

Ambassador

Community Management, Inc.

7100 West Commercial Blvd. ~ Suite 107 ~ Lauderhill, FL 33319

Phone: 954-741-8811 Fax: 954-741-8051

www.ambassadormanagement.com

Since 1992

BAY TREE PATIO HOMES CONDOMINIUM ASSOCIATION

LEASE PACKAGE

The attached application forms MUST be completed in full by each adult applicant. (other than Husband/Wife or Parent/Dependant child which is considered one application) and returned to Ambassador Community Management along with a \$100. Check or money order for each application made payable to **BAY TREE PATIO HOMES**. This application fee is non-refundable. In addition, the following items are required to accompany the application forms and fee.

1. Signed copy of the Lease Agreement, along with photo ID for each adult occupant.
- 1.a- Signed copy of the enclosed Lease Addendum.
2. Copy of a current Credit Report
3. Letter from employer verifying employment
4. Copy of recent pay stub.
5. Three (3) personal letters of reference (not from relatives) to include phone numbers.
6. Signed verification that applicant(s) received the Rules & Regulations for Bay Tree and will abide by them.
7. Signed pet Owner Agreement. This form must be signed and returned even if you do not own a pet at this time.
8. Completed Pet Registration Form, If applicable.
9. Signed Notice to the Association to Lease Dwelling Unit, signed by both the unit owner and applicant.

This Lease packet is considered incomplete and will not be accepted until all information has been received. The Association is allowed thirty (30) days to process and approve all applications.

Upon receipt and verification of all materials submitted, a personal interview with the Board of Directors will be scheduled. The applicant(s) will be notified of the date, time and place of the personal interview.

OCCUPANCY PRIOR TO BOARD APPROVAL IS PROHIBITED!

IMPORTANT NOTE: Complete all questions and fill in all blanks. If any question is not answered/left blank, or answered falsely, this application may be returned, not processed, and/or not approved. Missing information will cause delays. Once submitted, order can not be cancelled or refunded.

PLEASE USE BLACK INK

*** THIS APPLICATION IS FOR A SINGLE PERSON OR A MARRIED COUPLE ONLY! ***

APPLICATION FOR OCCUPANCY

Association Name: Bay Tree Patio Homes

NOTE: All information supplied is subject to verification. All telephone numbers must be able to be reached between 9-5 P.M. Date _____

Purchase Lease Occupant Apt.# _____ Bldg.# _____ Address applied for: _____

Full Name _____ Date of Birth _____ Social Security # _____

Single Married Separated Divorced How Long? _____ Other legal or maiden name _____

Have you ever been convicted of a crime? _____ Date (s) _____ County/State Convicted in _____

Charge (s) _____

Spouse _____ Date of Birth _____ Social Security # _____

Maiden Name _____ Have you ever been convicted of a crime? _____ Date (s) _____

County/State Convicted in _____ Charge (s) _____

No. of people who will occupy unit – Adults (over age 18) _____ Description of Pets _____

Names and ages of others who will occupy unit _____

Applicants Cell Number(s) _____ Applicants Email Address _____

In case of emergency notify _____ Address _____ Phone _____

PART I – RESIDENCE HISTORY

A. Present address _____ Phone _____

(Include unit/apt number, city, state and zip code)

Apt. or Condo Name _____ Phone _____ Dates of Residency: From _____ to _____

Own Home Parent/Family Member Rented Home Rented Apt Other _____ Rent/Mtg Amount _____

Name of Landlord _____ Address _____ Phone _____

Mortgage Holder _____ Mortgage No. _____ Phone _____

B. Previous address _____

(Include unit/apt number, city, state and zip code)

Apt. or Condo Name _____ Phone _____ Dates of Residency: From _____ to _____

Own Home Parent/Family Member Rented Home Rented Apt Other _____ Rent/Mtg Amount _____

Name of Landlord _____ Address _____ Phone _____

Mortgage Holder _____ Mortgage No. _____ Phone _____

C. Previous address _____

(Include unit/apt number, city, state and zip code)

Apt. or Condo Name _____ Phone _____ Dates of Residency: From _____ to _____

Own Home Parent/Family Member Rented Home Rented Apt Other _____ Rent/Mtg Amount _____

Name of Landlord _____ Address _____ Phone _____

Mortgage Holder _____ Mortgage No. _____ Phone _____

PART II – EMPLOYMENT REFERENCES

Include a recent copy of an earnings statement to expedite processing

A. Employed by _____ Phone _____
Dates of Employment: From: _____ To: _____ Position _____ Fax _____
Monthly Gross Income _____ Address _____

B. Spouse Employed by _____ Phone _____
Dates of Employment: From: _____ To: _____ Position _____ Fax _____
Monthly Gross Income _____ Address _____

PART III – BANK REFERENCES

Include a recent copy of a bank statement to expedite processing

A. Bank Name _____ Checking Acct. # _____ Phone _____
Address _____ Fax _____

B. Bank Name _____ Savings Acct. # _____ Phone _____
Address _____ Fax _____

PART IV – CHARACTER REFERENCES (No Family Members)

Please notify Character References that we will be contacting them to obtain a reference

1. Name _____ Home Phone _____
Address _____ Business Phone _____
Email Address _____ Cellular Phone _____

2. Name _____ Home Phone _____
Address _____ Business Phone _____
Email Address _____ Cellular Phone _____

3. Name _____ Home Phone _____
Address _____ Business Phone _____
Email Address _____ Cellular Phone _____

4. Name _____ Home Phone _____
Address _____ Business Phone _____
Email Address _____ Cellular Phone _____

Driver's License Number (Primary Applicant) _____ State Issued _____

Driver's License Number (Secondary Applicant) _____ State Issued _____

Make _____ Type _____ Year _____ License Plate No. _____

Make _____ Type _____ Year _____ License Plate No. _____

If this application is not legible or is not completely and accurately filled out, Associated Credit (and the Association) will not be liable or responsible for any inaccurate information in the investigation and related report (to the Association) caused by such omissions or illegibility.

By signing the applicant recognizes that the Association and Associated Credit will investigate the information supplied by the applicant, and a full disclosure of pertinent facts will be made to the Association. The investigation may be made of the applicant's character, general reputation, personal characteristics, credit standing, police arrest record and mode of living as applicable. This form is for the exclusive use of Associated Credit Reporting, Inc.

Applicant's Signature _____ Date _____ Spouse's Signature _____ Date _____

ASSOCIATED CREDIT REPORTING, INC.

Established 1985

8795 West McNab Road, First Floor, Tamarac, Florida 33321

www.associatedcreditreporting.com

*****AUTHORIZATION FORM*****

I/We hereby authorize **Associated Credit Reporting, Inc.** to obtain data to verify any and all information they request with regards to my/our Application for Occupancy, specifically the verification of my bank account(s), credit history, residential history, criminal record history, employment verification and character references.

I/We hereby waive any privileges I/we may have with respect to the said information in reference to its release to the aforesaid party. Information obtained for this report is to be released to the authorized party designated on the Application for Occupancy, for their exclusive use only. PLEASE INCLUDE COPY OF DRIVER'S LICENSE TO CONFIRM IDENTITY. If you do not have a driver's license, please include a copy of your Passport or current government issued identification card.

I/We acknowledge our rights as stated in the Fair Credit Report Act that I/we are entitled to a copy of the report upon proper written request and can dispute any inaccurate information for re-verification. I/We understand that Associated Credit Reporting, Inc. is not directly involved in the approval or denial of any applicant. The information received by Associated Credit Reporting, Inc. shall be held in strict confidence, protected as governed under the Fair Credit Reporting Act, and will never be released to any third party other than the designated recipient. I/We further understand that this is a non-refundable process.

By signing below, I/We further state the Application for Occupancy and Authorization Form were signed by me/us and was not originated with fraudulent intent by me/us or any other person and that the signature(s) below are my/our own proper legal signature. I/We certify (or declare) under penalty of perjury that I/We agree to the foregoing and; that all answers and information contained on the Application for Occupancy are true and correct and will hold Associated Credit Reporting, Inc. harmless from the result of the investigation.

(Applicant's Signature)

(Spouse's Signature)

(Applicant's Name Printed)

(Spouse's Name Printed)

(Date Signed)

(Date Signed)

BAY TREE PATIO HOMES CONDOMINIUM ASSOCIATION

PET OWNER AGREEMENT

This document will serve as an agreement between Bay Tree Patio Homes, herein after referred to as Bay Tree, and _____ (Applicant), herein after referred to as Applicant.

Said Applicant herein states that applicant and his family members have read and understand all of the Rules and Regulations governing the care and handling of pets on the common grounds of Bay Tree and by signing this document give notice to all members of Bay Tree that they will strictly abide by all of the Rules and Regulations pertaining to aforementioned care and handling of their pet or pets.

Should any infraction of any of the Rules and Regulations by applicant be brought to the attention of the Board of Directors of Bay Tree by any member of Bay Tree it will be just cause of revocation of the permission granted on the attached approved application and could result in applicant being asked to remove his pet from Bay Tree property and/or pay fines. Repeated non-compliance shall be grounds for the eviction of a previously approved tenant.

It is strictly understood by the applicant that the permission granted to keep a pet in applicant's unit is granted only with the full understanding of the foregoing conditions and that any infraction will be dealt with as outlined in this agreement. The Board shall have the sole authority to deem whether or not infractions have occurred and the applicant, by signing this agreement, agrees to abide by the decision of the Board as regards to any infraction that may occur henceforth.

Undersigned agrees to all of the above mentioned and acknowledges receipt of a copy of the Rules and Regulations given him/her on this _____ day of _____, _____.

APPLICANT: _____

ADDRESS: _____ (Property Address)
North Lauderdale, Florida 33068

BAY TREE PATIO HOMES CONDOMINIUM ASSOCIATION

PET REGISTRATION

YOUR NAME: _____

ADDRESS: _____

HOME PHONE NUMBER: _____ WORK PHONE NUMBER: _____

NUMBER OF PETS IN HOUSEHOLD: _____

PET #1

TYPE OF PET: _____ (dog, cat, other) PET'S NAME: _____

COLOR: _____ WEIGHT: _____ AGE: _____ SEX: _____

NEUTERED/SPAYED? Yes No (Please circle) LENGTH OF OWNERSHIP? _____

LICENSE NUMBER: _____ EXPIRATION DATE: _____

PET #2

TYPE OF PET: _____ (dog, cat, other) PET'S NAME: _____

COLOR: _____ WEIGHT: _____ AGE: _____ SEX: _____

NEUTERED/SPAYED? Yes No (Please circle) LENGTH OF OWNERSHIP? _____

LICENSE NUMBER: _____ EXPIRATION DATE: _____

NAME OF VETERINARIAN: _____

ADDRESS: _____ PHONE: _____

BAY TREE PATIO HOMES CONDOMINIUM ASSOCIATION

NOTICE TO ASSOCIATION TO LEASE DWELLING UNIT

(This Form Is To Be Completed By The Owner And The Lessee)

RE: UNIT # _____ OF BAY TREE PATIO HOMES CONDOMINIUM ASSOCIATION, INC.

TO WHOM IT MAY CONCERN:

In the event this notice is for a lease, the following applies:

A. I/We understand that when this notice is for the leasing of the subject dwelling unit that the lease shall not be effective unless and until certification of approval from Bay Tree Patio Homes Condominium Association, Inc. is obtained.

B. I/We agree the lessee shall comply with and abide by all of the restrictions pertaining to the use of the dwelling unit and common elements contained in the Declaration of Condominium, and with the Rules and Regulations established by the Association.

C. I/We agree that our proposed lessee will not park any vehicle in the common element or limited common property of Bay Tree Patio Homes unless that vehicle has a proper parking sticker on it. The parking sticker must be placed on the inside rear window, passenger side of each car being parked in the common element or limited common element.

D. I/We will be responsible for any violations by my/our tenant of the terms, provisions, conditions and covenants of Bay Tree Patio Homes Condominium Association, Inc. including attorney's fees, costs and expenses of Bay Tree Patio Homes Condominium Association, Inc. by my/our tenant and if my/our tenant fails to pay said costs then you may obtain judgement from the owner.

Please be advised that the name, address, telephone number and business occupation or employment of the person renting or making this offer are as follows:

RENTER'S NAME: _____

ADDRESS: _____

TELEPHONE NUMBERS: (HOME) _____ (BUSINESS) _____

EMPLOYER: _____

I/We shall have your form, application to lease dwelling unit, furnishing you with additional personal and financial information with respect to the lessee, completed and delivered to you along with a copy of the lease agreement and a check in the amount of \$100.00 payable to Bay Tree Patio Homes, at which time you are to take appropriate action in accordance with the Declaration of Condominium and applicable provisions of the other pertinent condominium declaration.

Yours truly,

WITNESS

CURRENT OWNER

WITNESS

CURRENT OWNER

CURRENT OWNER ADDRESS

DATE

Note: This form will not be accepted unless accompanied by the appropriate application form on the lessee, a copy of the lease agreement, and the \$100.00 application fee.

BAY TREE PATIO HOMES CONDOMINIUM ASSOCIATION, INC.

RECEIPT OF RULES AND REGULATIONS

The applicant noted below acknowledges that they have received a copy of the Rules and Regulations for Bay Tree Patio Homes Condominium Association, Inc. By signing below, applicant agrees to abide by all of the Rules and Regulations for the property, and certified that all family members and guest will also abide by the Rules.

Applicant

Date

Applicant

Date

Property Address

ADDENDUM TO LEASE AGREEMENT

This Agreement is entered into this _____ day of _____, 2009 by and between _____ Owner of Unit _____, at The Bay Tree Patio Homes Condominium, located _____, Ft Lauderdale, Florida 33308, (Lessor), _____ (Lessee) and The Bay Tree Patio Homes Condominium Association, Inc. ("Association"). Said Agreement shall not be modified without the express written consent of all parties.

WITNESSETH

WHEREAS, Lessor wishes to enter into a lease with the Lessee regarding Unit _____, of The Bay Tree Patio Homes Condominium;

WHEREAS, Lessee desires to accept such leasehold ("Lease");

WHEREAS, Association has the authority, right and entitlement to approve a Lease as provided under Article 11 of the Declaration of Condominium as recorded in Official Records Book 7799, at Page 870, *et seq.*, as amended, of the Public Records of Broward County, Florida;

WHEREAS, pursuant to Section 718.116(4), Florida Statutes, the Association may withhold approval of the Lease where there is an arrearage in the payment of maintenance assessments.

NOW THEREFORE, for TEN DOLLARS (\$10,00) and other good and valuable consideration, the receipt and sufficiency of which is acknowledged, the parties agree as follows:

Association shall conditionally approve of the proposed Lease of Unit _____, of The Bay Tree Patio Homes Condominium to Lessee, pursuant to the following conditions:

Once notified, in writing by the Association of maintenance assessments arrearage, the Lessor shall direct Lessee to furnish all rental payments due and owing under the Lease to the Association. Lessee shall issue all rental payment checks payable to "The Bay Tree Patio Homes Condominium Association, Inc." and deliver said checks to the following address: .

The Bay Tree Patio Homes Condominium Association, Inc. c/o
Ambassador Community Management, Inc.
Attn: Linda Joy, Managers
7100 W Commercial Boulevard, Suite 107
Lauderhill, FL 333.19

Lessor as Signs to the Association, such rental payment for the duration of the Lease and any renewal thereof such that all monies due and owing thereunder shall be paid by Lessee to the Association until such time as the outstanding monies due and owing to the Association are fully satisfied .payment to be in accordance with the requirements of the Declaration and applied as provided under 718.116(3), Florida Statutes. Upon receipt of funds sufficient to address and satisfy the arrearage, the Association shall direct Lessee to pay all rents to Lessor.

Lessee shall pay such rents to Association, as directed, until notified to the contrary. In the event that Lessor should become delinquent in the payment of any and all maintenance or special assessments to the Association, Association may, direct Lessee to pay such monies to the Association and Lessee acknowledges and agrees that Lessee shall so act.

Lessor specifically permits and does authorize Association to take any and all action t collect from Lessee and, upon failure of Lessee to provide said rents, to pursue an action to remove the Lessee, including through eviction. Any expense so incurred by Association in addressing Lessee shall be recoverable as a special assessment against Lessor, as provided under the Declaration,

Any action taken by Association shall not be construed as a waiver of Association's rights under the Declaration, the Association's Articles of Incorporation, By-Laws and Rules and Regulations

Executed this ___ day of _____, 2009

Lessor:

Printed Name

THE BAY TREE PATIO HOMES CONDOMINIUM ASSOCIATION, INC.

By:

ADDENDUM TO CONDOMINIUM DOCUMENTS
SOME RULES AND REGULATIONS OF BAY TREE PATIO HOMES
CONDOMINIUM ASSOCIATION

As of April 1, 1997, the rules stipulated in our original Condominium Documents, notably exhibit "G", were amended as follows:

1. Two pets (i.e. dogs or cats) will be permitted per unit. Dogs up to 60 pounds are acceptable, provided they are registered with the Board before actual unit purchase and/or leasing via the attached form, or are registered as pre-existing residents using the same form, sent to the attention of the Management Company. Current owners who are considering obtaining such pets are encouraged to call the Board prior to doing so.

- a. Pets kept in tanks or aquariums inside an owners' unit are not restricted provided they are not raised for commercial purposes, and do not pose a nuisance to other resident.
- b. All pets must be kept on a leash or carried when on any of the common or limited common areas of the Condominium. No pets whatsoever of any type shall be permitted to be on said areas other than as above provided. Violation of this Rule may result in the imposition of fines as provided by Florida Law and/or the removal of the animal involved from the premises.
- c. Pets shall be kept from excessive barking or other noisemaking which results in disturbance of another resident's right to peace. No housing of pets is permitted on patios, and no dog or cat may be left unattended on patio areas.
- d. It is the responsibility of the owner to immediately clean up and dispose of any pet waste deposited on the common grounds.
- e. Renters with dogs and/or cats must sign an agreement with Bay Tree and the unit owner mandating observance of these rules. Failure to comply will result in fines to the unit owner and tenant, possible removal of the offending pet, and repeated non-compliance may result in the tenant being required to vacate the rental unit.
- f. Transgressions of the above stated Rules will result in A MINIMUM FINE OF \$50.00 AND UP TO THE MAXIMUM TOTAL AMOUNT THEN PERMITTED BY LAW and/or removal of the said pet.

2. There is no parking of campers, trailers, RV's, boats, or similar objects on Bay Tree property. Commercial vehicles may be parked only during the course of a delivery or repair.
 - a. Any vehicle with external lettering or advertisement owned by a resident must be covered in such a way as to conceal said markings while parked on the common grounds.
 - b. There shall be no dismantling or overhauling of any motor vehicles on our premises.
 - c. There shall be no parking on the grass, side roads or any areas other than designated parking spots. Such vehicles may be towed at the Board's discretion and may also result in fines. Guest spots are not for residents, and unit owners having more than two vehicles must make suitable rental agreements with other residents, or park off premises.
3. There is to be no storage of any items on our lawns or other common elements.
4. There shall be no storage of flammables of any kind on common elements or limited common property.
5. Trash shall be disposed on inside dumpsters, in tied garbage bags. Cartons shall be flattened and large items or construction rubbish must be removed privately. NOTHING may be left next to the dumpsters, as it will not be picked up.
6. At all times when not in actual use, bicycles, motorcycles and all other personal property of unit owners or occupants shall be kept inside of the owner's unit or patio area.
7. Residential unit occupancy is restricted to the number of sleeping quarters provided by said unit. As all units contain two bedrooms, each unit is limited to four (4) adults or two (2) adults and children. This does not apply to guests who occupy the unit for a period of less than 30 days.
8. Nothing shall be placed on roofs, including radio antennas, satellite dishes, other than standard cable connections or related items without the express written permission by the Condominium Association and in accordance with our guidelines and City Ordinances.
9. Plantings, lawn ornaments, lawn furniture or similar items located or placed in whole or in part, or proposed to be so located or placed outside of an owner's unit or on common elements or limited common elements shall not be allowed or maintained except upon the obtaining of prior written approval from the Board of Directors of the Association.
10. There shall be no change or alteration to any exterior surface of any condominium unit or limited common property element without the prior, written approval of the Board of Directors of this Association.

11. No signs, displays or similar objects (other than the American flag) may be erected or maintained on a unit, the common elements or limited common elements except "for sale" or "for rent" signs and then only on the conditions hereinafter set forth:

- a. One (1) sign per unit not over sixteen (16) inches square containing only the words "For Sale" or "For Rent", the owner's or brokers name and the telephone number or the words "Inquire Within".
- b. No other words or pictures shall be allowed, including but not limited to, price or terms of sale.

12. An owner and his family and occupants of units shall not do or keep and shall not allow anything to be done or kept in the unit or within the limited common elements appurtenant to the unit that will increase the insurance rates on the unit, or any other unit, the common elements, the limited common elements, or which will obstruct or interfere with the rights of other unit owners or occupants or the Association or annoy other unit owners or occupants by unreasonable noises, odors or otherwise; nor shall any owner or his family or occupants of any unit commit or permit any nuisance, immoral or illegal act within any area of the condominium or condominium property.

13. The speed limit on common element streets and parking areas is 10 M.P.H.

14. Children shall not play in streets or parking areas and, in addition, shall confine playing to areas designated for playing by the Board of Directors of the Association.

15. Swimming Pool Rules will be posted within the pool area and shall become a part of these House Rules.

16. Any breach of these Rules now in effect or as hereafter amended shall entitle the Association to all of the remedies and relief permissible under Florida Law.

APPLICANT SHALL KEEP THESE RULES FOR THEIR RECORDS, AND SHALL SIGN THE ATTACHED FORM ACKNOWLEDGING RECEIPT OF THESE RULES AND RETURN THE SIGNED ACKNOWLEDGMENT ALONG WITH THE APPLICATION FORM.