



Outdoor Resorts at Long Key a Condominium
Mailing Address: P.O. Box 816 Long Key, FL 33001
Physical Address: 65821 Overseas Hwy Long Key, FL 33001
Phone: 305-664-4860 **Fax:** 305-664-5268
Email: christine@ork.org

RENTAL REGISTRATION

INFORMATION FOR OWNERS

- 1) Rental Registration must be signed by all parties and must be filed with the main office at least 14 business days in advance and not more than three 3 months in advance. A \$25 registration fee will be charged to the owner's account on the tenant's month of arrival. Late processing fee is \$100.
- 2) Rentals must be for a minimum of 30 days and must be to a single family or individual (maximum of 5 people). Overnight guests will count towards occupancy.
- 3) Owners are responsible for supplying the renters with the Rules & Regulations, available at the office & www.ork.org
- 4) The owner is responsible for all citations that will be given to renters for violating any of the Rules and Regulations.
- 5) Monroe County requires you to have an occupational license if you rent your unit for less than 6 months.

INFORMATION FOR RENTERS

- 1) No subletting.
- 2) Guests must be registered with Safety.
- 3) All vehicles, golf carts, boats, trailers, and personal watercrafts (PWC) must have the tenants' name on the registration and must be registered with Safety upon arrival. Guests are not permitted to bring in any golf carts, boats, trailers, nor PWCs.
- 4) Decals on all vehicles, golf carts, boats, trailers, and PWCs must be visible.
- 5) Only two barcodes per unit with cost of \$5.
- 6) Quiet hours are from 11PM to 8AM. Curfew shall be observed between the hours of 11PM and 6AM for all persons aged 17 and under unless accompanied by parent or adult age 21 or older.
- 7) Golf cart drivers must have a learner's permit or have a valid license if under the age of 16 must be accompanied by an adult over 21.
- 8) Golf carts, bikes, and walkers must have lights at night.
- 9) Bicycles must be equipped, when operated at night, with a front light and a rear red reflector (or red light).
- 10) Any person under the age of 16 must wear a helmet while riding a bicycle, battery powered scooters, or skateboards.
- 11) Battery powered scooters and skateboards may only be operated during the daytime (no nighttime use).
- 12) The owner's lot number shall be clearly displayed on the scooter. Numbers must be in contrasting colors (Clearly visible).
- 13) Pets must always be on a leash. Pet's waste must be picked up and deposited in garbage containers.
- 14) No parking or storage of any vehicle, golf carts, boats inside or rear setbacks. Parking in Common Area Buildings such as the front & side of Kay Weeks, Lower Rec, & Basketball Court is for Day-Parking ONLY. For overnight parking at LOS or the Office please see the guardhouse.
- 15) Trash pickup is on Monday and Thursday mornings. Recycling pickup is on Thursday. To request a free recycling bin or for a list of recyclable / nonrecyclable items, please see office.
- 16) Canopy tents and shade screens must be taken down when you're not residing in the resort.
- 17) If hurricane is expected all outside furniture, boats, trailers, RVs, etc. must be secured according to Monroe County Code.
- 18) There will be no large household appliances allowed outside on any lot. Only one commercially manufactured outdoor barbecue, one chest freezer and/or commercial patio/lawn furniture will be permitted on any lot. All the above-mentioned items must be removed when lot is empty and/or RV is removed. No outdoor sinks permitted.



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RENTAL REGISTRATION

Lot Number: _____ **Tenant's Name:** _____

Arrival Date: _____ **Departure Date:** _____

Home Address: _____ **City:** _____

State: _____ **Zip Code:** _____ **E-MAIL:** _____

Primary Cell #: _____ **Secondary Cell #:** _____

Emergency Contact: Name: _____ **Cell #:** _____

Number of people in party: Adults: _____ **Children:** _____

Name of all persons over the age of 17: (Not Including Guest)

1. _____ 4. _____

2. _____ 5. _____

3. _____

Number of Pets (Maximum 3): Dogs: _____ **CATS:** _____ **Other (specify):** _____

Automobiles:

1. License Plate # _____ Year _____ Make _____ Model _____ Color _____

2. License Plate # _____ Year _____ Make _____ Model _____ Color _____

3. License Plate # _____ Year _____ Make _____ Model _____ Color _____

Watercrafts / PWCs:

1. State / FL # _____ Make _____ Model _____

2. State / FL # _____ Make _____ Model _____

3. State / FL # _____ Make _____ Model _____

Trailers:

1. License Plate # _____ Make _____

2. License Plate # _____ Make _____

3. License Plate # _____ Make _____

Owner's Name: _____

Tenant's Name: _____

Owner's Signature: _____

Tenant's Signature: _____

Date: _____

Date: _____

Owner's Cell #: _____