



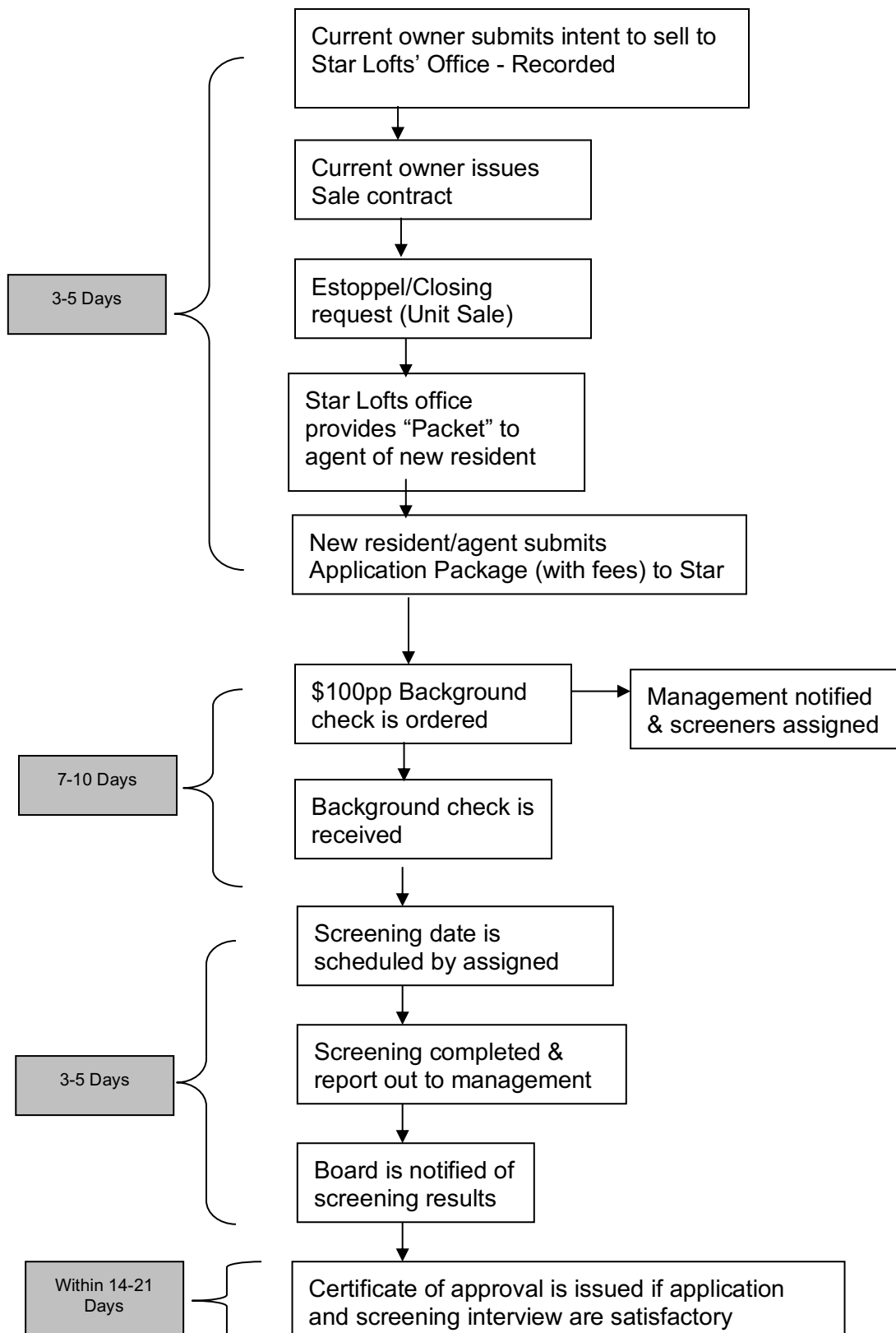
LEASE & RESALE PACKET

STAR Lofts on the Bay Condominium Association, Inc.



STAR LOFTS ON THE BAY CONDOMINIUM

New Resident Process



LEASE/ RESALE PACKET

Agreement Checklist

- ✓ **\$100 Non-refundable Administration Fee** with Application
- ✓ Star Lofts Authorization for Background screening consent form completed and signed by prospect(s).
- ✓ Application for background check along with a copy of a valid state identification card or passport and applicable screening fees
 - ❖ **\$100 per applicant local background check**
 - ❖ **\$170 for out-of-state background check**
 - ❖ **\$300 for out-of-country applicant**
- ✓ Realtor Policy.
- ✓ New Resident Process Section of the Declaration of Star Lofts on the Bay: Sales and Leases
- ✓ Move In/ Move-Out Fee and Delivery Procedures form.
 - ❖ **\$250 Refundable Deposit Move In/ Move-Out**
- ✓ Pet registration form needs to accompany an updated vaccination records, picture of pet, and tag information. Star Lofts on the Bay Association ONLY allows two pets per unit. (*Please see Pet Rules & Regulations for more information*).
 - ❖ **\$200 Pet Security Deposit**
- ✓ Vehicle, Parking, Transponder and FOB form
- ✓ Parcel Receipt Authorization form:
- ✓ Star Lofts on the Bay Rules and Regulations with Acknowledgement receipt
- ✓ Rules & Regulation for Common Areas
- ✓ Vehicle Registration Form
- ✓ Guest Authorization Form
- ✓ Orientation/Screening with Property Manager
 - ❖ **\$500 Tenant Security Deposit due upon Orientation**
- ✓ Certificate of Approval (issued upon approved application and/or interview)

LEASE/ RESALE

1. Please complete the attached application. Do not leave anything blank. All applications must have a copy of your intent to purchase or deed attached. The application will not be processed unless we have a copy of your intent.
2. Return this completed application to the Association Management office of Star Lofts on the Bay.
3. Once the Association receives your background report, we will then schedule a screening appointment for you with the Screening Committee and Property Manager. Please be sure you put a phone number where you can be reached on the application.
4. Required prior to the move-in, is a refundable \$250 move-in deposit fee (A \$250 deposit will also be required upon move-out).
5. Once you have been screened and approved, you may contact the Management Office at 786-837-8505 or Front Desk 786-422-0981 and schedule your move-in date.

It is the responsibility of the seller to turn over all condominium keys, including gate access cards, to the purchaser or tenant upon orientation.

NOTICE OF LEASE/ RESALE

Must be completed in entirety and accurately by Owner

Applicants Name: _____ **Unit #:** _____

Application: Resale

☐

Lease

☐

To: Board of Directors,

I/We agree to provide to the purchaser/lessee a copy of **STAR Lofts on the Bay CONDOMINIUM ASSOCIATION, INC.** Declaration, By-Laws, Articles of Incorporation and Rules & Regulations, prior to the occupancy of the unit by the purchaser or lessee. I/We will be bound by the By-Laws, Articles of Incorporation and the Rules & Regulation of the Association.

THE ASSOCIATION AND IT'S AGENT, IN THE EVENT IT CONSENTS TO A LEASE, IS HEREBY AUTHORIZED TO ACT AS OUR AGENT WITH FULL POWER AND AUTHORITY TO TAKE SUCH ACTION AS MAY REQUIRED, IF NECESSARY, TO COMPEL COMPLIANCE BY OUR LESSEE (S) AND/OR THEIR GUESTS, WITH PROVISION OF THE DECLARATION OF STAR Lofts on the Bay CONDOMINIUM ASSOCIATION, INC., IT'S SUPPORTIVE EXHIBITS, THE CONDOMINIUM ACT AND RULES & REGULATIONS OF THE ASSOCIATION, OR IN THE INSTANCE OF VIOLATION OF ANY OF THE ABOVE BY THE LESSEE(S) AND/OR THEIR GUEST, UNDER APPROPRIATE CIRCUMSTANCE, TO TERMINATE THE LEASEHOLD. IF THIS APPLICATION IS FOR A LEASE, THE LESSOR AGREES TO REIMBURSE THE ASSOCIATION FOR ANY ATTORNEY'S FEES AND COSTS INCURRED AS LESSOR'S AGENT IN SUCH ENFORCEMENT OR LEASE TERMINATION.

In order for you to facilitate consideration of my/our Application for the sale/lease of the above designated unit, I/We have caused the proposed purchaser/lessee to complete the attached Application by Proposed Purchaser of Lessee. I/We am/are aware that any falsification or misrepresentation of the facts in the attached application will result in the automatic rejection of the Application to Sell or Lease. I/We consent that you may have further inquiries concerning this application, particularly of the references given below.

I/We have attached hereto a Copy of the Purchase Contract/ Lease Agreement or other documents which truly and accurately sets forth the terms of the offer that I/We wish to accept.

I/We agree Owner/Lessee shall not move in unless pre-registered with the Association upon approval.

DATED THIS _____ DAY OF _____, 201_____

Applicant Signature:

Date:

Co-Applicant Signature:

Date:

Initials

UNIT LEASE/ RESALE APPLICATION

Applicant Information				
Name:				
Date of birth:		SSN:		Phone:
Current address:				
City:		State:		ZIP Code:
Own	Rent	(Please circle)	Monthly payment or rent:	How long?
Previous address:				
City:		State:		ZIP Code:
Owned	Rented	(Please circle)	Monthly payment or rent:	How long?
Employment Information				
Current employer:				
Employer address:				How long?
Phone:		E-mail:		Fax:
City:		State:		ZIP Code:
Position:		Hourly	Salary	(Please circle)
		Annual income:		
Emergency Contact				
Name of a person not residing with you:				
Address:				
City:		State:		ZIP Code: Phone:
Relationship:				
Co-Applclicant Information				
Name:				
Date of birth:		SSN:		Phone:
Current address:				
City:		State:		ZIP Code:
Own	Rent	(Please circle)	Monthly payment or rent:	How long?
Previous address:				
City:		State:		ZIP Code:
Owned	Rented	(Please circle)	Monthly payment or rent:	How long?
Co-Applclicant Employment Information				
Current employer:				
Employer address:				How long?
Phone:		E-mail:		Fax:
City:		State:		ZIP Code:
Position:		Hourly	Salary	(Please circle)
		Annual income:		
References				
Name:		Address:		Phone:
I authorize the verification of the information provided on this form as to my credit and employment. I have received a copy of this application.				
Signature:				Date:
Signature of co-applclicant:				Date:

_____/_____
Initials

REALTOR POLICY

Real Estate Agent Policies

1. Unit Owners must register all Listing Agents with the Associations Management Office.
2. The Unit Owners is responsible to provide a unit key to the agent. Management will not grant access to the unit.
3. Listing Agents must accompany all clients
4. Lock-boxes are not permitted on the property.
5. Open Houses MUST be scheduled with the Management Office. *(No Open House may be conduct on property without the approval of the Management office).*
6. Showing of the units allowed between the hours of
9:00a.m. – 5:00p.m. daily.
7. Showing are limited per parties of (no more than) three at a time (including agents).
8. FOBs are not provided to Realtor agents, Contractors, Guests or any person that is not an approved resident. *(FOB is limited to 3 per unit)*

STAR LOFTS ON THE BAY CONDOMINIUM ASSOCIATION, INC.
AUTHORIZATION TO RELEASE BACKGROUND CHECK INFORMATION

I hereby authorize, STAR LOFTS ON THE BAY CONDOMINIUM ASSOCIATION, INC. herein referred to as *Association* and/or its assigns to conduct a comprehensive review of my background through a consumer report and/or an investigative consumer report to be generated for occupancy. Said report may contain information about me from consumer reporting agencies including but not limited to indebtedness, mode of living, present and previous employers and/or employment contracts, driving record/license, validity of social security number, personal references, criminal records, credit history through a consumer credit report, and any information that I have disclosed on my applications and/or any attachments, exhibits.

I authorize the *Association* to contact others who may be able to provide information as to my background, character, and general reputation and authorize without reservation any party or agency contacted by the *Association* to furnish the above-mentioned information.

I hereby affirm that my answers to all questions on my application, this authorization form and/or any attachments, exhibits and/or resumes are true and correct and that I have not knowingly withheld any facts or circumstances that would, if disclosed affect my application.

This authorization and consent shall be valid in original, fax or photocopy form.

I authorize the ongoing procurement of the above-mentioned information/reports by the *Association* at any time during my occupancy with the *Association*.

The nature and scope of the consumer report and/or investigative consumer report along with the name, address and telephone number of the agency providing the report will be disclosed to you upon timely written request, and within 5 days of the request.

A copy of the consumer report and/or investigative consumer report, a copy of the Summary of Your Rights Under FCRA along with the name, address and telephone number of the agency furnishing the information will be provided before any adverse action is taken by the *Association* based on information contained in the report.

Upon proper identification and payment permissible by law, you have the right to request from the *Association* a copy of any information in its file on you at the time of your request.

By signing below, I acknowledge understanding of the purpose of this Authorization Form and its intended use.

Applicant Signature:

Date:

Co-Applicant Signature:

Date:

_____/_____
Initials

UNIT DELIVERY POLICY

Move In/Out, Deliveries, Bulk

These restrictions apply to the move-in or move out of any bulk items including, but not limited to furniture, boxes, electronics, and appliances. Ultimately, any object that you are not able to comfortably carry to your unit.

Future residents are to schedule their move/delivery with the Condominium Association Management Office by sending an email to starloftsonthebay@gmail.com. Please provide your name, contact information, unit and, if applicable, moving company details. Moves are scheduled on a first-come first-serve basis so please contact us with advance notice (at least 48 hours required). Your move/delivery is not scheduled until a confirmation receipt is required.

**Monday thru Friday
9:00am – 4:30pm**

**Weekends & Holidays are
excluded**

- When using a moving company; the moving company **MUST** provide license & proof of insurance. **STAR Lofts on the Bay Condominium, Inc., must be listed as an additional certificate holder.** This must be received prior to the day of the move. Please have these documents faxed to:

STAR Lofts on the Bay Condominium Association, Inc.

700 NE 25th Street
Miami, FL 33137
Fax: (786) 837-8512

- All deliveries must be scheduled. The front desk will not supervise the delivery or provide access to the unit. Management is not responsible for the conditions of package received on your behalf. No items may be left at the Front Desk, Lobby, or Common areas.
- The service entrance must be used only. No moves or deliveries are permitted through the Main Lobby Entrance. *All items are to be delivered directly (to & from) the unit/ truck.* No items shall be left unattended throughout the common areas.
- **Lessees Only:** \$500.00 deposit made payable to STAR Lofts on the Bay Condominium Association, Inc., at least two business days prior to your date. Security Deposits are refunded after move-outs and must be requested in writing. Please request via starloftsonthebay@gmail.com. Remember to include your name, contact information, unit number and forwarding address. Personal & business checks are accepted. * *Deposits may be garnished for common area damage and/or any violation associated with your move.*

I acknowledge receipt of the "Moving, Delivery & Bulk Items Policy" and I understand as unit owners/lessee(s) I am responsible for the expense of fines, damages, for repairs, and other related expenses (etc.) due to the negligence of my agent or employee. I hereby agree to comply with all above requirements and to cause my moving and delivery personnel to comply with these requirements as well.

Owner:

Unit#:

Lessees:

Co-Lessees:

_____/_____
Initials

PET REGISTRATION FORM

Applicant Information

Owner(s) _____

Co-Owner: _____

Unit #: _____ Telephone: _____

Pet Information

Pet #1

Name _____

Age _____

Weight _____ Gender _____ Male _____ Female _____

Pet License/Tag # _____

Breed, Description, Color (Please be specific)

Pet #2

Name _____

Age _____

Weight _____ Gender _____ Male _____ Female _____

Pet License/Tag # _____

Breed, Description, Color (Please be specific)

Pet owner agrees that they will be responsible for all damages caused by pet to the common area. Unit owner and tenant agree to hold the Association, its management company, and employees harmless and indemnify same in any liability and damages arising from housing of pets on property. Pets must be leashed when outside of the unit.

By signing below, I acknowledge/understand Star Lofts on the Bay Rules and Regulations Pet policy and will comply with the policy given.

Applicant Signature:

Date

Co-Applicant Signature

Date

**Please attach a copy of your pet's vaccination information with this form.*

COMPLETE 1 FORM PER PET and ATTACH the PET'S PICTURE

_____/_____
Initials

STAR LOFTS ON THE BAY ON THE BAY CONDOMINIUM ASSOCIATION, INC.
RULES AND REGULATIONS

It is the purpose of the association to maintain luxurious, but economically well-managed, condominium improvements and common elements, and it is believed that these rules will aid this purpose.

Your board of directors will welcome the assistance of all the owners in the enforcement of these regulations.

INTERIM RULES AND REGULATIONS

These rules and regulations are based upon experience gained from a number of Florida condominium associations. They should be reviewed from time to time and appropriate amendments made in accordance with the experience of this association.

1) RULES AND REGULATIONS:

These rules and regulations will be enforced as follows:

- A. Violations should be reported to the board of directors of Star Lofts on the Bay Condominium Association. If the Association elects to retain the services of a building manager or management company, then all violations should be reported to the building manager in writing and not to the board of directors or to the officers of the association.
- B. Violations will be called to the attention of the violating owner by the board of directors if there is no manager of the building employed by the Association. The manager, if applicable, will also notify the appropriate committee of the board of directors.
- C. Disagreements concerning violations will be presented to and be judged by the board of directors, which is empowered to take appropriate action.
- D. Owners are responsible for compliance by their guests and lessees with these regulations.

2) NOISE:

- A. In order to insure your own comfort and that of your neighbors, radio, hi-fi and television sets should be turned down to minimum volume between the hours of 10:30 p.m. and 8:00 a.m. All other unnecessary noises such as the playing of pianos and other musical instruments, bidding good night to departing guests and slamming car doors between these hours should be avoided. Your neighbors will appreciate this.
- B. Carpentry, carpet-laying, picture hanging, or any trade (or do-it-yourself work) involving hammer work, etc., must be done between the hours of 8:00 a.m. and 6:00 p.m. ONLY. No such work shall be done on Sundays. No exceptions will be allowed.

3) PETS:

Pets may be kept within a Condominium Unit subject to the following:

- i. Tenants or guests of a Unit Owner are permitted to keep a maximum of two pets, specifically dogs or cats, upon the Condominium Property.
- ii. Pets may not be maintained on the Common Elements, and no animals shall be permitted to commit a nuisance in any public portion of the Condominium Building or grounds.
- iii. Pets shall not be permitted, unaccompanied, outside any dwelling.
- iv. Each Owner shall assume full responsibility for any damage to persons or properties caused by his pet, and promptly collect and clean up any feces from pets upon Common Elements.

- v. Pets must be taken in or out of Units on a leash or carried by the Owner when on Common Elements.
- vi. The right to maintain a pet, subject to the conditions hereinabove set forth, is in the nature of a conditional license and is subject to revocation and termination at any time by the Board of Directors upon their sole determination that such pet is either vicious or annoying other Owners, or otherwise a nuisance, or upon failure of Owner to comply with these restrictions, or any further rules and regulations of the Association pertaining to pets.
- vii. The Association shall have the power to change these restrictions pertaining to pets, from time to time, but if pets have been permitted prior to the change in these regulations, such change shall not affect the rights of Owners to keep such previously permitted pets.

4) OBSTRUCTIONS:

Sidewalks, entrances, driveways, passageways, patios, courts, stairways, corridors and halls must be kept open and shall not be obstructed in any manner.

5) CHILDREN:

There are no restrictions.

6) DESTRUCTION OF PROPERTY:

Neither members, their dependents, nor guests, shall mark, mar, damage, destroy, deface or engrave any part of the building. Members shall be financially responsible for any such damage.

7) EXTERIOR APPEARANCE:

To maintain a uniform and pleasing appearance of the exterior of the building, no awnings, screens, glass enclosures, or projections, shall be attached to the outside walls or to the balcony. This includes any type of screen or umbrella. Balcony floors may be covered with carpeting or tile; otherwise, standard exterior colors shall not be altered. In the event the balcony is covered with any material other than carpeting, the covering shall be installed within six (6) inches of the balcony ledge. All window treatments which are visible from the exterior of the Building shall be neutral color as approved by the Association, in its sole discretion. All such uses must be in total conformity with the ordinances of the City of Miami, Florida. Members may display one portable removable United States flag in a respectful way.

8) CLEANLINESS:

Members shall not allow anything to be thrown, or to fall, from windows, doors, or balconies. No sweepings, or other substances, shall be permitted to escape to the exterior of the building from the windows, doors or balconies, or to the interior of the building from hall doors.

9) BALCONIES, TERRACES AND PATIOS:

Enclosures by screening or otherwise of balconies or terraces is prohibited, without the written consent of the Association, which may be withheld in its sole discretion. No objects shall be hung from window sills. No cloth, clothing, rugs or mops shall be hung upon, or shaken from windows or doors.

10) HALLWAYS:

Garbage cans or other articles shall not be placed in the halls or on staircase landings.

11) DOOR LOCKS:

Members must abide by right of entry into units in emergencies. In case of any emergency originating in, or threatening any unit, regardless of whether the owner is present at the time of such emergency, the Board of Directors of the Association or any other person authorized by it, or the building manager, shall have the right to enter such unit for the purpose of remedying or abating the cause of such emergency, and such right of entry shall be immediate. To facilitate entry in the event of any such emergency, the owner of each unit shall deposit a key to such unit, under the control of the Association.

The Association shall have a duplicate key to each unit. In the event the unit owner fails to supply a duplicate key, and entry into the unit by the Association is permitted in accordance with the Declaration, Articles, By-Laws or these Regulations, the Association shall not be responsible for any costs or expenses incidental to a forced entry into the unit. The agents of the Association and any contractor or workman authorized by the Association may enter any unit at any reasonable hour of the day for any purpose permitted under the terms of the Declaration of Condominium or By-Laws of the Association. Entry will only be made after pre-arrangement with the respective unit owner or the occupant of the Condominium unit. Nothing herein shall relieve the Association of its duty of ordinary care in carrying out its responsibilities, nor from its negligence or willful activities that caused damages to a unit owner's property.

12) SOLICITATION:

There shall be no solicitation by any person anywhere in the building for any cause, charity, or any purpose whatsoever, unless specifically authorized by the Board of Directors.

13) TELEPHONES:

All residents must maintain telephone service at all times in their unit and shall advise the Association and of their telephone number.

14) ODORS:

No noxious or unusual odors shall be generated in such quantities that they permeate to other units and become annoyances or become obnoxious to another unit owner. Normal cooking odors, normally and reasonably generated, shall not be deemed violations of this regulation.

15) ANTENNAE:

No outdoor television or radio antennae are permitted, unless otherwise approved by the Association in writing which may be withheld in its sole discretion.

16) WEIGHT LIMITATIONS:

No unit owner shall cause to place any weight on any portion of his unit which shall interfere with the structural integrity of the building.

17) COMPLIANCE BY UNIT OWNERS:

Unit owners and occupants shall comply with the foregoing rules and regulations and any and all rules and regulations which may, from time to time, be adopted by the Association. Failure of a unit owner or occupant to comply with the foregoing shall subject the same to legal remedies, including, but not limited to, suits for money damages, injunctive relief or any or any combination thereof. The Association shall have the right to suspend the voting rights in the event of failure to so comply.

18) COMPLIANCE BY DEVELOPER:

Notwithstanding anything herein to the contrary, the foregoing rules and regulations shall not be applicable to the Developer, its agents, employees and contractors, or to units owned by the Developer, unless the rule or regulation may not be exempted per Florida Statute.

19) RELIEF:

The Board of Directors shall have the power, but not the obligation, to grant relief to one or more unit owners under the particular circumstances involved from the provisions of specific restrictions, contained in these rules and regulations, upon written request therefrom and for good cause shown in the sole opinion of the Board.

20) STORM PREPARATION:

Each member who plans to be absent from his unit during the hurricane season must prepare his unit prior to departure by:

- A. Removing all furniture and plants from his balcony,

B. Any unit owner who plans to be absent from his unit during the hurricane season or for any extended period of time shall designate a representative to prepare his unit for a hurricane. This shall include positioning of shutters to protective state, and returning them to hidden position when the storm has passed and/or the warning is lifted. The unit owner shall furnish the manager with the name of such firm or individual. Shutters must remain open except during a hurricane warning.

The Management shall have the right, but not the obligation, to enter a condominium unit for the purpose of opening and closing hurricane shutters. Neither the Association nor the Developer or his designated representative shall be responsible or liable for any damage incurred by not performing such operation.

ACKNOWLEDGEMENT FOR RECEIPT

I/We hereby acknowledge receipt of the Rules & Regulations Booklet, amendments, and forms for Star Lofts on the Bay Condominium Association, Inc. I/We agree to read so as to fully understand the contents as dated below. I/We understand that failure to follow the Rules & Regulations can result in a fine of \$100.00 per day up to maximum permitted by law (\$1,000.00) per occurrence.

Applicant Signature

Date

Co-Applicant Signature

Date

Initials

Rules and Regulations for Common Elements

Fitness Center

- The Fitness Center is for the use of Resident and their invited Guests ONLY. Invited guests may not use the Fitness Center unless ACCOMPANIED by a resident. Please limit number of guests to one (1) per visit.
- For health and safety reasons, no one under the age of 18 is permitted in the Fitness Center unless accompanied by a parent or legal guardian.
- Use of Fitness Center facilities is "AT YOUR OWN RISK". No attendants or supervision of any kind will be provided.
- Excessive noise, slamming weight machine, and dropping weights is PROHIBITED.
- Please read posted instructions before using exercise equipment. If you do not understand the instructions, do not use the equipment.
- Use of equipment is on a first-come, first served basis, therefore please be considerate and limit your time on the equipment.
- Please wipe down equipment with antiseptic wipes after each use.
- Please notify Management immediately of any equipment problems, and do not use any equipment that is not working properly.
- Before beginning any exercise program, it is recommended that you consult a physician. Use of equipment is at your own risk, and Management is not responsible for accident or injuries related in any manner to the use of these facilities.
- Management urges you to take caution not to overexert yourself and recommends exercising with a partner.
- LOITERING, SMOKING and ALCHOLIC BEVERAGES are NOT PERMITTED in the Fitness Center.
- Failure to comply with these rules and regulations could cause your Fitness Center privileges to be revoked and future access denied. Management reserves the right to prohibit use of the Fitness Center by any individual failing to comply with normal precautions and posted rules.

A. Pool and Jacuzzi

- Warning – No Lifeguard on Duty
- Pool and Spa hours are from dawn to dusk
- Shower before entering
- No smoking, food, drinks, glass in pool or on immediate pool deck perimeter of chaises; smoking, food and drink (no glass) are permitted away from the immediate pool area
- No animals are allowed anywhere on the entire pool deck

- No diving or jumping allowed; no playing on the water feature (between pool and hot tub) allowed
- Children under 16 years of age shall be supervised at all times by a person over 21 years of age; children who are not toilet trained shall wear swim diapers at all times while in the pool and are not permitted in hot tub
- Running and screaming not allowed on the pool or spa deck
- Pool and Hot Tub are for use by Star Lofts residents, their families, and registered guests only
- Smokers must supply their own ashtray; do not extinguish cigarettes in planters or on pavers. No smoking is allowed in pool or spa
- Please be courteous of other users of the pool; children's toys should not block the entrance steps.
- Please do not use towels to reserve chairs or other furniture, you must be present at the pool

B. Additional for Spa (Hot Tub)

- Maximum use is 15 minutes
- Showering is required before entering the spa
- Maximum capacity of the spa is 3 persons; children under the age of 12 are not permitted; children under 16 years of age shall be supervised at all times by a person over 21 years of age
- Pregnant women, children, people with health problems and people using alcohol, narcotics, or other drugs that causes drowsiness should not use spa without consulting a physician
- Alarm indicates spa pump is off; do not use spa when alarm sounds until advised otherwise
- No bubble bath or bath oils may be added to Spa water
- Please shut off timer when finished use

C. Meditation Garden

- Meditation Garden is for use by Star Lofts residents, their families, and registered guests only
- Garden opens at sunrise and closes at 7:00 pm
- Children under 16 years of age shall be supervised at all times by a person over 21 years of age
- No smoking is preferred.

D. Interior Common Areas

- Proper attire (shirt, covered swimsuit, shorts, slacks, footwear) is required in the lobby, parking garage, elevators, corridors, stairwells, or any other indoor portion of the Common Elements
- Persons returning from the pool must not be in wet clothing
- Children under 12 years of age shall be supervised at all times by a person over 21 years of age.
- No smoking allowed in any common elements.

VEHICLE REGISTRATION FORM

Applicant: _____

Co-Applicant: _____

Unit No. _____ Telephone _____ Owner: _____; Lessee _____

Vehicle #1 Information

Make _____	Model _____	Year _____
Color _____	Tag No. _____	Vin: _____

Vehicle #2 Information

Make _____	Model _____	Year _____
Color _____	Tag No. _____	Vin: _____

COPY OF REGISTRATION AND LICENSE IS REQUIRED---NEW LESSEES AND PURCHASES CANNOT BE PROCESSED WITHOUT THE ABOVE INFORMATION

Applicant Signature

Date

Co-Applicant Signature

Date

_____/_____
Initials

Unit Access Authorization Form

Please complete this form in entirety and return to the Front Desk prior to your guest(s) arrival. You are responsible for the information contained within this form and must notify us, in writing, if your guest(s) status has changed.

I _____, Resident, of (Unit #) _____,
_____ hereby AUTHORIZE AND REQUEST
you to grant access to the above-described unit in STAR Loft on the Bay to the person(s) named below.

Note: If you wish to authorize access to your unit during an absence from the property, use this form to designate such authorization. Registered Guest are NOT ALLOWED to grant third parties guest through any part of the building. Contract guest such as (housekeeper, dog walkers, etc.) will **ONLY be permitted to access the building during the hours of 9am to 5pm.**

Start Date	End Date	Name/Relationship Notes: (please provide contact information for guests)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

In giving this authorization and request, the undersigned ACKNOWLEDGES AND AGREES:
Short-term leasing is strictly prohibited within the STAR Lofts on the Bay. Any violation will result in fines and any other legal remedies to the fullest extent allowed (such agreement to include all attorney's fees and court costs regardless of whether suit is brought or any appeal is taken there from).

Although the purpose(s) of the entry is stated above, STAR Lofts on the Bay and the respective condominium association is not responsible to see to such purpose being fulfilled or for limiting access to the accomplishment of such purpose. A key or other mode of granting access to the unit must be provided by the unit owner or resident to the guest. STAR Loft on the Bay Condominium Association, Inc. is not responsible in any manner for supervising, observing or controlling the conduct of the person(s) to whom access and/or the key was given.

The undersigned agrees to fully indemnify and hold harmless STAR Loft on the Bay and all of your officers, directors, members, employees and agents including, without limitation, First Service Residential Management Company and their officers, directors and employee(s), whether in the unit, the common Elements of the association or otherwise, (such agreement to include all attorneys fee and court costs regardless of whether suit is brought or any appeal is taken there from).

Resident Signature

Date

_____/_____
Initials