

# Poinciana Apartments, Inc.

3325 Airport Pulling RD.

Naples Florida 34105

Telephone / FAX: 239-261-5444

OFFICE USE	
LEASE	
PHONE	
PHOTO	
FEE	
RULES	
INTERVIEW	
APPROVED	

OFFICE USE		
Unit Number		
Card Number		
Rule	Fine	Ln

## Application for Approval to Lease

• **Term of Lease:** Unit: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_ Owner: \_\_\_\_\_  
(last name only)

• **Occupants:** List all persons who will occupy the unit on a consistently recurring basis. (include all children)

	<u>Name</u>	<u>Relationship</u>	(M/F)	(Age)
1.	_____	_____	( )	( )
2.	_____	_____	( )	( )
3.	_____	_____	( )	( )
4.	_____	_____	( )	( )

• **Vehicles:** List all vehicles that will be parked on property. (Important: vehicles not listed may be towed)

( Car/Truck )	<u>Make / model / year / color(s)</u>	<u>Plate number</u>	(tag expires)
1. ( )	_____	_____	( - )
2. ( )	_____	_____	( - )

• **Employment:** List all employers, address, city, length of employment, and phone number (with extension)

	(years)	Phone number
1. _____	( )	-
2. _____	( )	-

• **References:** List two personal references (name, address, city, and phone) [local references are preferred]

1. _____	( )	-
2. _____	( )	-

• **Telephone Numbers:** (after occupancy) Home, Cell or Beeper, Emergency (contact name & number)

(H) \_\_\_\_\_ ( ) \_\_\_\_\_ (E) \_\_\_\_\_ @ \_\_\_\_\_

• **General Information:** The Board of Directors for Poinciana Apartments, Inc. will not approve any applicant for tenancy until all information on this form is provided. It is preferable that this form be submitted at least ten (10) working days prior to occupancy. A non-refundable application fee must accompany this application. The owner or agent should submit a check for \$100.00 made payable to Poinciana Apartments, Inc. According to the Association's Rules and Regulations, there shall be no more than two residents in a one-bedroom unit and four residents in a two-bedroom unit. No more than two unrelated persons may occupy any unit. All houseguests must be registered with the manager's office. No unit may be subleased. All vehicles parked on property, on a consistently recurring basis, must be registered or face the possibility of being towed at the owner's expense. A security card will be issued to each unit for the mail and laundry rooms and the pool area. Failure to register or violations of the Rules and Regulations may result in the selective deactivation of security cards by the Board or their agent.

• **The Lessee(s) (Tenant),** by signing this application form, certifies that he or she understands that Poinciana Apartments, Inc. is a condominium community where each apartment is individually owned by a member of the Poinciana Apartments Condominium Association. The Board of Directors of the Association has adopted a set of Rules and Regulations, a copy of which has been provided the Lessee along with this application form. The Lessee(s) also certifies that the Rules and Regulations have been read and understood, and agrees that all occupants and guests will abide by the items contained therein. It is further understood and agreed that the Board, within its authority under Florida statutes, may levy fines for violations of those Rules and Regulations. If the Board or its agent receives two (2) written complaints against any occupant or guest of a unit, it may result in actions ranging from warnings and fines, to cancellation of the lease. The Lessee(s) further certifies that the information provided on this application and during the interview process is complete and accurate, and authorizes management inquiries for confirmation. If any information is found to be misleading or false, the Association retains the right to void the lease.

• **The Lessor (Landlord),** by signing this application form, certifies that he or she understands, agrees, and authorizes the Board or its agent to have full power and authority to take any necessary action that may be required, including eviction, to prevent repetitive violations by the Lessee(s) or their guests of the provisions in the Declaration of Condominium, the Association's Bylaws, the Florida Condominium Act, the Florida Landlord Tenant Act, and/or the Rules and Regulations of the Association. And, the Lessor, or their authorized agent, certifies that he or she has provided the Lessee a copy of the Rules and Regulations along with this application form and that the Lessee has stated that he and/or she understands and will abide by both documents. It is further understood, that after proper notification and given an opportunity to cure, fines may be levied for repeated violations committed by the Lessee(s) or their guests.

(Please type or print)

Lessor / Landlord

Lessee(s) / Tenant(s)

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

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

Phone: (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_

Signatures: \_\_\_\_\_ X \_\_\_\_\_  
(Landlord / agent)

[To be signed by tenant(s) only during the interview]

Agent of the Board: \_\_\_\_\_ Witnessed on this date: \_\_\_\_\_  
(Office use only) (Office use only)