

HARBOR POINTE CONDOMINIUM ASSOCIATION, INC.

A Corporation Not-For-Profit

LEASE APPLICATION

ALL PROPOSED TENANT APPLICANTS MUST AGREE TO SUBMIT TO A BACKGROUND CHECK, CREDIT CHECK, VERIFICATION OF LANDLORD REFERENCE AND ALL OTHER INFORMATION ON THIS APPLICATION.

TWO SEPERATE PROCESSING FEES MUST BE PAID UPON SUBITTING THIS APPLICATION (EXCEPT FOR RENEWALS). ONE CHECK/MONEY ORDER TO HARBOR POINTE CONDOMINIUM ASSOCIATION IN THE AMOUNT OF \$50.00 PER LESEE. ONE CHECK/MONEY ORDER TO LELAND MANAGEMENT IN THE AMOUNT OF \$75.00.

FALSE INFORMATION: Any lease or lease application containing false information is grounds for rejection and if discovered after the tenant moves into a unit, will invalidate the lease.

Both the owner of the unit at Harbor Pointe and the proposed tenant make this application jointly and represent that the information provided in this application is true to the best of their knowledge. Harbor Pointe and their designated property management company are authorized to verify the proposed tenant's background, credit, employment, and previous landlord references in connection with the processing of this application.

BACKGROUND CHECK: Public records will be checked for all proposed tenant applicants. If a check reports that there is a prior eviction, property damage lawsuit, violent crime, or controlled substance/substance abuse (felony) history, that the applicant is a registered sex offender or predator, the applicant will be rejected by the Association.

Both the owner of the unit at Harbor Pointe and the proposed tenant represent that the owner has provided copies of the current condominium declaration, by-laws, and resident handbook to the proposed tenant and the tenant has read them and agrees to abide by them while a tenant at Harbor Pointe.

Upon submittal of this application, the fee, and proposed lease form to the association's property management company, the Association has 10 days to process this application.

UNIT OWNER

DATE

PROPOSED TENANT APPLICANT

DATE

PROPOSED TENANT APPLICANT

DATE

HARBOR POINTE CONDOMINIUM ASSOCIATION, INC.

A Corporation Not-For-Profit

Application to Lease Building/Unit #_____

***MUST BE FULLY COMPLETE TO BE REVIEWED**

Owner Information:

Name: _____ Phone _____

Mailing Address: _____ Email _____

Leasing Agent (if any): _____ Phone _____

Company Name: _____ Email _____

Tenant(s) Information:

Name: _____ DOB _____

SS# _____ DL# _____

Phone _____ Email _____

Address: _____

Current Employment: _____ # of years _____

Name: _____ DOB _____

SS# _____ DL# _____

Phone _____ Email _____

Address: _____

Current Employment: _____ # of years _____

The lease terms and conditions must comply with County regulations and specify who will live in a unit and their relationship to the tenant. Brevard County zoning regulations limits the number of occupants in a single family residence especially unrelated tenants.

*Additional occupant: _____ Relationship: _____ Age: _____

Additional occupant: _____ Relationship: _____ Age: _____

*attach additional page if necessary for additional occupants

**Make of Car _____ Year _____ Model _____ Color _____ Tag # _____

Make of Car _____ Year _____ Model _____ Color _____ Tag# _____

**Harbor Pointe limits the # of vehicles per unit to 2. One parked on the surface lot and one in the garage.

Please furnish the name, address, and phone number for TWO PAST Landlord's

1) _____

2) _____

Contact in case of an emergency: _____

Number of Pets: _____ Breed: 1. _____ 2. _____

Weight: 1. _____ 2. _____

*Harbor Pointe limits the number and weight of pets. No more than 2 pets are permitted per unit weight not to exceed 35 pounds.

The undersigned declare that the foregoing information is true and correct, authorizing its verification and obtaining a background check.

Signature of Owner: _____ Date: _____

Signature of Applicant: _____ Date: _____

Signature of Co-Applicant: _____ Date: _____

Recommendation of Management Company: Approve _____ Deny _____ Date _____

Recommendation of Association: Approve _____ Deny _____ Date _____

RESIDENT HANDBOOK -proposal

LEASING

The HARBOR POINTE CONDOMINIUM ASSOCIATION, INC. (hereinafter the "Association") does hereby adopt these Rules and Regulations pursuant to Article X, Section E and all other powers contained with the DECLARATION OF CONDOMINIUM OF HARBOR POINTE, A CONDOMINIUM, recorded in Official Records Book 5493, Page 2268 of the Public Records of Brevard County, Florida, as amended and supplemented (hereinafter the "Declaration"), and Chapter 718 of the Florida Statutes. Unless otherwise indicated, all terms used herein shall have the meaning given to them in the Declaration.

1. No Unit Owner may enter into an agreement to lease his/her unit without first submitting to the Association the proposed lease for his unit along with a completed leasing application package (hereinafter the "Application Package") and obtaining approval in writing by the Association. **The Application Package will contain forms(s) adopted by the Association which may include, but may not be limited to, a written consent form for background investigation, credit investigation, and at least one reference from a previous landlord, which must be signed by the prospective tenant.** Once completed Application Package is submitted with the proposed lease, the Association shall have up to ten (10) days to approve or disapprove the proposed lease and shall notify the Unit Owner, in writing, of its decision.
2. The Association will publish a schedule of fees covering the costs of processing the Application Package.
 - i. Fee Schedule:
 1. Check to Harbor Pointe Condominium Association in the amount of \$50.00 (per condominium documents)
 2. Check to Leland Management in the amount of \$75.00 (per management agreement).
3. The Application Package can be obtained from the property manager for Harbor Pointe Association, Inc.

The application process is comprised of:

1. CREDIT CHECK
 2. BACKGROUND CHECK
 3. REFERENCE(S)
 4. INTERVIEW W/PROSPECTIVE TENANT
 5. RENT PAYMENT ADDENDUM (S)
4. The Association will not approve any lease which has not been submitted for prior approval along with completed Application Package.

5. If the Association approves a proposed lease, the Association must be provided with a fully executed copy of the lease or rental Agreement before any tenant may occupy the unit.
6. All lease agreements must either be prepared by an attorney or be a standard residential lease issued by the Florida Association of Realtors and Florida Bar Association (FAR/BAR).
7. All leases shall provide that all tenants and occupants subject to the lease are also subject to the terms of the Declaration, Articles of Incorporation, Bylaws and Rules and Regulations of the Association and those violations of same by the tenant, occupant or guest shall constitute a material breach of the lease.
8. Before any tenant may occupy a unit, the owner at their expense must provide the tenant with a complete and current set of Association governing documents, including the Declaration, Articles of Incorporation, Bylaws and Rules and Regulations which can be found at www.harborpointeFL.com/Condo Docs.htm.
9. A Unit Owner who is delinquent in payment of any assessments at the time approval is sought for the lease of a unit may be denied his/her request for approval based solely on such delinquency.
adopted May 15, 2008
10. Unit Owner agrees that should fees owed to the Harbor Pointe Condominium Association become 30 days past due, the Association will notify the tenant to redirect rent payment to our management company. Rent collected will be reduced by the current month's dues and up to an additional month's dues to cover back months dues – the balance will be forwarded to the Unit Owner. For the remainder of the lease, the Management Company will collect the rent; reduce it by the monthly assessment and forward the balance to the Unit Owner. The Unit Owner is responsible for all payments owed the Association. Upon notification to Renter of rent payment redirection, failure to do so will be a breach of this Agreement and void the lease with the Unit Owner.
-Adopted 2-26-09

FORM USED 7-2011, NOT BOARD ADOPTED:

**RENTAL INTERVIEW
HARBOR POINTE CONDOMINIUM**

No nuisances allowed, including but not limited to barking dogs, wind chimes etc.

No fire hazards; fireworks, gas or charcoal grills or smokers.

No immoral, improper or offensive behavior.

No furniture or objects allowed in common elements or stairwells.

It is prohibited to hang garments rugs from windows, patios or balconies.

It is prohibited to dust rugs etc from windows, patios or to clean rugs by beating on exterior of building.

No boats, utility trailers, recreational vehicles or special purpose vehicles shall be parked on the condo property or in the garage. No motor homes, camper, watercraft or commercial vehicle may be parked on property or in the garage.

No more than 2 vehicles per unit allowed to park on property. Must get parking pass from gate attendant or condo manager.

Nothing is allowed to fall from window, patio, balcony, porch or door.

Two household pets (dogs or cats) are allowed, each not to exceed 35 lbs.

Dogs must be on leash at all times when on common ground. All poop to be picked up. Doggy bags available on site. No pets in pool, tennis or basketball area.

Garbage is to be placed securely in bag before placing in trash bin. Recycle bin located behind Clubhouse is for cardboard boxes, glass and plastic items.

A grocery cart is located in each garage/lobby area for the convenience of residents. It is to be promptly returned to its original site after use.

If new door lock is installed, copy of new key must be filed with the manager for emergency use only.

These building are post tension concrete construction. To prevent structural damage, no items may be hung from the ceilings (including garages) except where electric receptacles are provided.

Sprinklers may not be painted.

Please inform greeters at gate when guests/delivery people are expected to ensure their prompt admittance. Phone No. 321-269-2433

Do not feed the wildlife.

I understand the above and agree to abide by the condominium rules listed and to others as I am informed.

Name	By	Bldg/Unit #	Date
------	----	-------------	------



7 Indian River Ave, #1206
Titusville, FL 32796

Rent Payment Addendum

The Unit Owner agrees that should fees owed to the Harbor Pointe Condominium Association become 30 days past due, the Association will notify the tenant to redirect rent payment to our management company. Rent collected will be reduced by the current month's dues and up to an additional month's dues to cover back months dues—the balance will be forwarded to the Unit Owner. For the remainder of the lease, the Management Company will collect the rent; reduce it by the monthly assessment and forward the balance to the Unit Owner.

The Unit Owner is responsible for all payments owed the Association.

Upon notification to Renter of rent payment redirection, failure to do so will be a breach of this Agreement and void the lease with the Unit Owner

Agreed: Unit Owner

Date

Agreed Tenant

Date

Should rent need to be forwarded to the Association Management Company, please remit to:

Harbor Pointe Condominium Association

c/o Leland Management
6972 Lake Gloria Blvd.
Orlando, FL, 32809-3200