



Palm Sprins Gardens Bldg. II Condominium Association, Inc.

APPLICATION FOR CONSENT TO LEASE OR FOR SALE

To process an application for the sale or lease of a unit, the application package must be completed in full and submitted with all required documents and fees. The complete package must be received by the Management Office at least ten (10) working days before Association action is requested. The Board of Directors will have ten (10) days after the applicant's interview to take action on the application.

INCOMPLETE APPLICATIONS WILL BE RETURNED WITHOUT ACTION.

Required Documents

- Copy of the proposed sales contract or rental/lease agreement.
- Copy of a valid photo ID for each applicant.
- Copy of a valid, unexpired vehicle registration.
- Two (2) letters of recommendation for each applicant over 18 years of age.
- Original police report for each applicant over 18 years of age.
- Cashier's check or money order for all applicable fees listed below.

FEES (NON-REFUNDABLE)

- \$175.00 - Married couple, with a copy of the marriage certificate.
- \$150.00 - Per applicant over 18 years of age, payable to VTE Consulting LLC.
- \$30.00 - Background check fee per applicant, payable to VTE Consulting LLC by money order or cashier's check
- \$100.00 - Impact fee,
- \$500.00 Security Deposit per Application (Refundable) after moving out Payable to Palm Spring Gardens Bldg. II

STANDARD PROCESSING TIME: 20-25 BUSINESS DAYS

Rush processing (7-10 business days) is available for an additional \$100.00 fee.

ALL APPLICATIONS MUST BE SUBMITTED IN PERSON. APPLICATIONS WILL NOT BE ACCEPTED BY EMAIL.

An application will not be considered and will be automatically denied if a national background check and full credit report cannot be completed.

Occupancy is limited to a maximum of two (2) occupants per bedroom.

IMPORTANT: Any approval issued by the association is contingent upon the Association's Management certifying the payment of any outstanding assessment, fines, late charges, or other fees owed by the current unit owner to the association. Approval may be rightfully withheld until all such outstanding maintenance assessment debts have been paid to the Association.

IMPORTANT: No one may move into the unit before approval by the association has been given. Any UNAPPROVED sale /lease of a unit is a voidable transaction and can be set aside through appropriate legal action.

The Board of Directors feels that this procedure will serve the best interests of the community. We thank you in advance for your cooperation.

AFTER A SALE IS FINAL

Please provide Management with a copy of the recorded Warranty Deed and the Settlement Statement showing the closing date and the name(s) of the new owner(s). This information is required in order to update the Association's records.

Applicant Name (Print) _____ Applicant Signature _____ Date _____

Palm Springs Gardens Bldg.II Condominium Association, Inc.

Email: ninagarcia@vteconsultingllc.com | office@vteconsultingllc.com

APPLICATION MUST BE COMPLETED IN FULL BY PROSPECTIVE TENANT(S) OR BUYER(S)

VTE Consulting LLC, 1840 West 49 Street, Suite 216, Hialeah, FL 33012 | 305-603-7879



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APPLICATION RESTRICTIONS & ACKNOWLEDGMENT

Restrictions

- New Residents must be interviewed and approved by the Association, with five (5) days advance notice of move in or out.
- Residents are permitted to move into the building between the hours of 9:00 A.M. - 4:30 P.M. Monday through Friday.
- If you are having work done in your unit, it must be done between the hours of 9:00 A.M. - 4:30 P.M. Monday through Friday.
- All maintenance fees must be current at the time of application.
- All boxes are to be crushed and folded, taken to the dumpster in the parking area, and placed in the dumpster container. If boxes are not broken down, the unit will receive a fine of \$100.00 violation.
- If sale, the buyer agrees to provide the Management Company with a copy of the Closing Statement no later than seven (7) days after the closing date. If a lease, you must provide a copy of the lease agreement.
- No excess furniture from moves in or out may be left by the dumpster area. A fine will be given to the unit owner.

I certify that I have read and understand the above application and restrictions:

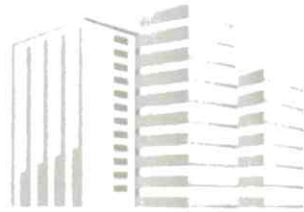
Unit #	
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Signature of Applicant: _____ **Date:** _____

Signature of Applicant: _____ **Date:** _____

Signature of Owner: _____ **Date:** _____

All Applicants must sign



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Application for Consent to Lease or For Sale

This application and the attached Application for Occupancy must be completed in detail by the proposed Buyer/Tenant. Please attach a copy of the Sales Contract to this application or rental agreement. The Seller (current owner) shall provide the Buyer with a copy of all the Condominium documents. Processing of this application will begin after all required forms have been completed, signed, and in the Management's office.

Application For: ☐ Sale ☐ Lease	Unit #:
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Applicant #1

First Name:	Middle Name:	Last Name:
D.O.B:	Social Security:	
Driver License State:	Driver License:	
Phone Number:	Phone:	
Email:		

Employment of Applicant #1

Employer:	Position:
How Long at Present Job:	Phone Number:
Address:	

Applicant #1 - Background Information

Have you ever been arrested or convicted of a crime? YES or NO:	
Dates:	County / State / Convicted in:



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Applicant #2

First Name:	Middle Name:	Last Name:
D.O.B:	Social Security:	
Driver License State:	Driver License:	
Phone Number:	Phone:	
Email:		

Employment of Applicant #2

Employer:	Position:
How Long at Present Job:	Phone Number:
Address:	

Applicant #2 - Background Information

Have you ever been arrested or convicted of a crime? YES or NO:	
Dates:	County / State / Convicted in:
Charges:	



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Applicant #3

First Name:	Middle Name:	Last Name:
D.O.B:	Social Security:	
Driver License State:	Driver License:	
Phone Number:	Phone:	
Email:		

Employment of Applicant #3

Employer:	Position:
How Long at Present Job:	Phone Number #:
Address:	

Applicant #3 - Background Information

Have you ever been arrested or convicted of a crime? YES or NO:	
Dates:	County / State / Convicted in:
Charges:	



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Children Under 18 years old

1. First and Last Name	Age
2. First and Last Name	Age:
3. First and Last Name	Age:

Emergency Contact

Name:	Relationship:
Phone:	
Name:	Relationship:
Phone:	

VEHICLE INFORMATION

Make:	Year:	Color:	Tag:

PET'S INFORMATION

Name:	Type:	Weight:	Tag:
Vaccine Information:			



APPLICATION CHECKLIST

Rush: ☐ Yes ☐ No (additional fee required).

- ☐ 1) Fully completed Application.
- ☐ 2) \$175.00 per married couple with the Marriage Certificate.
- ☐ 3) \$150.00 Money Order or Cashier's Check - Made payable to VTE Consulting LLC.
- ☐ 4) \$30.00 Background Check, Money Order, or Cashier's check - Made payable to VTE Consulting LLC.
- ☐ 5) Two Personal Reference Letters per applicant over the age of 18.
- ☐ 6) U.S. Government-issued photo ID per applicant.
- ☐ 7) Copy of Executed Lease or purchase contract - Must be fully executed.
- ☐ 8) Sales Only. Please provide proof of income.
- ☐ 9) Copy of License (All Adults over the age of 18).
- ☐ 10) Copy of vehicle registration (All vehicles owned).
- ☐ 11) Copy of vehicle insurance (All vehicles owned).
- ☐ 12) Signed and acknowledged receipt of Rules and Regulations.
- ☐ 14) \$50000 Security Deposit Palm Springs
- ☐ 15) \$100.00 Impact Fee payable to Palm Springs

If the above requirements are not met, the application will not be accepted. (No Exceptions)

Application and documentation received (Date):

Received By:

This document must be filled out by the office manager.

VTE Consulting LLC, 1840 West 49 Street, Ste 216, Hialeah, FL 33012, 305-603-7879



Rent Interception

The Condominium Act was amended effective July 1, 2010, to allow an Association to demand that a tenant in possession must pay any future monetary obligation related to the unit, i.e., rent, directly to the Association.

Fla. Stat. & 718.166(11)

(11)(a) If the unit is occupied by a tenant and the unit owner is delinquent in paying any monetary obligation due to the association, the association may make written demand that the tenant pay to the association the subsequent rental payments and continue to make such payments until all monetary obligations of the unit owners related to the unit have been paid in full to the association. The tenant must pay the monetary obligations to the association until the association releases the tenant or the tenant discontinues tenancy in the unit. Pursuant to section 718.116 (11), Florida Statutes, the association demands that you pay your rent directly to the condominium association and continue doing so until the association notifies you otherwise.

This is commonly known as "rent interception", and if the tenant fails to comply, the tenant may be subject to eviction. The statute allows the association to demand that the tenant pay to the association the subsequent rental payments and continue to make such payment until all monetary obligations of the unit owner related to the unit have been paid in full to the association." The rent interception statute provides the association a tool to preclude an owner, who is often in foreclosure, from pocketing the rent obligation while shorting the owner's obligation to the association.

As an owner, you understand that 10% of the rental interception amount is collected as a processing fee for the efforts made. Also, you understand that a \$25.00 fee for each notice posted/mailed is also charged to you.

You understand the law that has been stated above and will adhere to such recourse if needed.

Applicant Name

Applicant Signature



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DISCLOSURE AND AUTHORIZATION AGREEMENT

DISCLOSURE

A consumer report and/or investigative consumer report, including information concerning your character, employment history, general reputation, personal characteristics, criminal record, education, qualifications, motor vehicle record, mode of living, credit, and/or indebtedness, may be obtained in connection with your application for and/or continued residence.

A consumer report and/or an investigative consumer report may be obtained at any time during the application process or at your residence. Upon timely written request of the management, and within 5 days of the request, the name, address, and phone number of the reporting agency and the nature and scope of the investigative consumer report will be disclosed to you. Before any adverse action is taken, based in whole or in part on the information contained in the consumer report, you will be provided with a copy of your rights under the Fair Credit Reporting Act.

AUTHORIZATION

This requested information will be used in reference to my (our) Purchase/Rental/Lease Application.

I/We hereby authorize you to release any and all information concerning my/our Employment, Banking, Credit, and Residence information to:

VTE Consulting LLC
1840 W 49th Street, Suite #216
Hialeah, FL 33012

I/We hereby authorize VTE Consulting LLC to investigate all statements contained in my/our application, if necessary. I/We understand that I/We hereby waive any privileges I/We may have regarding the requested information by releasing it to the above-named party. A copy of this form may be used in lieu of the original.

READ, ACKNOWLEDGED, AND AUTHORIZED

Applicant Name

Applicant Name

Applicant Signature

Applicant Signature

Date

Date

RESTRICTED VEHICLES

These vehicles are not allowed to park in the condominium.

Pickup trucks



Commercial vehicles



Vehicles with signs or lettering



Moving trucks



Limousines



Heavy-duty trucks



**Long-bed pickups /
F-250 / F-350**



Motorcycles



**All types of
trailers**



DOCUMENTO DEL CONDOMINIO PALM SPRINGS GARDENS ASOCIACION EDIFICIO II

CAPITULO PRIMERO -OBJETIVO:

El objetivo del presente reglamento es constituir y establecer las normas de educación, moralidad y buenas costumbres, que deben mantener siempre todos los habitantes del inmueble, con el propósito de garantizar el respeto y la armonía entre los copropietarios del inmueble.

Este reglamento, es parte integral del documento del condominio **Palm Springs Condo II** para todos los efectos legales, y que será aplicado como corresponde a todos los ocupantes del mencionado inmueble, y que el mismo podrá ser modificado únicamente por la asamblea de propietario constituida, de acuerdo con los estatutos contenidos en este reglamento.

Artículo # 1

Los acuerdos tomados por la junta directiva del condominio dispuestos en este reglamento y que no violen el documento del condominio, serán de carácter OBLIGATORIO para todos los copropietarios. Cualquier copropietario que se considere de una forma u otra perjudicado, podrá dirigirse a la junta directiva del condominio y exponer sus razones e inquietudes al respecto.

Artículo #2

Es una función de la junta directiva del condominio, el llamar al orden a los vecinos que hagan algo no permitido dentro del reglamento y en caso necesario denunciar a aquellos que infrinjan la ley de propiedad horizontal o documento de condominio o acuerdos de copropietarios.

CAPITULO SEGUNDO - NORMAS ESPECIALES PARA EL USO DE LOS PARTAMENTOS Y BIENES COMUNES DEL EDIFICIO

Los apartamentos son destinados únicamente para viviendas

1. Los copropietarios solo tendrán derecho a ocupar la parte interior de los apartamentos. Los corredores, vestíbulos y otros bienes comunes deben mantenerse siempre libres, quedando

el respectivo propietario o a falta de copropietario sera efectuado la misma por la persona causante de los daños.

12. Los copropietarios de apartamento arrendados son en todo momento, los responsables de las faltas cometidas en contra de este reglamento, reservandose contra este, las acciones legales pertinentes.

13. Todo copropietario sera responsable de las molestias que causen los visitantes de su apartamento.

14. Los copropietarios y ocupantes del edificio tendran el mayor cuidado en no utilizar en forma anormal las instalaciones y bienes comunes del edificio.

15. Queda terminantemente prohibido que los niños, jueguen, patinen, usen patinetas o paseen en bicicletas, triciclo u otro similar en la entrada principal, en los pasillos, escaleras, en las rampas de accesos al mismo, estacionamiento y otras areas comunes.

16. HORARIO DE MUDANZAS: debe realizarse 9:00 am a 6:00 pm, la mudanza se coordina a travez de la asociacion. Para la mudanza los interesados seran responsable de los daños que se puedan producir en el edificio y en los ascensores por este motivo. Asi mismo, deberan hacerse cargo de la limpieza, rayones a los pasillos en la trasportacion de muebles y otros objetos que con motivo de la mudanza o traslado se pueda ocasionar, debe deshacerse de los desperdicios o envases acumulados.

17. Los copropietarios de cada apartamento, debera abstenerse de producir toda clase de ruidos molestos que perturben la tranquilidad del vecino.

De acuerdo a lo que determina la ley de propiedad horizontal:

Queda terminantemente prohibido producir ruidos, musica o sonidos de cualquier indole, perturben la salud, el reposo o la tranquilidad de los residentes del edificio. En ningun caso, podran funcionar los aparatos de musica a altas horas de la noche, de forma que se pueda escuchar en los apartamentos colindantes.

CAPITULO TERCERO: MODIFICACIONES EXSTERIORES

el uso de autos. Los estacionamientos de visita son solo para ese fin los copropietarios no pueden usarlos en nignun momento, para evitar molestias. Los copropietarios deben coseguir, estacionamientos para los vehiculos adicionales que se posea, ya que las restantes areas asfaltadas son para circulacion. **ESTA TERMINANTEMENTE PROHIBIDO ESTACIONARSE EN ELLAS.**

En el area de estacionamiento esta prohibido terminantemente:

1. Estacionar camiones.
2. Estacionar en areas de circulacion, tanto de vehiculos como de peatones o en areas verdes
3. Arrojar objetos que impidan, molesten o entorpezcan la circulacion o ensucien el area.
4. UTILIZARLOS PARA LAVAR O EFECTUAR REPARACIONES MAYORES A LOS VEHICULOS.
5. TOCAR CORNETAS O SIMILAR PARA LLAMAR LA ATENCION.
5. Ocupar los puestos de estacionamientos diferentes al asignado.
6. Jugar con Pelotas patines, bicicletas u otros objetos veloces con fin de evitar daños a los vehiculos.
7. CIRCULAR A EXCESO DE VELOCIDAD. La velocidad maxima en areas de parqueo es de 5 millas.

CAPITULO SEXTO: CUARTO DE LAVADORAS

- El horario del lavado es de 7:00 am a 11:00 pm. Despues de las 11:00 pm queda prohibido lavar para evitar ruidos, que molestan a los copropietaros.
- Mantener el cuarto de lavado limpio a su vez limpiar los filtros de la secadora.

5. No poner basura en el pasillo cuando la puerta del ducto este serrada.
6. Las puertas de los cuartos de basura deben permanecer serradas. El horario de basuras es de 7 am a 11 pm no echar basura fuera de ese horario por que molestan a los vecinos.
7. Queda teminantemente prohibido botar muebles efectos electricos, colchones, TV, mesas, sillas y otros objetos grandes.

Se debe tener sumo cuidado, en el uso de los fregaderos, lava manos e inodoros, evitar lanzar desperdicios de comida, papeles y toda clase de objetos que genere o que produsca tupicion a las cañerias.

Es impresindible el ahorro del AGUA poque entre mas se ahorre, mas beneficio obtendremos. Por favor hagamos un esfuerzo en el ahorro del preciado liquido.

DIRECTIVA DEL CONDOMINIO:

Tratemos de cumplir con este reglamento para evitar ser multados con cuotas que podrian oscilar entre \$10.00 hasta \$100.00 segun su gravedad; recuerde que las camaras de vigilancia estan grabando las 24 horas.

Atentamente,
Junta Directiva