

Bay Reach Condominium Association

Application for Residency

The Association documents require the written approval of the Association prior to any person residing in any unit located in Bay Reach.

Please be aware that a completed application and the required fees must be received at the office of the Association not less than 14 days prior to the date that an answer is required. When an application has been completed in a satisfactory manner and all required fees have been paid, then the Association will issue a "Certificate of Approval for Residency." No member, director, officer or agent of the Association is authorized to give verbal approval for residency.

Your application for residency will be processed in the same manner in which every application is processed, a process that cannot be "rushed". Please do not request an answer in less than the required 14 days. Your understanding and cooperation in this matter is appreciated, and we look forward to the opportunity to issue your "Certificate of Approval for Residency" as quickly as possible.

All owners that have rented the unit are asked to have their tenants complete the enclosed Residency Application and supply their tenant with a copy of the Certificate of Parking that was provided at the closing when you purchased the unit and the enclosed Rules & Regulations. This will be required to receive a new bar code for entry through the gate and new mail room, pool and facility keys, which will soon be issued. Note that present owners and tenants are required to return Items #1 thru #5 as listed on the following page.

Parking has been a problem in the community due to people parking in others' spaces.

The owner, resident or tenant will be able to authorize

LAKE PARK TOWING at 561-844-4416

the authorized towing company, to tow a vehicle parked illegally in your space. You must provide the following items: Picture ID with Bay Reach address, Certificate of Parking Space/Garage, or the ownership documents or lease agreement that goes with the unit.

BAY REACH CONDOMINIUM ASSOCIATION, INC.
1001 Lake Shore Dr., Lake Park, FL 33403
Tel: 561-845-0755 Fax: 561-845-0554
Email: bayreach1001@hotmail.com

RESIDENT INFORMATION & PURCHASE APPLICATION

Dear Bay Reach present Owners, Residents and/or new Purchaser/Renter Applicants,

The Condominium Documents require the written approval of the Association and an interview by the Association prior to any person residing in any unit located in Bay Reach. Effective May 2, 2005, the Approval process takes 14 days to complete and a Certificate of Approval is required.

All owners are required to provide the Condominium Documents to a purchaser at the closing of the purchase. These Documents may also be viewed at: www.bayreach.net.

The Board of Directors

ITEMS BELOW MUST BE RETURNED FOR THIS APPLICATION TO BE PROCESSED:

1. This completed Purchase/Lease Residency Application Form (all information must be provided or the application will be returned)
2. A copy of the lease with the lease addendum or sales contract with a copy of the Parking Space and Garage Certificate of Assignment received at the original closing, if available.
3. Association fees must be up to date before lease residency can be completed.
4. A picture ID for each resident (legible copy of driver's license or passport).
5. A picture and veterinarian's certificate for any pet that is now or will reside in the unit.
6. A signed copy of the Rules & Regulations (two copies are attached: the present resident to be given one copy by the owner).
7. A check for the \$100 Non-refundable Application processing fee (per applicant) made payable to: Bay Reach Condominium Association.
8. A current copy of renter's liability insurance showing pet coverage.
9. All vehicles must be inspected prior to approval.
10. A minimum of a \$500 security deposit is to be included with all rental applications to be approved. Upon approval, the security deposit shall be deposited in a non interest bearing Escrow account. In the event that an approval is conditional, a security deposit equal to one months rent will be required and therefore the basic \$500 deposit does not apply.

RETURN TO THE MANAGER AT THE ABOVE ADDRESS. If there are any questions, please contact the office.

I/WE INTEND TO: [Please check one] LEASE _____ or Personally occupy _____
IF PERSONALLY OCCUPY: [Please check one] SEASONAL _____ YEAR-ROUND _____

PRESENT OWNER INFORMATION:

Bay Reach Building & Unit Address _____ Unit Phone#: _____

Present owner: _____

Address of owner: _____ Email Address: _____

Owner Phone Number: (____) _____ Other number _____

REQUIRED RESIDENT INFORMATION

APPLICANT: New owner or Tenant information regarding each resident (including children).

Name	Social Security Number	Date of Birth
_____	_____	_____
_____	_____	_____

Use a separate sheet of paper for additional residents.

Applicant's Phone Number: (____) _____ Cell: (____) _____

PET: YES _____ NO _____

NOTE: **ONE** (1) pet is allowed and may weigh no more than 25 lbs. [No exotic pets are allowed]. **A picture of your pet must be included with this application for identification purposes and an up to date rabies and the expected mature weight certificate must be submitted from a veterinarian.**

Name	Age	Color	Weight	Breed
_____	_____	_____	_____	_____

LICENSED DRIVERS: [residing in the community]

Name: _____ License no: _____ State: _____

Name: _____ License no: _____ State: _____

Name: _____ License no: _____ State: _____

Unit's Garage Number: _____ **Parking Space Number:** _____

VEHICLES: Vehicle that will be kept on the property must be listed for bar code decal to prevent towing.

Make of Vehicle	Model	License Number	Color	State Registered	Year
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

PERSONAL REFERENCES: [Do not list relatives]

Name: _____ Phone: _____

Address: _____

Name: _____ Phone: _____

Address: _____

RESIDENCE HISTORY: If less than 5 years, please provide previous residence information on separate sheet for all applicants.

Previous Address: _____

City: _____ State: _____ Zip: _____

I have ____owned ____rented the above home/apartment for [length of time]_____

Name of Landlord or Mortgage holder: _____

Address of Landlord or Mortgage holder: _____

BANK & CREDIT REFERENCES:

Bank: _____ Phone: _____

Address: _____ Acct.No: _____

Bank: _____ Phone: _____

Address: _____ Acct.No: _____

EMPLOYMENT HISTORY: If less than 5 years, provide the last previous employer information on a separate sheet for all applicants.

Employer: _____ Phone: _____

Address: _____

Position: _____ Supervisor's Name: _____

Employed from _____ to _____ Reason for leaving: _____

EMERGENCY CONTACT:

In case of Emergency notify: _____

Address: _____ Phone: _____

In case of Emergency notify: _____

Address: _____ Phone: _____

CRIMINAL BACKGROUND:

*Have you ever been convicted of a federal offense? _____YES _____NO

*Have you ever been convicted of a felony? _____YES _____NO

*Are you presently awaiting trial on any criminal offense? _____YES _____NO

If YES to above, give dates, name of court and details of conviction on a separate sheet of paper.

Date Signed: _____

Print name of applicant

Signature

Print name of applicant

Signature

Print name of Witness

Signature of Witness

Applicant Certification: [By my signature I hereby certify]

- 1). That I have received, read, understand and agree to abide by the Rules and Regulations of Bay Reach Condominium Association, Inc. as passed by its Board of Directors, and have returned a signed copy for the unit file.
- 2). I understand that a credit check and law enforcement background check will be completed prior to approval of this application and that all of the information contained in this application is true and complete.
- 3). That I understand and agree that False or Misleading information given in this application constitutes grounds for rejection of this application and revocation of my right to reside on this property.
- 4). That the unit I own and/or occupy **may not be leased or sub-leased** without the expressed written approval of the Bay Reach Condominium Association and may only be leased once in a calendar year with a minimum lease of 6 months.
- 5). That no persons other than those shown on this application will reside in the unit and understand that any other unlisted vehicles will be towed from the property at the owner's expense.

Signature of Applicant _____ Date _____

Signature of Applicant _____ Date _____

Owner Certification: [By my signature below, I hereby certify]

- 1). That I have provided these potential residents a true and complete copy of the Rules & Regulations of Bay Reach Condominium Association, Inc. and if the application is for the rental of my unit, I understand that I am responsible for the units Water-sewer-trash costs, any Fines that may be imposed for violations of the Association's Documents or Rules & Regulations and any damages done to the Common Elements by my tenant(s) and/or their guests.
- 2). That the information contained in this application is true and accurate to the best of my knowledge.
- 3). That a copy of the actual lease agreement or sale contract is attached, with a copy of the original Parking Certificate and that there are no other agreements concerning this lease, rental or potential purchase.
- 4). That the unit owner is responsible all costs and fees paid the Associations attorney as may relate to the owner's guests and/or tenant or guests of such tenant from the enforcement of the Associations Documents and Rules & Regulations.

I hereby authorize the Association to evict my tenant at my expense in any case where my tenant fails to abide by the Bay Reach Condominium Association, Inc. Documents and/or Rules & Regulations.

Signature of Owner _____ Date _____

Signature of Owner _____ Date _____