



TRANSFER OF MEMBERSHIP

Optional transfer of amenity privileges from Members to their tenant(s) for use of all amenities such as golf, dining, bocce, racquet sports, pools, spas, fitness, etc. Transfer of Membership is **required** for tenant(s) to access Club amenities beyond residential unit.

This completed form signed by the homeowner and/or agent must be submitted to the Administration Office no less than 30 days prior to the transfer date.

Separate approval from the neighborhood Property Management Company may be required

Rental Length of Stay	Transfer of Membership Fee *plus sales tax*
30 to 59 days	\$650.00
60 to 89 days	\$850.00
90 days or more	\$1,050.00

Transfer Fee Charged To: ☐ Tenant ☐ Homeowner

Transfer Dates: (From) _____ (To) _____

****MUST BE A MINIMUM OF 30 DAYS****

TENANT INFORMATION

Transfer Member

Last Name: _____

First Name: _____

Cell: _____

Email: _____

Co-Transfer Member

Last Name: _____

First Name: _____

Cell: _____

Email: _____

Home Mailing Address: _____

City: _____

State: _____ Zip: _____

Phone: _____

A valid email address is required for monthly statements

OWNER INFORMATION

Member #: _____

Last Name: _____

First Name: _____

Cell: _____

Email: _____

Neighborhood Association: _____

Highland Woods Property Information

Address: _____ Bonita Springs, FL 34135

Phone: _____

I understand and acknowledge the above tenant(s) will be residing in the unit and do hereby delegate/transfer my membership privileges to the tenant(s) during the dates listed.

Owner's Signature: _____

For Internal Office Use Only:

Transfer Member #:	☐ NorthStar	☐ Sent to Golf Shop
Barcode(s):	☐ F&B	☐ Sent to Association Board
Fitness FOB:	☐ ISN	☐ Email
☐ Ticklers	☐ Tenant Log	☐ Scan
		☐ Account Charged