



La Villa Riviera of Naples

1930 Gulf Shore Blvd., North

Naples, Florida 34102

Did You Know...

A quick property guide for owners, renters and guests of La Villa Riviera.

Please take a few moments to read and familiarize yourself.

WELCOME to La Villa Riviera, our little piece of paradise! This document is meant to familiarize you and your guests with an overview of where things are on the property and our joint responsibilities to ensure La Villa's continued beauty and harmonious living. Owners and renters are responsible for sharing this information with their guests.

There are 32 units within five connecting three-level Buildings A, B, C, D and E.

The Grand Lanai and other open spaces...

Mail Area

- Upon entering the main complex entrance, immediately to your left is the mail station for all units.
- Each residential unit has an identified mailbox that corresponds to the building, the floor and the unit number you reside in.
- Each mailbox has its own secure key.
- Oftentimes other package deliveries are left near the mail station or possibly outside your unit door, so be sure to check if you are expecting a package.
- The mail station also has secure slots to leave outgoing mail for pick up.

Elevators

- La Villa is uniquely equipped with an elevator on the East and West ends of the buildings. If large deliveries are expected, be sure to use the wall protectors located in the storage locker next to the tool room.

Community Room

- Within the general space you will find a very well stocked **Library**. Feel free to borrow or add to this collection. It is laid out alphabetically by the author, so if you do remove a book, please return it to its appropriate location.
- There is a fully functioning **Kitchen** with various supplies that are used for the numerous gatherings La Villa hosts. This space is to be kept clean at all times. The refrigerator **IS NOT** for personal overflow. If you use the kitchen for a personal Lanai gathering, it is your responsibility to ensure the space is cleaned immediately following your event. (More on personal Lanai gatherings later in this document.)
- There are three **Closets** with:
 - numerous tablecloths for the Lanai tables. Should you use one, it is to be washed/dried and returned to the closet.
 - medical equipment such as wheelchair, walker, crutches and portable commode. Should you use any of these items, it is to be sterilized/cleaned and returned to the closet when no longer in use.
 - shelves with an assortment of games and puzzles; please feel free to borrow or bring some to share!
- There is a **Bathroom** in this space; please keep clean and picked up after use.

Laundry Room

- The Laundry Room is used by ALL residents as there are no washers/dryers in individual units.
- To be respectful of residents who live above this space, the Laundry Room hours are from [REDACTED] [REDACTED] daily. Before Noon and busy times, please limit use to two washers and two dryers.
- There are Laundry Rules posted in the room; please adhere to them.
 - wipe up spills,

- clean the dryer lint catcher at the end of each use,
- do not leave heavy items in the washer unattended; unbalanced washers can cause equipment damage,
- do not leave your laundry unattended; if others are waiting to use, your clothes may be removed.
- You are responsible for cleaning up after yourself. Remember, we all use this space. Take all your belongings and laundry sundries when you are finished.
- If you identify an equipment failure, please notify Newell Property Management as soon as possible and place a note identifying the failed equipment.

Two La Villa Bulletin Boards

- The bulletin board to the right of the Laundry Room is for La Villa news and updates from the Board. Residents are also required to post a completed index card on this board with specific information of visiting guests. Index cards and push pins are located on the bulletin board. There is more detailed information further on in this document highlighting visiting guests.
- The bulletin board to the left of the Laundry Room is for general shared information by residents. Planned Lanai gatherings are also posted here.

Bathrooms and FACP Door/Room

- **Lanai Bathrooms**
 - Individual women/men bathrooms are located in the room entrance next to the Laundry Room. These are communal bathrooms, so please clean up after each use.
- **Shopping Carts**
 - Carts are towards the Yard and Garden Tools Room. They are available to use to help bring those heavy loads from the car. They do fit in the elevators at an angle, so be careful with maneuvering. Please return immediately after use.
- **Yard and Garden Tools**
 - Just beyond the bathrooms and Electrical Room is the Yard and Garden Tools Room. Tools are for communal use. Please return when done. Items should be clean and returned to the same location it was taken from.

Storage Room

- Each residence unit has an assigned **Storage** space that corresponds with the unit number you reside in. Each resident is responsible for their own storage space and personal locking device.
- There is a communal **Tool Room** which includes various hardware and tools. If you use any of the tools, they are to be returned by the end of the day to the same location originally taken from.
- The 1st storage space on the **RIGHT** is filled with various **Pool and Beach floats/toys**. Please return all items cleaned and FREE of SAND.
- The 2nd storage space on the **RIGHT** is filled with various **Infant and Small Children Items**, such as: highchair, bed bars, etc. Please sign out any items on the clipboard and return items clean and sanitized.

Grand Lanai

- The Grand Lanai is communal living space and is used and enjoyed by all residents.
- If you “move” any furniture, please return it to its original location upon leaving the area.
- Should you eat or drink in this area, please clean up after yourself.
- It is recommended that you use **non-breakable** glass/dishware for the safety of others.

- When you are finished spending time on the Lanai, please turn off any lights or fans you may have turned on.
- Should you wish to use this area for a private gathering, please email your intent to Board Members and put a notification on the Communal Bulletin Board. Your private gathering does not restrict other residents from the area, including the pool area at the time of gathering.

Pool

- We have a beautiful, enclosed pool and pool deck. Pool hours are from dawn to 10:00 PM.
- **Food/beverages are allowed in the enclosed pool area at the tables and pool deck area but are NOT allowed in the pool itself. NO glassware of any kind is allowed in the enclosed pool area.**
- Please respect others when in the pool and pool deck area.
- All children must be accompanied by an adult. All young children must be potty trained. **No diapers in the pool.**
- Towels are to be used when sunbathing on the pool furniture.
- Please close umbrellas before you leave the pool deck.
- Please take all your belongings and trash when you leave the pool deck. No pool toys/floats are to be left behind. No wet towels or bathing suits are to be left behind to dry.
- Loungers should be returned to an upright position and lined perpendicular to the pool edge. Chairs should be returned to the pool deck tables.
- Additional Pool Rules are posted just inside the gate closest to the barbecue area.

Barbecue Deck

- We have two gas grills located just outside the pool fencing, near the green space. It is everyone's responsibility who uses the grill to scrape the cooking grills **IMMEDIATELY** after use, turn off the propane tank and wipe up any spills. If you were the last one to use the grill, it is your responsibility to return and cover the grill once cool.
- When a propane tank empties during use, please turn off the tank nozzle. If you are experienced with replacing the tank, there is always a full tank "in the bushes" nearby. Place the now empty tank in the Southwest corner of the lanai. If you are not comfortable with changing the tank, please ask for assistance from any member.
- Should you turn on the area Grill Light, please turn it off when you are done grilling.

Herb Garden

- Adjacent to the grills, along the pool fencing, you will find some nice fresh cooking herbs. Feel free to cut and use.

Condo EntryWays

- There is to be NO clutter (shoes, beach gear, bicycles, trash etc.) left outside your condo unit entry.
- There is to be NO hanging of wet beach towels or bathing suits over the building banisters.

Beach Access

- Directly across the street is a pedestrian access pathway to the beach. Please be respectful of the neighbors who live adjacent to this path.
- Please respect the beach rules!
- When returning from the beach, please be certain to stop at the Water Station in front of the building to clean off all beach gear of sand, including beach chairs, beach shoes and feet. Please shut the water off after use.

Trash

- We are responsible for our own trash. The trash station is located in the middle of the complex parking lot, enclosed in the gated pergola. (There is a trash container and several recycle bins.)
- Trash pick-up is every Monday, Wednesday and Friday morning.
- Recycle pick-up is every Friday morning.
- Residents are asked to separate trash from recycling and dispose of it accordingly.
- Recycle consists of rinsed glass/bottles, rinsed cans/jar covers, paper/boxes. These items can be mixed in the recycle bins. Absolutely NO FOOD or plastic bags go into the recycle bins! When disposing of boxes PLEASE break the boxes down FLAT.
- All other items go in the trash bin. Trash should be securely placed in a tied bag, to the extent possible; this helps keep the smell and mess in the bin to a minimum.
- Big trash items, such as furniture, etc., please call Solid Waste at 239-213-4700 to arrange for pick up.
- If you see trash along/around the property, please pick it up and throw it away; don't walk past it.

Harbor Seating and Docks

- At the back of La Villa we also have beautiful views of Hurricane Harbor. This waterway is not recommended for swimming.
- The docks that line the seawall property line are **PRIVATE** property to the identified condo owner and should not be accessed if not yours.
- There are several bench seats along the La Villa harbor property line, feel free to sit and enjoy the views!

Smoking

- Smoking is permitted only in one designated bench area on the outside complex grounds located at the harbor seawall at the end of the complex parking lot.
- There is a bench where outside smoking is permissible. There is no ash tray. Please do not throw butts in the harbor or litter on the ground. Please be responsible and dispose properly.

Guests and Guest Parking

- Guests are welcomed. Please read the La Villa Rules and Regulations Handbook for specific details on visiting guests for both overnight and day visitors. We expect guests to adhere to all the same rules as our owners/renters. Day visitors are allowed to park in spaces marked GUEST. Overnight visitors, with a vehicle, are required to have an assigned spot. Owners/renters are to email the La Villa Parking Coordinator, in advance, to receive this space assignment.

Should you have any questions or are not quite sure of the above guidelines, please ask. **So Now You Know!!!!**