

# Villa Del Mar Condominium Association, Inc.

## Application for Sale / Lease

*Application fee of \$150.00 for all Sales and Leases, checks should be made payable to Villa Del Mar Condo Association, Inc. A copy of the purchase contract or lease agreement must be provided. Your application will not be processed until all the required information is provided. Please provide 10 business days for processing. The approval of applications submitted with less than 10 business days may risk being delayed.*

Unit # \_\_\_\_\_ Parking Space #(s) \_\_\_\_\_ Choose One:  Sale  Lease

Dates of Lease: from \_\_\_\_\_ to \_\_\_\_\_

I / We, \_\_\_\_\_

The prospective BUYER(s) / TENANT(s) for Unit \_\_\_\_\_ at Villa Del Mar Condo. Association, Inc. that is currently owned by \_\_\_\_\_ hereby allow TENANT CHECK, and / or the property owner/manager to inquire into my/our credit file, criminal, and civil history to obtain information. I/We understand that on my/our credit file it will appear that TENANT CHECK has made an inquiry. I/We cannot claim any invasion of privacy against them now or in the future.

Signature \_\_\_\_\_ Signature \_\_\_\_\_

### Applicant's Information

Full Name \_\_\_\_\_

Driver License: \_\_\_\_\_ Birth Date: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

To receive Association Correspondence via email, initial here: \_\_\_\_\_

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

How long: \_\_\_\_\_ Rent: Y / N Landlord Name and Tel: \_\_\_\_\_

Have you ever been arrested? Y / N Have you ever been evicted: Y / N

### Co-Applicant's Information

Full Name \_\_\_\_\_

Driver License: \_\_\_\_\_ Birth Date: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

To receive Association Correspondence via email, initial here: \_\_\_\_\_

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

How long: \_\_\_\_\_ Rent: Y / N Landlord Name and Tel: \_\_\_\_\_

Have you ever been arrested? Y / N Have you ever been evicted: Y / N

### **For Buyers Only**

Check which use you intend for your unit: Full Time Resident  Second Home  Rent

# Villa Del Mar Condominium Association, Inc.

References:

_____	_____
Name	Date
_____	_____
Name	Date

Names and ages of person(s) occupying the Unit:

Many Associations have restrictions on the number of individuals occupying the unit. Please check the Association by-laws to ensure that you will be in compliance.

_____	_____	_____	_____
Name	Age	Name	Age
_____	_____	_____	_____
Name	Age	Name	Age

Vehicle Information

Many Associations have restriction on different types and number of Vehicles, please review the Association's By-Laws to ensure that you will be in compliance, please be aware that any vehicles restricted by the By-Laws of the Association can be towed at the owner's expense.

_____	_____
Make / Model	License Number
_____	_____
Make / Model	License Number

**PET DISCLOSURE: Will a pet be at Villa Del Mar? Check :** Yes  No

If yes, please review the Villa Del Mar Pet Policy and complete the additional form.

Corporate record information and other matters related to the Association

Florida Statutes requires the Association to maintain a current roster of owners and occupant of the complex. The purpose of this section of the application is to update the corporate record of the Association.

Mailing address if different than property address for matters related to the Condominium:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Villa Del Mar Condominium Association, Inc.

## Approval Form

Telephone number of the property: \_\_\_\_\_

This number will not be given out, it will only be used in the event of an emergency of the board of Directors feel I necessary to contact you immediately.

Unit #: \_\_\_\_\_

In case of emergency, Please notify: \_\_\_\_\_

Please return this completed application to:

Villa Del Mar Condominium Association, Inc.  
C/O Ameritech Community Management  
6415 1<sup>st</sup> Ave. South  
St. Petersburg, FL 33707  
Attn: Corey Palmer

Office: (727) 726-8000 Ext 357

Fax: (727) 873-7307

Email: [CPalmer@ameritechmail.com](mailto:CPalmer@ameritechmail.com)

### Documents & Agreement

I/We have received and read the Condominium Rules and Regulations (Sale or Lease) and the Declaration of Condominiums, Articles of Incorporation and By-Laws (sales) and I/We agree to abide by same.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Co-Applicant

Association Use Only:

( ) Approved ( ) Disapproved

By: \_\_\_\_\_

Signature

Title

Date

VILLA DEL MAR CONDOMINIUM

1860 N. FORT HARRISON AVE

CLEARWATER, FL 33755

Re: Application Approval

Unit: # \_\_\_\_\_

Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

Dear \_\_\_\_\_

On behalf of the Board and the residents of Villa Del Mar I would like to welcome you to our community. It is a great place to live. At or before closing you should have received a copy of the condo rules and by-laws. Ours contain no surprises and are pretty standard for condo living, but like all they are lengthy and often are boring to read. The following is a list of the most asked about or violated rules (violated because residents are often not aware of them).

- 1. **PARKING:** All residents and anyone living with you must park your vehicle(s) in your garage. If you have a **1 vehicle garage**, you may park one vehicle in your garage and any additional vehicles **must** be parked off-site of the property. If you have a **2 vehicles garage**, you may park two vehicles in your garage and any additional vehicles **must** be parked off-site of the property. Any other vehicles that you or live-in residents may have must be parked off site. If you are unable to park your vehicle(s) in your garage for any reason, it / they must be parked off-site unless you receive written approval from the VDM Board. Please respect this rule as we do not want to be put in the awkward position of having to tow a resident.

Please initial the appropriate box for your unit.

I have a one car garage and understand and agree to comply with the parking rules;

I have a two car garage and understand and agree to comply with the parking rules.

We have 6 guest spots reserved exclusively for guests. We have 3 service spots that are reserved exclusively for service vehicles. The service parking spots are available to guest parking after 5 PM and before 8 AM Monday through Friday and all day on weekends. Vehicles must be removed before 8 AM Monday – Friday. All vehicles both guest and service must display a filled-out parking tag on their mirror with that information clearly visible from outside the vehicle. Continued violations of the parking policy may result in the vehicle being towed.

**VEHICLES**

Vehicle Make \_\_\_\_\_ Mode \_\_\_\_\_ Color \_\_\_\_\_ Year \_\_\_\_\_ State \_\_\_\_\_ Tag # \_\_\_\_\_

Vehicle Make \_\_\_\_\_ Mode \_\_\_\_\_ Color \_\_\_\_\_ Year \_\_\_\_\_ State \_\_\_\_\_ Tag # \_\_\_\_\_

If my vehicle is replaced I will update my current vehicle information

- 2. **ANIMALS:** Two normal household animals (dogs, cats, etc.) are permitted per unit not exceeding 25 lbs. This applies to your guests also. Animals must be on a leash anytime that they might be out of your home. At no time are any animals permitted in the pool area. (Fl. Law)

Type of Animal: \_\_\_\_\_ Breed: \_\_\_\_\_ Weight: \_\_\_\_\_

Type of Animal: \_\_\_\_\_ Breed: \_\_\_\_\_ Weight: \_\_\_\_\_

3. TRASH CHUTE HALL: This hall is a common element, usable by all residents and is a fire escape. NO items of any type may be stored in this hall as this is a Fire code violation. "Trash is collected on Thursday mornings. During this time, the dumpsters are not under the trash chutes. Please do not send trash down the trash chutes until Thursday afternoon when the dumpsters are again back under the trash chutes. Because we have limited dumpster space at Villa Del Mar, our dumpsters quite often fill up. In order to make sure that we have adequate dumpster space each week, please break down any large cardboard boxes and place them beside the dumpsters in the trash areas. Finally, contractors hired by unit owners are required to dispose of any construction waste using the contractor's resources and not the dumpsters and Villa Del Mar."
4. DRAPES & WINDOW TREATMENTS: Must be white or beige on the backside.
5. RENTALS/LEASES: Any rental or lease must be of a minimum 3 months and only 2 such rental or leases are permitted in any 12-month period. All rentals and leases must be on approved form and an application submitted and is approved by the BOD in advance.
6. MOVE IN / DELIVERY OF LARGE ITEMS: Please inform us of your planned move in date or delivery of large items such as furniture or appliances one week in advance so that we can put up protective padding in the elevator. There is a service charge of \$75 payable to the Management Company to have the elevator pads put in and removed. If you need a spot for a moving van or large delivery truck, please request that we reserve the 2 service spots on the north side of the drive for their use. You must be on site to direct the flow of the parking.

Any damage to the property common areas done when moving in or having items delivered / removed is your responsibility to pay for. This includes damage to the elevator, lobby, exterior and driveway.

7. KEYS: Please get them from the seller of your unit for the lobby doors and fire escape doors, as the Board has none for your unit. "Villa Del Mar maintains a set of front door keys for any unit that provides them to the association. Those keys are kept in a secure box and can be accessed by the Board of Directors in an emergency to gain access to a particular unit. Examples of such emergencies are water leakage or the need for the fire department to enter a unit during an alarm. If you would like to have your keys placed in this key box, please supply them to one of the Board members listed at the end of this letter. They also would be happy to explain the key box more fully if you desire. You are not required to submit a set of keys to the key box."
8. FRONT DOOR CALL BOX: If desired we can put your last name and number into the front door call box. To use this feature, your guest or service person can call you from the box, your phone will ring, and you then can determine who is downstairs. If you want them to come in, you press 9 on your phone and the lobby door will open. Please do not give out the lobby code as it compromises the security of all the residents in the building. Once in the lobby they can go into the elevator and you can call them up by pressing the call button in your unit lobby.

"The front door call box can only call to local numbers, numbers with a 727 area code. If you do not have a phone with a local area code, you can still use the front door call box by setting up a local phone number and forwarding calls from that new local number to any number of your choice, such as your existing cell phone. You can set up a new local phone number for free using, for instance, Google Voice."

9. CODES TO FRONT DOOR / ELEVATOR AND EXTERIOR STAIRWELL DOOR: Please do not give out the front door or elevator code to anyone as this jeopardizes the security of the building and the other Unit Owners. Make arrangements to let in your workers and visitors without giving out the door code! The elevator code used to access the lobby area outside your unit's front door is your personal code. If you wish to have it changed, please

arrange to have this done at your expense through the Management Company. Please do not prop open the exterior stairwell door for any reason. Use the Call Box or open the lobby door yourself for your contractors. Leaving these doors propped open jeopardizes the security of your tower and other unit owners.

**10. IMPROVEMENTS TO YOUR UNIT:** You must fill out an ARC form for any improvements for which you need to pull a permit. You also need an ARC form if you replace any flooring and you must put in soundproofing under the interior flooring and waterproofing under the balcony flooring. This must be specifically described on the ARC form.

**11. MANAGEMENT COMPANY:**

Ameri-Tech Property Management  
Corey Palmer, LCAM  
6415 1st Ave. South  
St. Petersburg, FL 33707  
cpalmer@ameritechmail.com  
727-726-8000 Ext 357

Please contact the management company with all property issues unless it is an emergency then contact one of the board members. The Board members are volunteers; therefore, the management company handles the day-to-day issues.

Pat Geller 727 432-1040

Nancy Allen 832-527-1209

Jerry Hoffman 417-861-0313

Welcome Home, VDM Board

Please acknowledge and sign a copy of this information sheet and return prior to approval by board.

\_\_\_\_\_ Applicant      Date \_\_\_\_\_

E-Mail: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

\_\_\_\_\_ Applicant      Date \_\_\_\_\_

E-Mail: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

**BACKGROUND INFORMATION FORM**    **DATE:** \_\_\_\_\_

I / We \_\_\_\_\_, prospective  
tenant(s) / buyer(s) for the property located at \_\_\_\_\_

Managed By: \_\_\_\_\_ Owned By: \_\_\_\_\_

Hereby allow TENANT CHECK and or the property owner / manager to inquire into my / our credit file, criminal, and rental history as well as any other personal record,  
to obtain information for use in processing of this application. I / We understand that on my / our credit file it will appear the TENANT CHECK has made an inquiry. I /  
We cannot claim any invasion of privacy or any other claim that may arise against TENANT CHECK now or in the future.

**PLEASE PRINT CLEARLY**

<b><u>INFORMATION</u></b>	<b><u>SPOUSE / ROOMMATE</u></b>
SINGLE _____ MARRIED _____	SINGLE _____ MARRIED _____
SOCIAL SECURITY #: _____	SOCIAL SECURITY #: _____
FULL NAME: _____	FULL NAME: _____
DATE OF BIRTH: _____	DATE OF BIRTH: _____
DRIVER LICENSE #: _____	DRIVER LICENSE #: _____
CURRENT ADDRESS: _____ _____ HOW LONG? _____	CURRENT ADDRESS: _____ _____ HOW LONG? _____
LANDLORD & PHONE _____	LANDLORD & PHONE: _____
PREVIOUS ADDRESS _____ _____ HOW LONG? _____	PREVIOUS ADDRESS _____ _____ HOW LONG? _____
EMPLOYER: _____	EMPLOYER: _____
OCCUPATION: _____	OCCUPATION: _____
GROSS MONTHLY INCOME: _____	GROSS MONTHLY INCOME: _____
LENGTH OF EMPLOYEMENT: _____	LENGTH OF EMPLOYMENT: _____
WORK PHONE NUMBER: _____	WORK PHONE NUMBER: _____
HAVE YOU EVER BEEN ARRESTED? (CIRCLE ONE)        YES        NO	HAVE YOU EVER BEEN ARRESTED: (CIRCLE ONE)        YES        NO
HAVE YOU EVER BEEN EVICTED? (CIRCLE ONE)        YES        NO	HAVE YOU EVER BEEN EVICTED? (CIRCLE ONE)        YES        NO
SIGNATURE: _____	SIGNATURE: _____
PHONE NUMBER: _____	PHONE NUMBER: _____