**COUNTRY CLUB VILLAGE II [CCVII] INFORMATION FOR OWNERS**

**Welcome to Country Club Village II!** The Cross Creek Community consists of several smaller areas, each with its own Board of Directors and Social Committee. Country Club Village I & II are separate associations, each of which has a Board of Directors. The pool and common area are shared equally. This is one of the friendliest condominium communities, and we welcome you! The following guidelines and information will explain some of the expectations of owners, as well as benefits of living in this community.

**The Cross Creek Office** [www.crosscreekfl.com] provides a Community phone book containing the names and addresses of all residents. Pick one up from the office and assure that your information is included. The office will provide an identification card for each resident, to be used at the Pro Shop and the Clubhouse. A one-time fee of $100 will be charged. The Master Association produces a Residents’ Handbook for all Cross Creek families that is also available at the office. In addition, the Master Association publishes a monthly newsletter, *Cross Creek Courier*, which is available in the main office and in the lobby of the clubhouse.

**Association Dues** are paid quarterly at the first of the month in January, April, July and October. D&D Association Services will send out information to arrange for payment of fees. The Association Manager is Dawn DeBonis at 239-887-4200. dawn@ddassociationservices.com. Automatic payments can also be arranged.

**Social Activities** include a weekly Happy Hour at the pool on Mondays at 5:00 pm, with residents bringing their own drinks and an appetizer to share. Golf scrambles, a bean bag toss, and special dinners are announced on the bulletin boards and posted on the community mailboxes. Bridge and other card games are available at the Clubhouse as well as Book Club, Players Association, Fashion Show, Bocce Ball, etc.

**Parking Spaces** are provided in assigned areas under the carports. Written permission to park for an extended time in another parking space must be obtained from the owner and forwarded to the Management Company. No parking is allowed in handicapped spaces without permits, and the car wash space is reserved for washing cars only. Guests must park in the designated spaces provided. Refer to section 10.5 of the Declaration for a complete listing of accepted vehicles. Bicycle racks are provided for owners. Bikes must be taken inside the unit if residents are absent for 30 days or more.

**Keys**: A key to every unit to allow for entry in case of emergencies, pest control, etc. is required to be submitted to the association management company. Anyone leaving a car on the premises while away should provide information to the management company on who to contact in case the vehicle needs to be moved. Refer to Section 9.13 of the Declaration for further information.

**The Swimming Pool Area** is well used by CCVII members and shared by both associations. Each unit is provided with a key to the entrance and is necessary for access. **Please note that glass containers of any kind, smoking or vaping are not allowed the pool area and pool hours are from dawn to dusk, per county regulations**. Children must be toilet trained to use the pool. Pets are not allowed. Please return chairs, loungers, and umbrellas to their original location after using them. Check the bulletin board in the covered area for activities, sign-up sheets, etc. **Please note: no hanging items, such as towels, are allowed over the upstairs railings of all units.**

**Pets** are permitted for owners if they weigh less than 25 pounds when fully mature. No more than one pet is allowed. They must be confined to leashes and under owner control when not inside the unit, and not annoy or disturb other residents. **Guests and tenants are not allowed to bring pets onto the premises**. A reminder that no pets are allowed at the pool.

**All Renovations,** includingflooring on the second-floor units, require permission from the Board. Refer to Sections 9.3-9.9 of the Declaration for further information.

**Cable TV, phone, etc**. No external wiring can be added to the building without the approval of the Board. Cable wiring is in place for each unit for Comcast service. Any cable or phone company must obtain permission from the Board before making any alterations or additions.

**Owner’s Absence and in Emergencies**: Any unit owner or renter who is absent from the unit for more than 72 hours must prepare the unit prior to departure as follows:

1] Secure all furniture, plants and other objects in the lanai, including bicycles and other items outside the unit.

2] Ensure that water lines entering each unit are secure from leakage, especially the water heater, ice maker, washing machine and dishwasher

3] Designate a responsible caretaker to care for the unit should it suffer any damage caused by storms, hurricanes, winds, or other violent acts of nature. The Management Company and the Board shall be provided with the name of each unit owner’s aforesaid caretaker.

4] **Shut off the water line to the unit at the main water shut off, and electrically shut off the water heater.**

**Rental** of a unit is restricted to no less than a 30-day period and must first include an application to the Board with the name, address, and make of the car of the renter at least 15 days prior to the beginning of the rental period. The application must include a $100 fee and is subject to the approval of the Board. A Notice of Intent to Lease form is available through D&D Association Services and will be sent to you upon request. The unit is limited to single family use only, and no commercial, professional or business use will be permitted. **No pets are allowed.** Owners must provide the Clubhouse office with information regarding the renters so an information card can be provided for them. Golfing privileges will be arranged for renters with a $200 deposit, with a return of $100 when the cards are returned to the Cross Creek Office**. Please ensure that the water is turned off if the unit is to be unoccupied for more than 72 hours.** Unit owners must ensure that guests and renters follow the Rules and Regulations of CCVII and those of the Master Association of Cross Creek. Copies of these will be available on the website.

**Noise Levels** from TVs, musical instruments, automobiles, amplifiers, etc. should be kept to a minimum to not disturb the peace of other occupants, especially during the quiet hours of 8:00pm-8:00am.

**Pest Control**: CCVII has contracted with Bugs or Us for external pest control. Should you experience pest infestations contact Bugs Or Us at 239-337-4484.

**Contact Information:**

President Debbie Kelly bobndebtex@gmail.com 239-245-8888 or 703-963-1104

Vice President Rich Dunkailo Dunkailor@aol.com 570-351-3510

Secretary/Treasurer Mike Stagg mstagg@charter.net 920-229-4400

Director Jay Moore jlmautobroker@comcast.net 773-968-6536

Director Mary Kay Konchar marykaykonchar@gmail.com 773-415-8199

***Reminder: it is very important that you, as an owner, are familiar with the Association Declaration, Bylaws, and Rules and Regulations. It is your responsibility to be knowledgeable of your duties as an owner and of the restrictions that apply to all association members. The above information is intended to make you aware of some of the most commonly misunderstood rules. If you have further questions, after reading your condominium documents, please contact the management company or a Board member. Thank you.***