



15291 LATITUDE DR, SUITE 100, BONITA SPRINGS, FL 34135

Office of the Town Center Manager

Phone: 239-949-9909

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Open Letter to Real Estate Brokers and Agents Wishing to Sell Homes in VillageWalk Bonita and to Potential Sellers

To whom it may concern:

On January 12, 2016, the VillageWalk of Bonita Springs Homeowners Association, Inc. Board of Directors approved a protocol for the use of "Open House" signs in VillageWalk Bonita. The protocol directed that these signs could only be used on Sundays and only from 1:00 p.m. to 4:00 p.m. Also, only one type of sign is approved for use, which can be purchased at the Realtor store for \$5.50. The approved location of these signs and the protocol for the Guard House are spelled out in the approved protocol (copy attached).

Failure to comply with this protocol will result in the removal of any non-approved Open House sign and returned to the Agent with notice to the Broker/Agency. The second time, the non-approved signs will be confiscated and the third and any subsequent times will result in the homeowner being fined up to \$250.00.

Thank you for your compliance with our Rules.

VillageWalk HOA BOD.



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OPEN HOUSE

Protocol BOD Approved January 12, 2016

1. Owners and/or realtors are permitted to hold an Open House on Sundays only, between the hours of 1:00 p.m. and 4:00 p.m.
2. If an owner is selling through a Realtor, the owner is responsible for completing the Realtor Authorization Form and submitting the form to the HOA office. Realtor information will be added to the Gate House database for access to the property.
3. Realtor representative or homeowner must be present at the home throughout the Open House.
4. Realty Company or Homeowner is responsible for notifying the Gate House of all Open House events scheduled by providing the following written information (preprinted):
 - Homeowner/Realty Company name
 - Contact name and number (listing agent / homeowner)
 - Address of Open House
 - Directions to the home
 - Date of Open House
5. Gate House number is 239-949-2091.
6. Passes will be given to all prospective buyers at the gate: passes are to be displayed on the dash board of the visitor's vehicle and will include the address of the Open House.
7. This and only this Open House sign is permitted. No "Home for Sale", "For Sale by Owner" etc. signs are permitted anywhere on the property. No exceptions, no balloons.
 - White background, dark green lettering.
 - Sign dimensions are 12 inches tall, 18 inches wide, and can be purchased at the Realtor store. Current cost is \$5.50.



8. Signs are permitted in front of the home and at the top of the street only, and must be removed immediately after the open house.
9. Access to the community will be granted ONLY through a list provided by owner or agent, by pre-appointment.
10. Please note: visitors will not be permitted entry prior to 1:00 p.m.



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THIS FORM PROVIDES AUTHORIZATION TO LISITNG/RENTAL REALTOR
TO HAVE ACCESS TO PROPERTY AND TO CALL IN OTHER REALTORS.

NOTE – A REALTOR MUST ACCOMPANY ALL SHOWINGS.

DATE: _____

REALTOR NAME/S: _____

REAL ESTATE COMPANY: _____

OWNERS PRINTED NAME: _____

OWNERS ADDRESS: _____

OWNERS SIGNATURE: _____