

## **AZALEA WOODS CONDOMINIUM ASSOCIATION. INC.**

Dear Prospective New Owner/ Tenant:

All new prospective new owners or tenants are required by the association documents to complete an application and interview process prior to closing or in the case of a tenant, prior to occupancy. You should plan to allow up to two (2) business weeks for completion of the application process. The following items are required to complete the process:

- Completed sales/rental application.
- Copy of complete sales contract or lease.
- Completed lease addendum for tenants only.
- Signed questionnaire/interview confirmation sheets.
- Completed emergency information sheet.
- Application fee.
- Notarized certificate of approval.

**An instruction sheet/checklist is included for your convenience.**

When completed, the entire packet (originals with appropriate signatures) must be delivered or mailed to the following address to complete the process prior to closing:

**Ameri-Tech Community Management, Inc.**

**24701 US Highway 19 North**

**Clearwater, FL 33763**

**(727) 726-8000**

**Att: T.C. Sayles (727) 726-8000 x 273**

**AZALEA WOODS CONDOMINIUM ASSOCIATION, INC.**

**APPROVAL REQUEST FOR LEASE**

SPECIAL NOTE: This Approval Request for Lease must be in the possession of the Management Company fifteen (15) days prior to the leasing date: **A COPY OF THE LEASE AGREEMENT MUST ALSO ACCOMPANY THIS REQUEST ALONG WITH A NON -REFUNDABLE \$100.00 APPLICATION FEE MADE PAYABLE TO THE ASSOCIATION.**

Applicant must read Rules & Regulations and Condominium/Homeowner Documents before leasing. The Landlord should supply them to the Tenant to read at the time of contract acceptance. If the Landlord does not have a copy, they may be purchased through the Management Company or is available on the Association website, azaleawoods.net. Please send all information within the 15 day time period to the office of;

Ameri-Tech Community Management, Inc.

24701 US 19 North, Suite 102

Clearwater, FL 33763

DATE: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

LANDLORD

TENANT

ADDRESS: \_\_\_\_\_ UNIT: \_\_\_\_\_

LENGTH OF LEASE: (FROM) \_\_\_\_\_ (TO) \_\_\_\_\_

**Applicants may not move in until they have been approved.**

Per Azalea Wood's By-Laws the unit cannot be leased for a period of two (2) years after purchase, at which time purchaser agrees to apply the Board of Directors with a lease packet which can be obtained through Ameri-Tech Community Management, Inc.

Tenant(s) represent that the following information is true and correct, and consent to further inquiry and investigation concerning this information or any information that comes from that inquiry that is necessary for approval of this request. **Criminal background checks are done on all applicants. Please sign in the space below to grant permission.**

(2)

Persons who will occupy the above unit are as follows:

NAME: \_\_\_\_\_  
SIGNATURE PLEASE PRINT NAME

SOC.SEC# \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_  
DRIVERS LICENSE #: \_\_\_\_\_ STATE: \_\_\_\_\_

NAME: \_\_\_\_\_  
SIGNATURE PLEASE PRINT NAME

SOC.SEC# \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_  
DRIVERS LICENSE#: \_\_\_\_\_ STATE: \_\_\_\_\_

**IF ADDITIONAL PEOPLE WILL OCCUPY UNIT, ATTACH A SEPARATE SHEET AS AN ADDENDUM.**

PRESENT ADDRESS \_\_\_\_\_

PRESENT PHONE \_\_\_\_\_ ALT PHONE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

EMPLOYER(S) NAME/ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TWO REFERENCES NAME/ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_

