



Welcome Home!

The Community Association Manager, Cheryl Drake is on-site, Monday through Friday from 9:00AM to 5:00PM (excluding holidays) and can be reached at Ventura@Sentrymgt.com or 407-396-9820. Please be aware that hours may vary during the current COVID 19 pandemic, and managers are rotating working from home.

You are provided with one mailbox, please contact the Community Association Manager to find out your mailbox number (it is not the unit number.) The Homeowner is responsible for the lock and keys. If the mailbox keys are lost, as a courtesy, our staff will replace the lock for a fee of \$30.00 (price subject to change) upon the receipt of the Mailbox Lock Change Request form submitted by the unit owner.

Please remember to provide a copy of the condominium key to the Community Association Manager. Please be aware that per the Declaration of Condominium for Ventura, specifically 9.7 Association's Access to Units, Each Unit Owner shall be required to keep on file with the Association, a key or keys that will allow access to the Unit in the event of emergency. Said keys shall be accessible only by designated individuals in an emergency situation.

Each Unit shall be assigned one (1) Assigned Parking Space, this space may not be transferred. Please contact the Community Association Manager to find out your carport/storage number (it is not the unit number.)

On this website, you will find a copy of some of the policies including Maintenance, Pets, No Smoking and Occupancy.

The information provided is intended to make you aware of some of the policies at Ventura at Bella Trae Condominium Association. Ventura is a deed restricted community which means it requires property owners and their tenants and guests to follow the covenants, conditions, and restrictions. These enforceable legal documents list what residents can do with their property. This includes rules of what you can have on your lanai, pet restrictions, parking and vehicle policies. It is essential that you read the Declaration for Condominium and understand the responsibilities of the owner, which include windows, screens, dryer vents, water heater, air conditioning, plumbing leaks, etc. It is the unit owner's responsibility to provide a copy of the Restrictions to their Management Representative and/or tenants.

All vehicles must display the applicable Ventura parking decal. In order to obtain a decal, the vehicle must have a current, permanent plates and be registered to resident and the property address (exceptions for extenuating circumstances may be requested.) The decal may be obtained by completing the "Ventura Vehicle Registration Form."

The RFID reader and Clubhouse access card can be obtained from the frontdesk on an appointment basis by contacting frontdesk@ourbellatrae.net

Any exterior modification requires Board approval of an Architectural Review Committee application. This must be submitted by the unit owner named on the deed. This includes

door hardware, and also flooring, etc. The living area may not be changed from carpet to hard flooring such as wood, vinyl or tile.

If the unit is to be leased, or if the owner of the unit will obtain a room-mate, the current application process must be completed by the future resident. No Lease Agreement may be for a term of other than seven (7) months.

PODS and moving trucks must have the VENTURA POD/ TRUCK APPROVAL form clearly displayed. This should be obtained 48 hours in advance if the vehicle will be arriving over the weekend, holidays, or after hours.

Important notifications are frequently posted at the mail kiosk, and it is important to check the bulletin board regularly. This is where you are notified of Board of Directors meetings, repairs or pressure washing, current events, or other current information. Board of Directors meetings are held monthly, and homeowners (however not tenants) are welcome to attend.

We hope you find this information useful. Please do not hesitate to contact us directly if you have any questions or want to make an appointment with manager.

Thank you for choosing Ventura at Bella Trae!