



XANADU CONDOMINIUM ASSOCIATION

Guest Registration Form

Guest Registration Policy. Any owner who intends to allow another person (a “Guest”) to occupy such owner’s condominium in the absence of such owner for any overnight period or longer (a “Guest Stay”) must register such Guest(s) prior to the Guest Stay, in accordance with this policy. All Guests must fully complete a Guest Registration Form (a copy of which is attached hereto and incorporated herein by reference as Exhibit “A”) and submit such application to the Association no less than forty-eight (48) hours prior to the intended Guest Stay of such Guest(s). The Guest Registration Form must identify the Primary Guest (i.e., the Guest who is the point of contact for communications between the Association and Guests). A Primary Guest must be at least eighteen (18) years old. No Guest occupancy of a home may exceed the occupancy limits for that unit. All Guests are subject to and must comply with the Association’s Declaration, Articles, Bylaws, and Rules and Regulations at all times while on Xanadu property. Owners are liable for the actions of their Guests.

NOTE: Occupancy is limited to 2, 4, 6 and 8 persons for 1, 2, 3 and 4 bedroom Units, respectively and no pets are allowed.

Current Date : _____

Owner(s) Information:

Name: _____ **Unit:** _____

Contact Number and e-mail: _____ / _____

Stay Details:

Arrival Date: _____ (Arrival Time if *after* regular hours) _____

Departure Date: _____

Purpose of Visit: _____

Name(s) and Age(s) All Guests:

Primary Guest: : Phone #: _____

Primary Residence: _____

Email Address: _____

Driver’s License # / Passport #: _____

Other Guest(s): Name	Age	Relationship to Owner
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Vehicle Information (if applicable):

Make and Model: _____

Color: _____

License Plate Number: _____

By signing this Guest Registration Form and occupying the Unit, I expressly acknowledge and agree that at all times while at Xanadu I am subject to and must comply with all of the covenants, conditions, provisions, and obligations promulgated by Xanadu Homeowners' Association, Inc. ("Association") as set forth in the Association's Declaration, Articles, Bylaws, and Rules and Rules and Regulations ("Governing Documents"). Further, by signing below, I acknowledge and agree that I am fully responsible and liable for the actions of all guests occupying the condominium during my/our stay at Xanadu.

PRIMARY GUEST: _____ **Date:** _____

By signing this Guest Registration Form and permitting a Guest or Guests to occupy my condominium, I expressly acknowledge and agree that (i) I have provided my Guest(s) with a copy of the Association's Governing Documents prior to their stay; (ii) my Guest(s) are subject to any must comply with the Governing Documents at all times; and (iii) I am fully responsible and liable for my Guest's or Guests' actions while at Xanadu.

OWNER: _____ **Date:** _____

Form must be submitted **at least 24 hours in advance** to:

Admin@xanaducb.com

Or paper copy to:

Karen Davis

Property Manager

Xanadu Condominium Association, Inc.

750 N. Atlantic Ave

Cocoa Beach, FL 32951

Questions: 321-784-2692