

CENTURY PARK CONDOMINIUM No. 2 ASSOCIATION, INC.

C/o GABLES PROFESSIONAL MANAGEMENT CO.
3934 SW 8th Street • Suite 303 • Coral Gables, FL 33134
Ph (305) 441-0904 • Fax (305) 441-7982

LEASE/OCCUPANCY APPLICATION

Date: _____

Name of Applicant(s) individual(s) who will sign contract

Address of the Property in Century Park 2.

PLEASE READ CAREFULLY

Gables Professional is the Management Company for the "Association" where you are applying for residency. All information with regards to sales, transfers and leases of a unit is processed once the completed application and all necessary documentation is received. **The outcome of the screening is reported to the Board of Directors of the Association who will conduct interviews and is solely responsible for the final approval or denial. THIS IS TO INFORM YOU OF THE PROCEDURE FOR PROCESSING APPLICATIONS FOR LEASE SO THAT YOU CAN PLAN ACCORDINGLY.** We strive to provide accurate and timely screening information to your association, and your cooperation in submitting complete information is imperative to the timeliness of this process. Applications cannot be "Rushed" due to the necessary steps required to process each application.

TENANT OCCUPANCY IS LIMITED TO THOSE NAMES THAT APPEAR ON THE APPLICATION OCCUPANCY PRIOR TO FINAL APPROVAL IS PROHIBITED INCOMPLETE APPLICATIONS ARE NOT ACCEPTABLE

- a. **Money Order only payable to: GABLES PROFESSIONAL MANAGEMENT CO (GPM) in the amount of: \$ 100.00**
(Application, Screening & Processing fee), **Additional \$ 100.00** fee per applicant over 18 years old who is not a member of a co-applicants immediate family (Spouse & Children). (No personal checks are accepted), **NON - REFUNDABLE** _____
- b. **MOVING from one unit to another unit in the same Community (Century Park 2) will be charged \$ 75.00. Payable to: GABLES PROFESSIONAL MANAGEMENT CO.**
- c. **A SECURITY DEPOSIT FOR \$ 700.00 for the Common Areas, Payable to: Century Park Condominium No. 2, said monies will be deposited in a separate nonbearing escrow account and will be returned to the Lessee at the end of the Term on the Lease Agreement provided, if that Lessee has not caused any damage to the common areas. If Lessee is responsible for any damage to the common areas, the cost of any repairs will be deducted from the Security Deposit.**
- d. Completed Lease Application. (5 pgs.) And Association's R&R and / or Addendums.
- e. Copy of Driver's License or other valid photo Id / **Foreigners** (Passport with visa) – **for anyone 18+ years.**
(Please provide each photo ID on a different sheet of paper) **CLEAR PICTURES ARE REQUIRED.**
- f. Copy of Vehicle Registration for each vehicle, up to the limit allowed in the Community's Rules & Regulations.
- g. Employment Letter and copies of the latest stub Payments **OR** in the event that the person is Self Employed or owns a Business; please provide proper Documentation of Business. / **Foreigners** must bring of a Legal Documents of your country.
- h. Current Reference Letter from previous Landlord or explanatory letter from applicant.
- i. Three (3) Letters of Recommendation from **Non-family members** living in United States listed on **pg. 4** of this application.
- j. Copy of Lease Agreement.
- k. Sign all Rules and Regulation & Addendum attached to this application.
- l. If any of these requirements is NOT APPLICABLE, please write N/A on the space and make an explanation letter to the BOD.

APPLICATION PROCESS WILL NOT BE COMPLETED UNTIL ALL ASSESSMENTS ARE CURRENT

I agree with the above _____
Applicant Co-Applciant

PLEASE ALLOW 20 BUSINESS DAYS TO PROCESS YOUR APPLICATION. _____ (Initials)

OFFICE USE ONLY

RECEIVED BY _____ ON _____ DEADLINE: _____

LEASE APPLICATION

Date: _____ **LEASE TERM:** From _____ to: _____

Owner's Name: _____ Unit Number: _____

Owner's Home Address (NOT of unit to be leased): _____

City: _____ State: _____ Zip Code: _____

Owner's Phone #: _____ Owner's Office Phone #: _____

LESSEE(S) INFORMATION

NAME(s) of Proposed Lessee(s), as will appear on the Lease - same as applicant(s):

1. _____ 2. _____

Total No. of Persons to occupy unit: _____

NAME, AGE & RELATIONSHIP of ALL proposed occupants of the unit:

NAME	DATE OF BIRTH	RELATIONSHIP (Spouse, Children or Parents)
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

1. I hereby agree for myself and on behalf of all persons who may use the unit that I seek to Lease:
 - a. I will abide by all the restrictions contained in the By-Laws, Rules and Regulations, Association Documents and restrictions which are, or may in the future, be imposed by the Board of Directors, hereinafter referred to as "the Association".
 - b. I understand that sub-leasing or occupancy of this unit in my absence is not permitted.
 - c. I understand that I will be present when guests, visitors, relatives or children who are not permanent residents occupy the unit.
 - d. I understand that any violation of these terms, provisions, conditions and covenants of the Association's documents provide cause for immediate action as therein provided or termination of the leasehold upon appropriate circumstances.
2. I understand that the acceptance of Lease of a unit at the Association is conditioned upon the truth and accuracy of this application and upon approval of the Board of Directors. **OCCUPANCY PRIOR TO APPROVAL IS PROHIBITED.**
3. I understand that the Board of Directors of the Association may cause an investigation of my background to be initiated as the Board may deem necessary. Accordingly, I specifically authorize the Board of Directors or Gables Professional Management, Co., as Agent, to make such an investigation, and agree that the information contained in this and application may be used in such investigation. The Board of Directors and Officers of the Association or Gables Professional Management, as Agent, shall be held harmless from any action or claim by me in connection with the use of the information contained herein or any investigation conducted by the Board.

In making the foregoing application, I am aware that the decision of the Board of Directors will be final and that no reason will be given for any action taken by the Board, and I further I agree to be governed by the determination of the Board.

Signature of Applicant

Signature of Co- Applicant

APPLICANT(S) INFORMATION

Applicant Name: _____
As will appear on Contract (Last) (First) (Middle)

Social Security No. _____ Date of Birth _____
(Applicant) (Applicant)

Co-Applicant Name: _____
As will appear on Contract (Last) (First) (Middle)

Social Security No. _____ Date of Birth _____
(Co-Applicant) (Co-Applicant)

If Co-Applicant is NOT Spouse, specify relationship: _____

Present Address (NOT the unit to be Leased): _____
(Street)

(City) (State) (Zip Code) (Home Phone)

Present (or Previous) Landlord/Mortgage Company (NOT for the unit to be leased):

Name: _____ Phone No: _____

In Case of Emergency, notify: _____ Phone No: _____

Vehicle 1, make, yr. and color: _____ Tag No: _____

Vehicle 2, make, yr. and color: _____ Tag No: _____

Vehicle 3, make, yr. and color: _____ Tag No: _____

EMPLOYMENT INFORMATION:

(Applicant's Employer) (Employer's Address)

(Position) (Date Employed) (Employer's Phone No) (Verifiable Salary per Year)

(Supervisor Name)

(Co-Applicant's Employer) (Employer's Address)

(Position) (Date Employed) (Employer's Phone No) (Verifiable Salary per Year)

(Supervisor Name)

NAME, ADDRESS & PHONE NO. OF RELATIVE NOT LIVING WITH YOU: _____

HAVE YOU OR ANY PROPOSED OCCUPANT IN THIS APPLICATION EVER BEEN CONVICTED? _____ YES _____ NO

IF YES, PLEASE EXPLAIN: _____

BANK REFERENCE: _____
(Bank Name) (Location)

(Type of Acct, checking, savings, other) (Account No.) (Phone No.) (Date Opened)

PET (Please provide proof of vaccination and picture of your dog)

Name: _____ Description: _____
(Breed, Color, Weight)

CHARACTER REFERENCES (OTHER THAN RELATIVES) – 3 Reference Letters Required

1. _____
(Name) (Home Phone No) (Work Phone No)
2. _____
(Name) (Home Phone No) (Work Phone No)
3. _____
(Name) (Home Phone No) (Work Phone No)

Authorization is hereby granted to **Century Park 2 Condominium Association, Inc.** the Association, and Gables Professional Management Co., as Agent, to investigate all information supplied on this application. A full disclosure of pertinent facts and findings may be made to the Association or Gables Professional Management Co. as Agent, who are also authorized to obtain a credit rating through a credit reporting agency.

Signature of Applicant

Signature of Co- Applicant

Date

Date

AUTHORIZATION FOR RELEASE OF BANKING, RESIDENCE, EMPLOYMENT, CREDIT, AND POLICE INFORMATION

I/We _____ hereby authorize the release of information to the Credit Reporting Agency and their Attorneys or Representatives, to **Gables Professional Management Co.**, as Agent **concerning my Banking, Credit, Residence, Employment and Police Records** in reference to the application for housing with **Century Park 2 Condominium Association, Inc.**

I/We _____ understand that this information is to be used as part of an investigative consumer report/and or credit report. Furthermore, I/We hereby waive any privileges I/We may have with respect to the disclosure of said information to the aforementioned parties.

I/We are also authorizing the Management Company to furnish the Landlord with a Copy of the Credit and Police Reports.

(In compliance with the FAIR CREDIT REPORTING ACT, this notice is to inform you that the processing of this application includes but is not limited to making inquiries deemed necessary to verify the accuracy of the information herein, including procuring consumer reports from consumer reporting agencies, obtaining credit information from other credit institutions and criminal background checks from appropriate law enforcement agencies. You have the right to make a written request within a reasonable period of time to receive additional information about the nature of this investigation. The undersigned agrees that this application will remain the property of the apartment complex, landlord, Association or realtor regardless of whether application is approved or not.)

Signature of Applicant	Print Name	Date
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Signature of Co- Applicant	Print Name	Date
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Other Proposed Adult (18+ years) Residents:

Signature	Print Name	Date
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Signature	Print Name	Date
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Signature	Print Name	Date
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Signature	Print Name	Date
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DISCLOSURE

CENTURY PARK Condominium No. 2 Association is governed by Association Documents comprising of Declaration of Condominium, Articles of Incorporation, Bylaws, and Rules & Regulation including Parking Policy. The Rules & Regulation may be amended by the Board of Directors from time to time to meet Community needs. The Rules and Regulations including Parking Policy will be strictly enforced.

All Community residents must adhere to the entire Declaration of Condominium and the following additional restrictions:

1- Each unit is entitle to two(2) parking decals which must be affix to the vehicle as per instructions from the association office personnel located at the Community Club House.

2- Residents vehicles with proper decal should be park at the unit assigned parking space and the 2nd vehicle at the space designated reserved throughout the community. Unauthorized Vehicles Park on designated and reserve parking space will be towed away without warning at owner's expense.

3- CENTURY PARK II is not a rental Community. Therefore, we urge all residents to become familiar with the Association Documents and adhere to all the restrictions listed in those Documents.

4- It is the Board of Directors duty to enforce the Declaration of Condominium, Rules and Regulation and policies.

Initials _____

5- The Association may Levy reasonable fines against a unit for the failure of the owner of the unit, or its occupant or invitee to comply with any provision of the Declaration, Bylaws or Rules of the Association.

The undersigned acknowledge receipt of this notice and will adhere to its contents.

Signature:

Signature:

Print: _____
Seller / Lessor

Print: _____
Purchaser / Lessee

Signature:

Signature:

Print: _____
Seller / Lessor

Print: _____
Purchaser / Lessee

Date: _____

Date: _____

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ACKOWLEDEGEMENT OF RECEIPT OR RULES AND REGULATIONS

I'm _____ here confirm that I have received and will read the copy of the Rules & Regulations governing the use, responsibilities, safety, security, trash, architectural control, parking registrations rules, pets, sales or lease, and burglar alarms of Condominium Association. This unit cannot be subleased or sublet partial or total.

I understand that failure to comply with these Rules & Regulations and governing documents will result in fines, as prescribe by the law.

Date: _____

Address: _____

Signature

Signature

For Move-in, Delivery Schedule and Parking Call the Club House to

(305) 220-1715.

at 8950 West Flagler St. Miami, FL 33174

ADDENDUM TO LEASE AND
ASSIGNMENT OF LEASES, RENTS AND PROFITS

This Addendum is made (insert date) and is incorporated into and deemed to amend and supplement the Lease of the same date between:

_____, “Tenant” and
_____, “Unit Owner”,
for the Rental of the following Unit:

WITNESSED:

WHEREAS, Unit Owner and Tenant enter into a Lease for the rental of the above unit located within the community known as CENTURY PARK II CONDOMINIUM ASSOCIATION, INC.

WHEREAS, CENTURY PARK II CONDOMINIUM ASSOCIATION, INC. requires Tenant and Unit Owner to execute this Addendum to Lease and Assignment of Leases, Rents and Profits in order to secure payment of the assessments and obligations of the Unit Owner to the Association.

In accordance with Florida Statutes §718.116(11)(a) and in consideration of CENTURY PARK II CONDOMINIUM ASSOCIATION, INC. to approve said lease, all parties agree to the following:

___ a. Unit Owner is delinquent in paying any monetary obligation due to the Association

Immediately commence making all monthly rental payments directly to CENTURY PARK II CONDOMINIUM ASSOCIATION, INC. by check payable to MATTHEW ESTEVEZ, P.A., 777 Brickell Avenue, Suite 1114, Miami, FL 33131. These payments shall commence with the first payment for the first month of rent due under the lease and is due simultaneously herewith. Tenant shall continue to make rental payments to the Association until all monetary obligations of the unit owner 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.

___ b. Unit Owner is current on its assessment obligation

If the unit owner becomes delinquent in paying any monetary obligations due to the association, the association may make a written demand that the tenant pay to the association the subsequent rental payments and continue to make such payments directly to CENTURY PARK II CONDOMINIUM ASSOCIATION, INC. by check payable to MATTHEW ESTEVEZ, P.A., 777 Brickell Avenue, Suite 1114, Miami, FL 33131, until all monetary obligations of the unit owner 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.

1. Upon default by unit owner of any monetary obligations due to the association, Unit Owner hereby assigns to CENTURY PARK II CONDOMINIUM ASSOCIATION, INC., all the rents, revenues, issues and profits arising from the property and all leases affecting the property.

2. In accordance with CENTURY PARK II CONDOMINIUM ASSOCIATION, INC.'s Declaration of Condominium §11.4, said lease shall provide that the acceptance thereof by the grantee shall constitute an assumption of the provisions of this Declaration, the By-Laws and the Rules and Regulations. Every such lease shall provide: (1) that such Unit may not be sublet without the Association's prior written approval; (2) that the lessee shall comply with and abide by all of the provisions of this Declaration, the By-Laws and the Rules and Regulations; (3) that the lease may not be modified, amended, extended or assigned, without the Association's prior written consent; and (4) that the Association shall have power to terminate such lease or to bring summary proceedings to evict the tenant in the name of the landlord thereunder, in the event of default by the tenant in the performance of such lease. Should any lease not comply with such covenants, then the Association shall have the right to cancel and terminate such lease, all without any obligation to the Unit Owner, and in such respect, the Association shall be regarded as the Unit Owner's agent, fully authorized to take such steps as may be necessary to effect the cancellation and termination of such lease.

3. This Assignment shall not operate to place responsibility for the control, care, management or repair of the Property upon CENTURY PARK II CONDOMINIUM ASSOCIATION, INC. nor for the carrying out of the terms and conditions of any leases; nor shall it operate to make CENTURY PARK II CONDOMINIUM ASSOCIATION, INC. responsible or liable for any waste committed on the Property by the Tenants or any other party, or for any negligence in the management, upkeep, repair or control of the Property resulting in loss, injury or death to any tenant, licensee, invitee, employee or stranger.

4. This Agreement shall be binding upon and shall inure to the benefit of the heirs, personal representatives, successors and assigns of Unit Owner.

5. Unit Owner does hereby empower CENTURY PARK II CONDOMINIUM ASSOCIATION, INC., its agents or attorneys to collect, settle, compromise and sue for all of the rents that may become due under any of the leases and avail itself of and pursue all remedies for the enforcement of said leases and Unit Owner's rights in and under said leases as Unit Owner might have pursued but for this Assignment.

6. Unit Owner warrants that signed duplicates of all existing leases have been delivered to CENTURY PARK II CONDOMINIUM ASSOCIATION, INC. upon the execution thereof, and said duplicates as delivered to CENTURY PARK II CONDOMINIUM ASSOCIATION, INC. shall be true and correct duplicates; that Unit Owner has not heretofore assigned or pledged the same or any interest therein; that no rent has been paid by the Tenant for more than one (1) month in advance; and that the payment of none of the rents to accrue under said leases has been or will be waived, released, reduced, discounted or otherwise discharged or compromised by Unit Owner directly or indirectly.

7. If the leases provide for the abatement of rent during repair of the Property by reason of fire or other casualty, Unit Owner shall furnish rental insurance to CENTURY PARK II CONDOMINIUM ASSOCIATION, INC. the policies to be in amount and form and written by such insurance companies as shall be satisfactory to CENTURY PARK II CONDOMINIUM ASSOCIATION, INC.

8. Unit Owner shall perform all of Unit Owner's covenants and agreements as lessor under said leases and shall not suffer or permit to occur any release of liability of the lessees, shall not grant any rights to the lessees to withhold payment of rent, shall give prompt notice to CENTURY PARK II CONDOMINIUM ASSOCIATION, INC. of any notice of default on the part of Unit Owner with respect to said leases received from the lessees thereunder and shall furnish CENTURY PARK II CONDOMINIUM ASSOCIATION, INC. with complete copies of said notices,

IN WITNESS WHEREOF, Unit Owner has executed this Assignment the date set forth above.
WITNESSES:

Unit Owners,

Print Name: _____

By: _____
By: _____

Print Name: _____

By: _____

Tenants,

By: _____
By: _____

STATE OF FLORIDA
COUNTY OF MIAMI-DADE

On this ____ day of _____, 20__, personally appeared before me, _____ and _____, Tenants, and _____ and _____, Unit Owners, and acknowledged to have executed the foregoing Assignment for the purpose there in expressed,

My Commission Expires:

Notary Public
Print Name: _____