



## **WELCOME GUESTS TO: CORCORAN LAGOON CONDOMINIUMS – GUEST POLICY**



*To make your stay more comfortable and safer, please observe the rules...*

- ❖ **FIRE ALARM SYSTEM** – Removal, or even partially lifting extinguisher from the wall, will activate the fires system. To turn off the bells, open the first floor utility room with utility room key and open the red alarm system box and push the reset button. Directions are in alarm box.
  
- ❖ **VOICE MAIL** – To check the house phone voicemail
  - **Dial \*99 from home phone**
  - **Press # when greeting starts**
  - **Enter Password 1573**
  
- ❖ **GARBAGE BIN AREA** – Do not park cars in the marked dumpster area or you will block access for the Garbage company!
  
- ❖ **ELEVATOR** – Children should not misuse or play in the elevator. Do not place elevator on STOP for any reason! Make certain to release elevator when arriving at your destination
  
- ❖ **BALCONIES** – Beach towels, wet clothing, etc. are NOT to be placed over the balconies at any time. When returning from the beach, please use the outside shower to remove sand.
  
- ❖ **HALLWAYS** – For the safety of others please see that all hallways are kept clear at all times. Toys, bikes, surfboards etc. should be placed in the provided storage areas. Do not sweep halls of debris and sand over the side onto the halls below. Advise children not to run in the hallways.
  
- ❖ **STORAGE ROOMS** – Storage rooms are identified with the owner’s unit number, and are located in the carports directly in front of each units parking stall
  
- ❖ **ELECTRICAL APPLIANCES** – NEVER leave the unit without making certain that all electrical appliances are off (washer, dryer, dishwasher...etc.) YOU will be held responsible for any damage caused by your negligence. Report all malfunctions to Kendall & Potter at 831-477-7930
  
- ❖ **PARKING** – Park your car only in the space provided for your unit number and abides by the no parking areas. Guest may park in the unmarked areas. No motor homes are to be parked on the premises at any time. Gate code #7708
  
- ❖ **WINDOWS AND DOORS** – To prevent break-ins, lock all windows and doors when leaving your unit.
  
- ❖ **BARBEQUE APPLIANCES** – All barbeques must be on a stand and never placed directly on the deck floor. Be always aware of possible fire!

- ❖ **BEACH LIGHTS** – The beach spotlights are to be turned off no later than 10pm
- ❖ **BEACH GATE** - Keep children AWAY from the gate mechanisms! It can be dangerous!
- ❖ **BEACH FIRES** – Absolutely NO beach fires are allowed within close proximity of the building. Please report any fires or dangerous beach disturbances that are too close to the building to: FIRST ALARM at 831-476-1111 or the SHERIFF at 831-454-5591. If there is extreme danger call 911
- ❖ **RENTERS** – Each unit is limited to 6 tenants ONLY! Tenants are not allowed to keep pets in the units or on the premises. The tenant will be liable and may be required to forfeit their rent and asked to leave. PLEASE NO loud music or parties after 10pm.
- ❖ **LINENS - Linens** for the two (2) twin rollaway beds are in the twin bedroom closet as well as the roll away beds.
- ❖ **CHECK OUT: Check out is at 10:00 AM.** Please make sure you do the following before departure:
  - **Empty Refrigerator/freezer of all personal food/drinks.**
  - **Wash all dishes and put away.**
  - **Wipe down all counters/dining table.**
  - **Take all trash/recyclables out to bins in the closet by the front door.**
  - **Check all drawers and closets for personal items.**
  - **Turn off thermostat, lights, and all appliances (BBQ propane is OFF)**
  - **Close and lock all windows and doors.**

We look forward to having you back in the future and hope you had a GREAT Vacation!

Kendall & Potter Property Management

(800) 386-6826 / (831) 477-7930