years and older: Driver’s license or Passport
- _____ Reference Letters (2 per applicant/occupant age 18 and over)
- _____ Compliance Agreement form
- _____ Addendum Check List
- _____ Vehicle Registration/Parking Request form
- _____ Waiver of Liability form
- _____ Consent form
- _____ Copy of executed Sales Contract
- _____ Picture(s) of pet(s), if applicable
- _____ Dog Registration form, if applicable
- _____ \$100.00 – Payable to “Milano Section I” (application fee – nonrefundable)
- _____ \$50.00 – Payable to “Milano Section I” (background check required for each applicant/occupant age 18 and older, including both spouses, if married, **\$50.00 PER person**)
- _____ Additional Documents required for Foreign Applicants (see attachment to sales package)

Forward application to: Frankly Coastal Property Management, LLC
Collier Financial
4985 Tamiami Trail East
Naples, FL 34113

ACTION OF BOARD OF DIRECTORS:

Approved: _____ Disapproved: _____ Date of Decision: _____

By: _____ or _____
Association President/Secretary Manager for the Association

Milano Section I Residents’ Association, Inc.
c/o Frankly Coastal Property Management LLC
(239) 774-7088
support@collierfinancial.net

INSTRUCTIONS:

- 1 -All applicants are processed as separate investigations.
- 2 -Print legibly or type all information. Account and telephone numbers and complete addresses are required.
- 3 -If any question is not answered or left blank, this application may be returned, not processed or not approved.
- 4 -Missing information will cause delays in processing your application.
- 5 -Any misrepresentation, falsification or omission of information may result in your disqualification.
- 6- Only the applicants are authorized to sign all forms on page 2.

APPLICATION FOR OCCUPANCY/APPROVAL

PRINT OR TYPE (Use Black Ink)

Purchase _____ or Lease _____ (How long)

Apt. No. _____ Bldg No. _____ Special Address or Unit _____

Date _____ 20____ Desired date of occupancy _____

Name (Mr./Mrs./Ms.) _____ Date of Birth _____ Soc. Sec No. _____
(mm/dd/yy) (Passport, Alien, Green Card, Social Insurance No.)

Spouse (Mr./Mrs./Ms.) _____ Date of Birth _____ Soc. Sec No. _____
(mm/dd/yy) (Passport, Alien, Green Card, Social Insurance No.)

[] Sngl. [] Married [] Widow(er) [] Sep. _____ [] Div. _____ Maiden Name _____
(How long) (How long)

Number of people who will occupy. Adults (over age 18) _____ Children (over 18) _____ Children (under 18) _____

Names & ages of children who will occupy: _____

Description of Pets (Breed, Size, Color, Weight, Etc.) _____

In case of emergency notify: _____
Name Address Telephone

PRINT OR TYPE (Use Black Ink)

RESIDENCE HISTORY

A. Present Address _____ Phone (____) _____
(Street Address, Apt No., City, State, Zip)

Name of Apt. /Condo _____ Phone (____) _____ Dates of Residency _____

Name of Landlord or Mortgage Co. _____ Phone (____) _____

Address _____ Mtg. No. _____

B. Previous Address _____ Your Apt No. _____
(Street Address, Apt No., City, State, Zip)

Name of Apt. /Condo _____ Phone (____) _____ Dates of Residency _____

Name of Landlord or Mortgage Co. _____ Phone (____) _____

Address _____ Mtg. No. _____

C. Prior Address _____ Your Apt No. _____
(Street Address, Apt No., City, State, Zip)

Name of Apt. /Condo _____ Phone (____) _____ Dates of Residency _____

Name of Landlord or Mortgage Co. _____ Phone (____) _____

Address _____ Mtg. No. _____

PRINT OR TYPE (Use Black Ink)

EMPLOYMENT & BANK REFERENCES

A. Employed By (Business Name) _____ Phone (____) _____
(or retired from)

How long _____ Dept. or Position _____ Mo. Income _____

Address _____ Zip _____

B. Spouse's Employment (Business Name) _____ Phone (____) _____
(or retired from)

How long _____ Dept. or Position _____ Mo. Income _____

Address _____ Zip _____

C. Bank Reference _____ Phone (____) _____

How long _____ Ck. Acct. No. _____ Sav. Acct. No. _____

Address _____ Zip _____

D. Bank Reference _____ Phone (____) _____

How long _____ Ck. Acct. No. _____ Sav. Acct. No. _____

Address _____ Zip _____

PRINT OR TYPE (Use Black Ink)

CHARACTER REFERENCES

1. _____
Name Address Phone (Residential & Office)

2. _____
Name Address Phone (Residential & Office)

3. _____
Name Address Phone (Residential & Office)

Driver's Lic. No. #1 _____ #2 _____ State _____

Make _____ Model _____ Year _____ Plate No. _____ Color _____ State _____

Make _____ Model _____ Year _____ Plate No. _____ Color _____ State _____

If this application is NOT legible or is not completely and accurately filled out, Applicant Information (and the Association) will not be liable or responsible for any inaccurate information in the investigation and related report (to the Association) caused by such omissions or illegibility. By signing, the applicant recognizes that the Association or their agent, Applicant Information may investigate the information supplied by the applicant and a full disclosure of pertinent facts may be made to the Association. The investigation may be made of the applicant's character, general reputation, personal characteristics, credit standing, criminal background and mode of living as applicable. I may request, in writing, within a reasonable time, a complete and accurate disclosure of the nature and scope of any investigation.

Signature _____ Applicant Signature _____ Applicant's Spouse

APPLICANT(S): Most banks, financial institutions, mortgage companies and employers require your signature and name printed. Make sure Authorization Form is completed as indicated.

AUTHORIZATION TO RELEASE BANKING, CREDIT, RESIDENCE, EMPLOYMENT, AND CRIMINAL BACKGROUND

I have named you as a reference on my application for residency.

You are hereby authorized to release and give to the below mentioned party(s) or their Attorney or Representative, any and all information they request concerning my banking, credit, residence, employment, and background in reference with my /our application made for residency.

DESIGNATED PARTY: APPLICANT INFORMATION

I hereby waive any privileges I may have with respect to the said information in reference to its release to the aforesaid party(s).

Photocopies of this Authorization may be made to facilitate multiple inquiries. In the event you do receive a photocopy of this Authorization, it should be treated as an original and the requested information should be released to facilitate my/our application for residency.

(Applicant's Signature)

(Applicant's Name Printed)

(Spouse's Signature)

(Spouse's Name Printed)

DATE _____

Milano Section I Residents' Association, Inc.

Additional Required Documents for Foreign Applicants/Occupants

Each applicant/occupant age 18 and over:

- Credit Report from applicant's/occupant's country of origin
 - from one of the following agencies: Equifax, TransUnion, or Experian
- Government issued Passport with photo ID
- 2 Character Reference Letters – one each: business/employer & personal

CANADIAN RESIDENTS:

Equifax: (800) 465-7166
TransUnion: (800) 663-9980
Experian: not available in Canada

MILANO RECREATION ASSOCIATION, INC.

COMPLIANCE AGREEMENT

NAMES OF RESIDENTS (please print the names of all owners, tenants and family members over the age of 18 who will occupy the unit):

_____	_____
_____	_____
_____	_____

UNIT NUMBER & ADDRESS: _____ in **MILANO**

By signing this Compliance Agreement and taking occupancy in the above-described unit in MILANO, I HEREBY ACKNOWLEDGE AND AGREE that I have received a complete copy of the Rules and Regulations for the Milano Recreation Association, that I have reviewed the Rules in their entirety, that I understand the restrictions and obligations contained in the Rules and that I agree to abide by the Rules for as long as I reside in the unit.

I further ACKNOWLEDGE AND AGREE that the Milano Recreation Association, Inc. has the right to impose fines and suspensions if I fail to abide by the Rules and the right to seek an eviction or injunctive relief under legal proceedings if I continue to violate the Rules after a written warning from the Association. I understand and agree that the Association's Board of Directors has the right to determine if a violation has occurred, in its sole discretion.

DATED: _____, 20____.

SIGNATURE

SIGNATURE

SIGNATURE

SIGNATURE

SIGNATURE

SIGNATURE

Applies to new owners, new tenants, and lease renewals

MILANO SECTION I
ADDENDUM TO APPLICATIONS

THE FOLLOWING LIST INCLUDES ITEMS TO BE TRANSFERRED TO NEW OWNER:

Front Door Key	_____
Mail Box Key	_____
Garage Door Opener	_____
Amenities Key	_____
2 Green and White Guest Passes	_____
Hurricane Shutters and Kit	_____

Please note that ALL the above items must be turned over by the Seller to the Buyer. By signing below, you acknowledge that you have been informed of this requirement.

Buyer Signature



MILANO RECREATION VEHICLE REGISTRATION FORM

Please complete the following for each vehicle belonging to your household. If you currently have a tenant in your unit, complete both sections indicated for owner and tenant. If you and/or your tenants do not currently have a sticker on their vehicle, please contact our office to obtain one.

CIRCLE ONE: SECTION I SECTION II SECTION III SECTION IV

HOMEOWNER VEHICLE(S):

Owner Name(s): _____

Property Address: _____

Phone Number: _____ E-mail: _____

(1) Vehicle Make _____ Vehicle Model _____

Color _____ License Plate _____ Sticker # _____

(2) Vehicle Make _____ Vehicle Model _____

Color _____ License Plate _____ Sticker # _____

TENANT VEHICLE(S):

Tenant Name(s): _____

Property Address: _____

Phone Number: _____ E-mail: _____

(1) Vehicle Make _____ Vehicle Model _____

Color _____ License Plate _____ Sticker # _____

(2) Vehicle Make _____ Vehicle Model _____

Color _____ License Plate _____ Sticker # _____

TERM OF TENANT OCCUPANCY: FROM ____/____/____ TO ____/____/____

MILANO RECREATION ASSOCIATION, INC.
WAIVER OF LIABILITY AND INDEMNIFICATION

I agree that I am personally responsible for my safety and actions while using the pool at Milano. I agree to comply with all Milano Recreation Association, Inc. (“Milano Recreation”) policies and rules, including but not limited to all temporary and/or emergency policies, guidelines, rules and instructions regarding the common areas and facilities during the COVID-19 pandemic.

With full awareness and appreciation of the risks involved, I, for myself and on behalf of my family, spouse, estate, heirs, executors, administrators, assigns, and personal representatives, hereby forever release, waive, discharge, and covenant not to sue Milano Recreation Association, Inc., including any Milano Neighborhood Associations and/or its respective Board of Directors, officers, agents, servants, independent contractors, affiliates, employees, successors and assigns (collectively referred to as “Released Parties”) from any and all liability, claims, demands, actions, and causes of action whatsoever, directly or indirectly arising out of or related to any loss, damage, or injury, including death, that may be sustained by me related to COVID-19 whether caused by the negligence of the Released Parties, any third-party using Milano common facilities, or otherwise, while participating in any activity while in, on, or around the Milano Recreation pool and/or common areas and/or while using any Milano common amenities and/or facilities.

I agree to indemnify defend, and hold harmless the Released Parties from and against any and all costs, expenses, damages, claims, lawsuits, judgments, losses, and/or liabilities (including attorney’s fees and costs) arising either directly or indirectly from or related to any and all claims made by or against any of the Released Parties due to bodily injury, death, loss of use, monetary loss, or any other injury from or related to my use of the Milano Recreation pool, facilities, common areas, or common amenities, whether caused by the negligence of the Released Parties or otherwise specifically related to COVID-19.

By signing below, I acknowledge and represent that I have read the foregoing Waiver of Liability, understand it and sign it voluntarily as my own free act and deed, including without limitation the Release of Liability and Indemnification requirements contained in this document; I am sufficiently informed about the risks involved in using the Milano Recreation pool, facilities, common areas and/or common amenities to decide whether to sign this document; no oral representations, statements, or inducements, apart from the foregoing written agreement, have been made; I am at least eighteen (18) years of age and fully competent; and I execute this document for full, adequate, and complete consideration fully intending to be bound by the same. I agree that this Wavier of Liability shall be governed by and construed in accordance with Florida law, and that if any of the provisions hereof are found to be unenforceable, the remainder shall be enforced as fully as possible and the unenforceable provision(s) shall be deemed modified to the limited extent required to permit enforcement of the Wavier of Liability as a whole. This waiver remains in effect until the State of Florida lifts all COVID-19 related mandates.

Printed Name

Date

Signature

Consent Form – Electronic Notification

Dear Milano I Homeowners,

Per Florida Statutes, Associations are allowed to send communication of pertinent matters to owners via electronic notification (email) such as budget adoption meeting notices, and annual or special members meeting notices, if owners provide written consent. The Board of Directors would like to move away from mailing these documents via regular mail and transition towards electronic transmissions in an effort to save money (administrative and postage costs) and to provide our members with immediate and timely association notifications. Please note that receiving notices electronically is optional. Ideally, the more owners who agree to receive notices electronically, the more the Association will save in costs.

If you would like to receive notices electronically in lieu of receiving notices by US mail, we ask that you complete this form in order for the association to proceed with this beneficial and preferred method of communication to all our residents.

- If you elect to receive electronic transmissions of association business, you will be sent all pertinent association matters via electronic notification (email) only.
- If you elect *not* to receive electronic transmissions of association business, the association is obligated to send you notification of all pertinent association matters via regular US mail.

PLEASE PRINT LEGIBLY:

Owner Name(s): _____

Florida Assn. (Parcel) Address: _____

Phone Number(s): a) _____ b) _____

Primary Email Address: _____

Secondary Email Address: _____

**I agree to accept electronic transmission (email) of
Association information and official notice requirements.**

It is your obligation to inform Collier Financial, Inc. of changes to your email address.

(Please check one) **YES** **NO**

Unit Owner(s) Signature _____ Date _____

Please mail, fax, or email this form to:

Attn: Admn. Dept.
Collier Financial
4985 Tamiami Trail East
Naples, FL 34113
Phone: 239-774-7088
Fax: 239-774-1512
Email: support@collierfinancial.net

The Board of Directors thank you in advance for your cooperation.

Milano Recreation Dog Registration Form

Please complete the following information

CIRCLE ONE: SECTION I SECTION II SECTION III SECTION IV

HOMEOWNER INFORMATION(S):

Owner Name(s): _____

Property Address: _____

Phone Number: _____ E-mail: _____

DOG:

Breed: _____ Collier County Registration #: _____

Breed: _____ Collier County Registration #: _____

PLEASE SUPPLY A PICTURE OF THE DOG(S) ALONG WITH THE RABIES CERTIFICATION

**** IF THIS IS A SERVICE OR EMOTIONAL SUPPORT ANIMAL, PLEASE SUPPLY DOCUMENTATION WITH THIS FORM.****

PLEASE NOTE THAT PER THE MILANO RECREATION RULES AND REGULATIONS AND THE BYLAWS, DOGS MAY NOT WEIGH MORE THAN 40 POUNDS AND ARE LIMITED TO TWO AT 40 LBS EACH.

MILANO RECREATION ASSOCIATION, INC.

RULES & REGULATIONS

Formally Adopted May 20, 2008
Revised and Adopted June 29, 2009
Revised and Adopted April 1, 2015
Revised and Adopted February 22, 2021

To protect the character, harmony, stability and value of the Milano Association Community, this easy-to-use guide is being provided to the resident of Milano.

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While the Master Recreation Association Governing Documents will always supersede any documents that pertain to Rules & Regulations or Policies, this document is intended to be used as a quick guide to the rights and restriction of the Association. The residents of Milano are always encouraged to refer to the Declaration of the Covenants and Restrictions of the Master Recreation Association. **Please note at the end of each point is a reference to the Amended and Restated Master Recreations Association Governing Documents adopted August 8, 2020. Please see this association document for full details located on the association website at www.milanonaples.com.**

GENERAL

- Please observe the speed limit of 10 miles per hour within Milano (9.3)
- Garage doors must be kept CLOSED except when a vehicle must enter or exit the garage- No Exceptions (5.5) (ND7A)
- Garages and Lanais are to be used as intended and not as room to store items, reside or “live” in (5.5) (ND 5.5)
- Please respect “No Trespassing” Areas as these are not common areas for children to play. “No Trespassing” signs have been placed appropriately throughout the community.
- All garbage and trash containers must be placed within the garage. (9.11) Trash containers can be set out at the curb after **6pm the night before trash collection** (Tuesday and Friday) and returned to the garages **before 11pm that night**. Recycling pick up is Friday only.
- No fishing, swimming, boating or playing allowed in the lakes. No exceptions. (SWFL Permit prohibits)
- Residents are not allowed to conduct any trade or business activities within Milano that are apparent or detectable by sight, sound or smell from outside the unit; constitute a nuisance; are hazardous or offensive; threaten the safety and security of other residents and that do not conform to zoning requirements (9.1)
- Animals must be kept on a lease at all times and all animal waste must be picked up and disposed of by resident animal owners or their guests who bring animals into Milano. Fines of \$250 will be imposed for violations. (9.6)
- No littering of any kind (i.e. cigarette butts, cans, papers, trash) is allowed in Milano.
- Skateboards of any kind, bicycles, mopeds, and hoverboards, etc. are not allowed to be used or ridden on Milano common areas or at recreational facilities (pool, basketball courts, or tennis courts or Milano Park)
- Please refer to the Milano Recreation Association Property Manager regarding any issues further outlined in this document.
 - Sales or Leases (12.1-12.8)
 - Landscaping (5.1, 7.2, 9.5, 9.9)
 - Change of tenant, vehicle, phone number, email, or address (3.10)

SALES AND LEASING

Please notify the Milano Recreation Association Property Manager regarding the sale or leasing of a unit. Items include, but may not be limited to:

- Completed Application and possible Board Member interview to be submitted at least **30 days before date of occupancy**. All forms available online on the Milano website at milanonaples.com.
- \$100 application fee for sales and lease applications
- National criminal background check \$50 screening fee
- No unit may be rented for less than 6 months or more than 12 months; no more than 2 times per year. Please note this is subject to availability as per the Rental Cap of 20% in the community effective as of 8/8/2020.
- New Owners, please note that you must live in the unit for 1 year before you may be eligible to rent your unit, subject to the rental cap of 20%.
- Only two vehicles allowed per unit, this includes motorcycles
- No Subleasing allowed. No Air BnB, VRBO, etc. allowed in Milano.
- \$1,000 Capital Contribution fee for sale or transfers
- \$75 Key Fob (Please note this is for every new rental). A Key Fob is assigned to each individual, not the unit, for access to the pool and tennis courts. Once the lease has ended, the Key Fob must be returned to the Property Management Company.

VEHICLES AND PARKING

Please contact the Milano Recreation Association Property Manager for a complete copy of the Vehicle and Parking policies. **Certain requirements are as follows and violations of infractions are subject to fines and/or immediate towing:**

- All vehicles must be registered with the Property Management Company. Owners (red) or Tenant (green) parking stickers must be displayed on all vehicles on the driver side rear window. Guests must have a guest parking tag (green) prominently placed on the rear view mirror and the unit number must be legible and clearly viewed. All vehicles must be in compliance or may be fined or the vehicle will be subject to towing. (policy)
- Guests cannot park in guest parking for more than **3 consecutive nights**.
- Guests staying from 3 days up to 29 days need to register with the Property Management Company to apply for an extended Guest Parking Pass with specific dates notating duration of the visit. Passes are issued for each occurrence and not in perpetuity. A \$50 fee may apply for each extended guest pass. (9.7)
- No more than 2 vehicles per unit, this includes motorcycles. No exceptions. Please see full list of excluded vehicles. (9.7 A)
- No parking on the street. (County Code)
- No partial or full blocking of any sidewalks. (9.7 D)

- No parking to create an overhang onto the street or sidewalk. (9.7)
- No sideways or parallel parking in the driveway or street is allowed. (9.7 C)
- No parking or driving on the grass or any landscaped area. (9.7)
- Owners and Tenants are not allowed to park their resident vehicles at the pool or basketball courts unless using the recreational facilities and are parked there for that period of time. Residents are not allowed to park in any designated guest parking overnight. (policy)
- Parking is not allowed at the post boxes.
- Motorcycles must be parked in the garage when not in use and never on the driveway. (9.7 A)
- Bicycles must be kept in a garage when not in use and not left outside. (9.7 A)
- Only operable and currently licensed and registered vehicles may be parked in Milano (9.7 A)
- Vehicles cannot be kept in a state of disrepair. (9.7 A)
- No parking is permitted on another owner's driveway without the expressed written consent of the owner, Board with documentation on file with the Property Management Company and the Towing Company. Additionally, the approved vehicle must be registered with the proper sticker as previously stated in the Rules and Regulations. (9.7 E)
- No overnight tandem parking allowed between the hours of 11pm -7am. (9.7 C)
- No commercial vehicles are allowed to park in Milano overnight. (9.7 C)

RECREATIONAL FACILITIES

Please follow all posted rules. If you violate these rules, usage of these facilities may be suspended. If you are 2 or more times in arrears on your Association Quarterly Assessments, your access may be suspended.

- You must use your assigned Key Fob for entry to the pool and tennis courts. No jumping over the fences.
- If you give out your assigned Key Fob, or if an unauthorized person is using your Key Fob then access will be suspended and fines may be imposed.
- Residents must observe the Pool Rules that are posted (i.e. no alcohol, no smoking, no unruly behavior, no use of bad language, no unmonitored screaming children, no loud music, no animals, no swimming or use of spa at night)
- Pool and Spa hours are Dawn to Dusk as per our permit. Use of the pool and spa after hours constitutes trespassing and violators will be prosecuted. Residents will be fined. No exceptions. There is 24 hour monitored surveillance at the pool.
- Tennis Courts are for playing tennis only. No other activities are permitted including bicycles, skateboards, or animals.
- The Basketball Court is for basketball only. No other activities are allowed including bicycles, skateboard, or animals.
- Milano Park is to be used for gatherings, children and pet recreation from dusk till dawn.

- Please clean up after yourself when using the Recreational Facilities. Please be considerate and leave the facilities in the condition in which you found them. This includes returning pool furniture and umbrellas to their original positions.
- Please contact the Milano Recreation Property Management Company to reserve space at the pool house for parties including a security deposit and schedule of availability.
- Any children under the age of 12 shall be supervised by a responsible adult, 18 years of age or older at all times. (9.18)
- No children under the age of 5 will be allowed to use the hot tub.

CHILDREN

Roadways in Milano shall be used only for their intended purpose, which is vehicular and pedestrian traffic. Children are not permitted to play in the roadways.

- Preserves are Private Property. No recreational activities are allowed in the preserves or around the lakes. (7.3)
- Personal recreational items such as, but not limited to bicycles, helmets, mopeds, go carts, hover boards, skateboards of any kind, and toys should be stored indoors when not in use. Items left outside overnight may be subject to a fine against the property owner, tenant, occupant, or guest.
- Chalk drawing on the driveway pavers, streets, sidewalks, tennis courts, basketball courts or parking lots is not permitted.
- Permanently affixed basketball hoops, toys, and swing sets are not permitted on an owner's property nor shall they be stored on any lanai. Portable toys and play equipment may be used during daylight hours and must be stored in the garage or inside the Living Unit or otherwise stored where they are not visible from the outside when not in use. (9.11)
- Motorized cars and scooters are not permitted in Milano. (policy)
- The speed limit in Milano is 10 mph. Any person, adult, or minor, who is witnessed speeding or otherwise using the roadways in an irresponsible or reckless manner will be in violation of this policy and subject to fines and further enforcement action.

PETS

Please ensure to follow these guidelines for pets in Milano:

- Animals must be on a leash at all times and all animal waste need to be picked up and disposed of by the owner of the animal, or their guests, who bring animals into Milano. (9.6)
- Aggressive dog breeds (i.e. Pit Bulls, Rottweilers, Dobermans, wolf breeds, etc. are not permitted in Milano. (9.6)
- Limit of two pets per unit maximum weight of 40lbs. each.

- Pets are not to be kept on lanais, screened porches front yards, or in garages and will be reported to the County if they annoy other residents with excessive barking etc. (9.3) (9.6)
- Pets are prohibited in rented or leased Living Units. (9.6)
- Pet owners are responsible for maintaining current vaccinations for their pets and shall provide copies of such records and proof of vaccinations, if requested by the Board within 5 days. (9.6)
- Pets are not allowed at or in the pool.

TRASH

Waste Management Schedule:

- Tuesdays – trash only
- Fridays – trash and recycling
- Remember: Trash containers can be set out at the curb after 6pm the night before trash collection and returned to the garages before 11pm that night.

Note: if you have larger items for trash pickup (i.e. Furniture, TVs, etc.) Waste Management MUST be called at (239) 649-2212 ahead of time to arrange for pick up so that items are not left out on the street.

Please pickup any litter in the community when noticed (i.e. cigarette butts, papers, trash, etc.).
Thank you

ARCHITECTURAL REVIEW

Any changes or additions being made to the outside of a unit (front or back) must first be submitted by application to the Architectural Review Committee and approved by the Milano Recreation Board. Application forms may be found on the Milano Website. Some examples are:

- Screen doors – to match existing front door color
- Installation and display of flags
- Satellite dishes – please see the specific details on installing a satellite dish
- All signs – there is a specific sign type approved for use within Milano
- Hurricane Shutters (other than the ones provided by the builder)
- Hi-Impact Glass or Film
- Florida Screens
- Lanai Tiling or Paving
- Certain decorations
- Do not nail signs to any trees or display signs in the window of a living unit (9.2)
- Approval from the ARC is required for surveillance or security cameras/devices installed on the exterior or interior of the living units.

GROUNDS MAINTENANCE & LANDSCAPING

Please notify the Milano Recreation Association Property Manager for information only on replacement or repair of:

- Outside entryway light fixtures or lights
- Outside address number

Comments and requests with regard to the landscaping maintenance should be directed to the Milano Recreation Association Property Manager or the Milano Recreation Association Board member in charge of the Landscape Committee. All decisions will be made by the Board after reviewing the budget.

A Milano resident is not allowed to remove any plantings or trees from the area around their home unless they first receive written approval from the Board and are prepared to immediately replace the same item at their own expense. In addition, you must notify the Milano Recreation Association Property Manager or the Milano Recreation Association Board of your intention to do so in order to receive prior approval. (9.3)

HOLIDAY DECORATIONS/FLAGS

Please make sure to follow these guidelines for decorations and flags. If you have any questions, please reach out to the Property Management Company:

- An owner can display one portable, removable American flag or official flag of the State of Florida, and one portable, removable official flag, no larger than 4.5 feet by 6 feet, which represents the United States Army, Navy, Air Force, Marine Corps, Coast Guard, Space Force, or POW-MIA flag, in a respectful manner.
- Holiday flags must be approved by the Architectural Planning Committee. If approved, a flag must be representative of the holiday at hand and be put out no more than a week prior to the holiday and stay out no more than 2 days after the holiday has passed.
- Holiday decorations shall only be installed in the front entrance of the Living Unit and shall not disrupt or cause damage to the landscaping and plantings surrounding the Living Unit. Please no signs or decorating of the garage door or in the windows. (9.19)
- Holiday Decorations cannot be put out more than 2 weeks prior to the holiday and can stay out no more than 2 days after the holiday. In the case of Christmas, Hanukkah, or Kwanzaa- holiday decorations may be allowed to be put out right after Thanksgiving and put away by January 7th.

CONTACT INFORMATION

Milano Receptions Association:

Milano Section I, II, III & IV

Frankly Coastal Property Management/Collier Financial
4985 Tamiami Trail East
Naples, FL 34113
239-774-7088

Frank Parrish, CAM
fparrish@franklycoastal.com

Carol Tickel, CAM
ctickel@franklycoastal.com

Sheri McCreight, Sales/Rentals
smccreight@franklycoastal.com

Susan Beuschel, Bookkeeping
sbeuschel@franklycoastal.com or
support@collierfinancial.net

Morely's Towing
6344 Janes Lane
Naples, FL 34109
239-597-6711

Patrol Operation: 239-213-4808
Sheriff's Office: 239-774-4434

Emergency Call: 911
Non Emergency Call: 239-213-4844
Fire Control and Rescue: 239-597-9227



MILANO PARKING AND TOWING POLICY

Milano has limited guest parking. In order to provide space for community guests, please be considerate and follow the parking rules below. **Please refer to your copy of Rules and Regulations or visit the website at: MilanoNaples.com to download a copy.**

PARKING AND TOWING

No parking of any vehicle is allowed on any common ground areas not designated for parking, including, but not limited to: grass, sidewalks, tandem parking, and parking parallel to the curb behind other vehicles. Owners, Tenants or Guests are not allowed to park at the pool or basketball parking lot. Park in GUEST parking from DUSK to DAWN when recreational facilities are closed.

Park in another Owner's driveway unless explicit WRITTEN permission from the Owner has been filed with the management and towing companies. **Vehicles in violation of the above will be towed.**

DECAL PARKING STICKERS:

Two (2) **RED** Stickers for OWNERS or two (2) **GREEN** stickers for TENANTS will be issued and dispensed, upon the initial move-in to the unit or in the case of a new vehicle being acquired, to the specified vehicular license plate numbers recorded for each unit. The RED or GREEN stickers **MUST** be displayed on all vehicles on the driver side rear window of your car(s) within 2 weeks of receiving them or you will be subject to towing and/or fines. **ONLY APPROVED LEASES WILL RECEIVE GREEN PARKING STICKERS**

STICKERED CARS MAY:

- Park in driveways as defined by the Governing Documents of Milano.
- Park at the pool or basketball courts from DAWN to DUSK ONLY while using the facility

STICKERED CARS MAY NOT:

Owners/Tenants are allowed to have two (2) vehicles parked in common elements - **a third vehicle is not** permitted in common elements i.e., Guest Parking, Community Pool and Basketball Court Parking lots.

Milano Owners/tenants may not park their vehicles in guest parking located at the basketball court and pool. Guests are required to hang their guest parking pass from their rearview mirror while parked in guest parking.

Please return this form to with copy of driver's license(s) of vehicles at residence:

Frankly Property Management

Fax: 239-774-1512

E-mail: ndigiovanni@franklycoastal.com





MILANO GATE FOBS AND CAR DECAL STICKERS

Parking Decal Stickers and Gate Fobs are distributed by Frankly Coastal Property Management. You will need to complete the Vehicle Registration Form to be issued both decal tickers and fobs.

DECAL STICKER:

Two (2) **RED** Stickers for OWNERS or two (2) **GREEN** stickers for TENANTS will be issued and dispensed, upon the initial move-in to the unit or in the case of a new vehicle being acquired, to the specified vehicular license plate numbers recorded for each unit. Stickers must be displayed on all vehicles on the driver side rear window of your car(s) within 2 weeks of receiving them or you will be subject to towing and/or fines.

**ONLY APPROVED LEASES WILL RECEIVE GREEN PARKING STICKERS.*

STICKERED CARS MAY:

- Park in driveways as defined by the Governing Documents of Milano.
- Park at the pool or basketball courts from DAWN to DUSK ONLY while using the facility.

STICKERED CARS MAY NOT:

- Park in GUEST parking from DUSK to DAWN when recreational facilities are closed. Vehicles that are parked overnight or for extended period of times while not using the facilities are subject to towing
- Park in another Owner's driveway unless explicit WRITTEN permission from the Owner has been filed with the management and towing companies.

KEY FOB:

Owners are given two gate fobs upon move in. Lease Tenants must obtain their fobs from the Owner of the unit they are renting from. Please note that each key fob is assigned to the Individual not the Unit number. Fobs and decal stickers are not transferrable. You may pick up your decal sticker/fob at Frankly Coastal or you may coordinate with the property manager on certain days the manger will be onsite.

PAYMENT: ALL FOBS are \$75.00

NO CASH – CHECKS ONLY – PLEASE MAKE CHECKS PAYABLE TO MILANO RECREATION ASSOCIATION

MANAGEMENT COMPANY

Frankly Coastal Property Management/Collier Financial
4985 Tamiami Trail East
Naples, Florida 34113
Office Hours: 9:00 a.m. - 4:00 p.m. Monday through Friday
(239) 774-7088 FAX: (239) 774-1512

