



Tortuga Club, Inc.  
8730 Midnight Pass Rd.  
Sarasota, FL 34242  
Office: 941-349-6776

Email: [TortugaCAM@caseymanagement.com](mailto:TortugaCAM@caseymanagement.com)

## OCCUPANCY NOTICE FOR FAMILY/GUEST OF OWNERS

The Tortuga Club, Inc., governing documents, permit unit owners to rent their unit up to three times per calendar year, for no less than one month each. Owners are required to submit the proper rental application form and fee prior to the rentals for association approval.

When an owner is not in residence but invites guests/family to use the owner's unit, the owner shall notify the condominium association three days (3) in advance in writing by completing this form.

At the time of the guest's arrival or as soon as possible thereafter, the guest shall sign at the office. Unit owners have the responsibility of understanding and complying with the association's documents and house rules and the undersigned unit owner agrees that guest occupants of their unit will respect and comply with the documents and house rules. Documents and rules need to be posted in clear view in the unit. The unit owner is responsible for any nuisance or damage to the common property caused by the occupants of their unit.

The unit owner must complete this form when owners invited guests/family are to occupy an owner's unit on an overnight basis when owners are not in residence.

Unit Number \_\_\_\_\_

Date of arrival \_\_\_\_\_ Date of departure \_\_\_\_\_

Name(s) of guests to occupy the unit:

\_\_\_\_\_  
\_\_\_\_\_

Phone number(s) of guest \_\_\_\_\_

Email(s) of guest \_\_\_\_\_

Owner Relationship (family, friend) \_\_\_\_\_

Total number of occupants(s) \_\_\_\_\_  
Adults \_\_\_\_\_ Children \_\_\_\_\_

Unit Owner Print \_\_\_\_\_

Unit Owner Signature \_\_\_\_\_

Date \_\_\_\_\_