

**To receive a laundry card please;**

- **Fill out the below application**
- **Prepare a copy of your rental agreement**
- **Prepare a copy of a government issued ID with picture**

**Send the above 3 documents/copies to;**

**Sunshine Villas HOA, Inc.  
PO BOX 494016  
Port Charlotte, FL 33949**

# LAUNDRY / CLUB HOUSE ACCESS CARD

Rules and Requirements for receiving access card to the Sunshine Villas Laundry and Clubhouse.

## RULES ACCESS CARD

1. Only one card will be issued per unit.
2. Cardholder agree to never let anybody in to the laundry/clubhouse building that do not belong to cardholder's household. Doing so will cause the access card to be electronically invalidated.
3. A card not working for technical reasons can be replaced with a new without fee.
4. A card damaged by cardholder can be replaced for \$50.00 to be paid by cardholder.
5. A lost card can be replaced for \$50.00 to be paid by cardholder.
6. Tennant's agree to surrender their card to landlord upon termination of their rental agreement.
7. A fee of \$50.00 is charged for re-opening a user's access card. The re-opening of a terminated card is a board decision. It will take time and additional deposit from unit owner/tenants might be required.

## RULES LAUNDRY ROOM

1. Cardholder/user must be in laundry/club house building during the use of the machines.
2. If cardholder/user leave building while using machines cardholder/user acknowledge and accept clothes will be removed, first by other users from machine to the table, cart or floor, secondly by the association personnel to the dumpster.
3. Cardholder/user must clean up after use. Leaving anything behind will be considered "littering" and will be fined in accordance with the littering fines of the association. Repeated incidents will cause the access card to be electronically invalidated.
4. Cardholder agree and respect the laundry/clubhouse is no-smoking area. Smoking inside the laundry/clubhouse building will cause your access card to be electronically invalidated.

I accept and agree:

Date:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name printed

I am an owner: \_\_\_\_\_

I am a tenant: \_\_\_\_\_

Unit: \_\_\_\_\_

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

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