

*Welcome*  
*to*  
*Sunrise at Fountain Lakes*  
*Neighborhood Association,*  
*Inc.*

Professionally Managed by:



8840 Terrene Court, Suite 102  
Bonita Springs, FL 34135  
Phone: 239-454-8568  
Fax: 239-454-5191

# PEGASUS PROPERTY MANAGEMENT

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8840 Terrene Court, Suite 102  
Bonita Springs, FL 34135  
Phone 239-454-8568  
Fax 239-454-5191  
sales@pegasusc.com

Dear Homeowner:

Welcome to your new home! We would like to take this opportunity to introduce Pegasus Property Management as the managing agent for your association and acquaint you with certain aspects of community living. Your Board of Directors has retained our company to manage the association's administrative needs and oversee the maintenance of the areas of which the association is in control. We help to facilitate the day-to-day affairs of the association by working at the direction of the Board and by communicating directly with the residents and vendors. Basically, all the items listed on the association's budget fall under our responsibility. We handle all the correspondence such as notices of the meetings and elections, recording the minutes of the meetings, etc.

We hope you will find the following information helpful.

Maintenance Fees – The association's expenses are prorated *quarterly*. It is important that your fees are paid on time in order to ensure the smooth operation of the association. *Quarterly statements are typically mailed to the residents 20 days before the due date, and to the new owner in the event of a resale.*

Owner Information – We ask that you complete the enclosed unit owner questionnaire form and return it to our office so that we will have all the necessary information for billing purposes and in case of an emergency involving your home. You can also update your information directly on your web portal. Log-in information will be mailed/mailed following this notice.

Documents – Your seller should have provided you with a current and complete set of the association's documents. Please be sure to read your documents so that you become familiar with your rights and responsibilities as a homeowner. If you have any questions about your rights or the association's responsibilities, please call our office.

Rules and Regulations – All owners are supposed to read and agree to comply with the governing documents for their neighborhood association and for the Master association before purchasing their units. These governing documents include Rules and Regulations applicable to each association. The rules and regulations are meant to protect all members of the association. Rules will be enforced by the Board of Directors for the betterment of the whole community and to maintain a pleasant place for everyone in the association to live.

Leasing your unit – All leases must be in writing and a copy of the lease must be forwarded to our office along with the Associations' Lease Application and applicable fees. All leases must abide by your documents.

Meetings of the Association – One Annual Members Meeting is held for the purpose of electing the Board of Directors; one annual Budget Meeting is held by the Board of Directors for the purpose of approving the budget for the new year; Board of Directors Meetings will be held either as the documents require and/or as the Board deems necessary. All association's meetings are properly noticed according to your documents.

ACH- Want automatic payments for your quarterly association fees? Sign up for ACH with Pegasus Property Management. The form for you to fill out and submit back to our office is included in this mailing.

**IF YOU HAVE BILL PAY THROUGH YOUR BANK PLEASE MAKE SURE TO CHANGE THE ADDRESS TO:**

Sunrise at Fountain Lakes  
C/O Valley National Bank  
PO BOX 26109  
Tampa Fl 33623

Pegasus Property Management is located at:  
8840 Terrene Court, Suite 102  
Bonita Springs, FL 34135  
Phone 239-454-8568

Fax 239-454-5191  
Email: Heather@pegasuscam.com

Our office is open Monday through Friday. Office hours are 9:00 a.m. to 5:00 p.m. Our Answering Service will take your calls after hours.

In the event of a property-threatening emergency a manager will be contacted and will respond to you personally as soon as possible. If you have a concern which is not a property damaging emergency, please leave your name, phone number, association name and address, and a brief description with the answering service and your call will be responded to the next business day.

If you call our office to speak with your manager, please recognize your manager may not always be able to speak to you personally because there is work outside of the office, on property, attending association meetings, etc. However, all staff will do their best to return your call within 24 hours, or by the next business day. Prior to stopping by the office to see your manager, we ask that you first call to make an appointment so that we can establish a mutually convenient time for a meeting.

Welcome to your new home!

Thanks for your attention,  
Pegasus Property Management

**Sunrise at Fountain Lakes Neighborhood Association, Inc.**

C/O Pegasus Property Management  
8840 Terrene Court, Unit 102  
Bonita Springs, FL 34135  
Phone: 239-454-8568  
Fax: 239-454-5191  
sales@pegasuscam.com

**PURCHASE APPLICATION**

**Mail or Drop off to:**

**Sunrise Neighborhood Association, Inc  
c/o Pegasus Property Management  
8840 Terrene Court, Suite 102  
Bonita Springs, FL 34135  
Telephone: (239) 454-8568 - Fax: (239) 454-5191**

**Please submit application at least 20 days prior to closing date.**

**If current owner is a member of the Fountain Lakes Irrigation Co-op, please contact KPG Property Management for the FLIC estoppel, 239-434-8866.**

**ATTACH THE FOLLOWING:**

- ❖ **Copy of the Sales Contract**
- ❖ **\$150 Non-refundable Application Fee payable to: Pegasus Property Management**

I (We) hereby apply for approval to purchase Address: \_\_\_\_\_

\_\_\_\_\_ in the Sunrise Homeowners Association.

Closing date \_\_\_\_\_ Title Company or Attorney: \_\_\_\_\_

PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION:

1. Applicant: \_\_\_\_\_

- Home Address: \_\_\_\_\_
- Email: \_\_\_\_\_ Mobile: \_\_\_\_\_ Work: \_\_\_\_\_
- Employer: \_\_\_\_\_ Position Occupied: \_\_\_\_\_

2. Co-applicant: \_\_\_\_\_

- Home Address: \_\_\_\_\_
- Email: \_\_\_\_\_ Mobile: \_\_\_\_\_ Work: \_\_\_\_\_
- Employer: \_\_\_\_\_ Position Occupied: \_\_\_\_\_

3. The homeowner's documents of Sunrise Neighborhood Association, Inc provide an obligation of unit owners that all units are for single family residence only. Please state the name, relationship and age of all other persons who will be occupying the unit regularly.

Name	Relationship	Age
_____	_____	_____
_____	_____	_____
_____	_____	_____

8. Person to be notified in case of emergency: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

9. Make of automobile(s) / year / license number: \_\_\_\_\_

**(No commercial or oversized vehicles outside)**

10. Mailing address for billings and notices connected with this application:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

City/State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

11. Name of current unit owner: \_\_\_\_\_ Phone: \_\_\_\_\_

12. Agent / Company: \_\_\_\_\_ Phone: \_\_\_\_\_

13. I am purchasing this unit with the intention to: (Please check one)

- Reside here on a full-time basis
- Reside here part-time
- Lease the unit

14. I am aware of and agree to abide by the Community Association Documents and Rules & Regulations. I acknowledge receipt of a copy of the Association rules \_\_\_\_\_ **(initial here)**. (Property owner should provide buyer with the Community Association Documents or they may be obtained through Lee County. If needed please contact Pegasus Property Management, where they will charge \$75 to provide Association Documents.)

15. I understand and agree that the Association, in the event it approves a lease, is authorized to act as the owner's agent, with full power and authority to take whatever action may be required, including eviction, to prevent violations by Lessees and their guests, in accordance with the Documents and the Rules and Regulations of the Association.

\_\_\_\_\_  
Applicant Date

\_\_\_\_\_  
Applicant Date

- 
- Applicant Approved
  - Applicant Disapproved

\_\_\_\_\_  
Pegasus Property Management Date

Sunrise HOA  
128 UNITS-QUARTERLY  
2026 ADOPTED BUDGET

FOR THE PERIOD: JANUARY 1, 2026 - DECEMBER 31, 2026

ACCOUNT NO.	DESCRIPTION	2025 BUDGET	7/30/2025 ACTUAL	8/1-12/31/25 Estimated Exp	Estimated 2025	Variance	2026 BUDGET	PER QUARTER	PER UNIT/QTR
<b>REVENUE</b>									
6300	Association Fees	194,560.00	113,493.00	0.00	113,493.00	81,067.00	204,800.00	51,200.00	400.00
6470	Interest	0.00	974.43	0.00	974.43	(974.43)	0.00	0.00	0.00
6800	Late Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6950	Prior Year Surplus	512.00	0.00	0.00	0.00	512.00	1,550.00	387.50	2.85
<b>TOTAL REVENUE</b>		<b>195,072.00</b>	<b>114,467.43</b>	<b>0.00</b>	<b>114,467.43</b>		<b>206,350.00</b>	<b>51,587.50</b>	<b>402.85</b>
<b>EXPENSES</b>									
7050	LEGAL	500.00	0.00	208.33	208.33	291.67	500.00	125.00	0.98
7200	MANAGEMENT FEES	12,000.00	7,000.00	5,000.00	12,000.00	0.00	12,600.00	3,150.00	24.61
7250	OFFICE EXPENSE	750.00	504.29	312.50	816.79	(66.79)	1,440.00	360.00	2.81
7310	STATE FEES	61.25	61.25	0.00	61.25	0.00	61.25	15.31	0.12
7390	TAXES	275.00	275.00	0.00	275.00	0.00	275.00	68.75	0.54
7450	CONTINGENCY	285.75	0.00	119.06	119.06	166.69	0.00	0.00	0.00
7470	MASTER FEE	179,200.00	104,536.00	74,666.67	179,202.67	(2.67)	189,440.00	47,360.00	370.00
7500	INSURANCE	2,000.00	1,101.31	833.33	1,934.64	65.36	2,033.00	508.25	3.97
<b>TOTAL EXPENSES</b>		<b>195,072.00</b>	<b>113,477.85</b>	<b>81,139.90</b>	<b>194,617.75</b>	<b>454.25</b>	<b>206,350.00</b>	<b>51,587.50</b>	<b>403.03</b>
<b>PER UNIT PER QTR</b>		<b>381.00</b>					<b>400.00</b>		
<b>PER UNIT PER YEAR</b>		<b>1524.00</b>					<b>1600.00</b>		

FREQUENTLY ASKED QUESTIONS AND ANSWERS

**SUNRISE NEIGHBORHOOD ASSOCIATION, INC.**

Effective January 1, 2025

**Q: What are my voting rights in the homeowner's association?**

A: Each unit shall have one full vote as a member of Sunrise Neighborhood Association.

**Q: What restrictions exist in the homeowner's documents on my right to use my unit?**

A: Each of the units shall be used as a single-family residence and for no other purpose.

**Q: What restrictions exist on the leasing of my home?**

A: Only entire units may be rented. The minimum lease period is 30 days, four times a year. All leases must be approved by the Master Association.

**Q: How much are my assessments to the condominium association for my unit type and when are they due?**

A: Assessments are currently \$400.00 due quarterly (January, April, July and October 1<sup>st</sup>)

**Q: Do I have to be a member in any other association? If so, what is the name of the association and what are my voting rights in this association? Also, how much are my assessments?**

A: Yes, Fountain Lakes Community Association. Dues are \$370.00 per quarter and are included in the Sunrise Neighborhood Association dues.

**Q: Am I required to pay rent or land use fees for recreational or other community facilities?**

A: No.

**Q: Is the neighborhood association or other mandatory membership association involved in any court cases in which it may face liability more than \$100,000? If so, identify each such case.**

A: No.

**Q: Is there a Capital Contribution to Fountain Lakes Master?**

A: Yes, it is \$2,500 collected at closing.

NOTE: THE STATEMENTS CONTAINED HEREIN ARE ONLY SUMMARY IN NATURE. A PROSPECTIVE PURCHASER SHOULD REFER TO ALL REFERENCES, EXHIBITS HERETO, THE SALES CONTRACT, AND THE CONDOMINIUM DOCUMENTS.

**PROVIDED BY:**

Pegasus Property Management  
8840 Terrene Court, Suite 102  
Bonita Springs, FL 33623  
Phone: 239-454-8568 Fax: 239-454-5191

**Sunrise at Fountain Lakes Neighborhood Association, Inc.**

C/o Pegasus Property Management  
8840 Terrene Ct, Suite 102  
Bonita Springs, FL 34135  
Office: 239-454-8568

**OWNER INFORMATION CONSENT FORM**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Local Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_ Northern Phone # \_\_\_\_\_

Email Address(s): \_\_\_\_\_

Northern Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Pursuant to Section 720.303, Florida Statutes, only your name, parcel designation, mailing address and property address are official records of the Association and the Association is prohibited from disclosing any other information provided. That notwithstanding, you may consent for the information provided, such as your local phone number and email address, to be included in the Association’s directory and/or web site, which will be published and provided only to members and residents of the community. By doing so, you further agree to release and hold the Association harmless for any use or misuse of this information.

***PLEASE CIRCLE ANSWER BELOW!***

**YES / NO (Circle One)** I hereby agree and consent to be duly notified for **Sunrise at Fountain Lakes Neighborhood Association, Inc and Fountain Lakes Community Association, Inc.** via e-mail of association meetings and other notices as permitted by law and I consent to an online voting system, if/when applicable in accordance with Florida Statutes.

**YES / NO (Circle One)** I hereby agree and consent to have my email address published in the **Fountain Lakes Association’s** directory and/or web site.

Please return to AshleyW@Pegasuscam.com or mail to  
Pegasus Property Management 8840 Terrene Ct, Suite 102  
Bonita Springs, FL 34135

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

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

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

# ELECTRONIC PAYMENT AUTHORIZATION FORM

## AUTHORIZATION AGREEMENT

I hereby authorize Pegasus Property Management Inc. to initiate electronic debits to my account at the financial Institution named below. I also authorize Pegasus Property Management Inc. to credit my account in the event that a debit entry is made in error.

Further, I agree not to hold Pegasus Property Management Inc. responsible for any delay or loss of funds due to incorrect or incomplete information supplied by me or by my financial institution.

This agreement will remain in effect until Pegasus Property Management Inc. receives a written notice of cancellation from me or my financial institution, or until I submit a new Electronic Payment Authorization form to Pegasus Property Management Inc.

Day of the month your account will be charged: 5<sup>TH</sup>

## ACCOUNT INFORMATION

Name of Financial Institution \_\_\_\_\_

Routing Number \_\_\_\_\_

Account Number \_\_\_\_\_

## ASSOCIATION INFORMATION

Association Name: \_\_\_\_\_

Address: \_\_\_\_\_

## OWNER INFORMATION

Customer Name: \_\_\_\_\_

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PLEASE CONFIRM THE INFORMATION FROM A CHECK. Pegasus will not be responsible for incorrect information provided. If you would like to send a voided check along with this application please send it to [reception@pegasusc.com](mailto:reception@pegasusc.com) or mail to:

Address: **Pegasus Property Management**  
8840 Terrene Ct #102  
Bonita Springs, FL 34135

The image shows a sample check form with the following details:

- Payee:** Paul Maple, Olivia Maple, 1234 Windy Oaks Drive, Anytown OR 00000
- Amount:** \$1234 (written as 1234 and 15-0000/0000)
- Bank:** ANYTOWN BANK, Anytown OR 90000
- Routing number:** 250250025 (circled and labeled "Routing number")
- Account number:** 2020201186111234 (circled and labeled "Account number")
- Check number:** 1234 (circled and labeled "Do not include the check number")
- Watermark:** A large "SAMPLE" watermark is overlaid on the check.