

## Application for Approval of Lease

Note: A fee of \$50.00 payable to Longwood Villas of Sarasota Homeowners Association, Inc. must accompany this application and be forwarded to the above address in advance of lease. A copy of the lease (six-month minimum) should also be submitted. This lease must be approved by Association Board of Directors before being finalized.

Address of Unit: \_\_\_\_\_, Sarasota, FL 34235

Lease Dates: From \_\_\_\_\_ to \_\_\_\_\_

**Restrictions on Use:** Lessees are obligated to abide by the Association documents and the Owner/Agent has referred the Lessee to the Association's web site <http://tivolivillage.org> where the Association documents may be read or downloaded. The Owner will maintain a copy of the Association documents (i.e., the Declaration, and the Bylaws) in the unit available to the Lessee.

**Lessee Information** (Complete in detail):

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

Active Service Member: N  Y  Military ID # \_\_\_\_\_ (Anyone serving active duty with US Armed Forces or State active duty and all members of the Florida National Guard or US Reserve Forces.)

Address: \_\_\_\_\_ City State Zip \_\_\_\_\_

Phones: Home \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

Others, if any, that will be in residence and relationship: \_\_\_\_\_

Emergency Contact: Name \_\_\_\_\_ Phone \_\_\_\_\_

I hereby state that I advised the Lessee that the Lessee is obligated to abide by the Association documents (i.e., the Declaration and the Bylaws) and has been made aware of their availability.

Upon occupancy, I will notify the Capstone Association Management Manager of the Lessee's new contact information (phone #, etc.)

**Owner / Agent's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Real Estate Agent: \_\_\_\_\_ Email: \_\_\_\_\_

Upon approval send to: \_\_\_\_\_

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**THIS SECTION TO BE COMPLETED BY THE MANAGEMENT COMPANY**

Application Received: \_\_\_\_\_ Check Received: \_\_\_\_\_

Background Check Requested: \_\_\_\_\_ Background Check Received: \_\_\_\_\_

Sent to BOD: \_\_\_\_\_ Sent to Realtor: \_\_\_\_\_

**Board Action:**  Approved or  Rejected

**For the Association** \_\_\_\_\_ **Date:** \_\_\_\_\_