



18001 Old Cutler Road, Suite 476, Palmetto Bay, FL 33157
PH: 305-255-0900

Bonaventure Town House

Rental Screening Application

To All Applicants: The application process is approximately **14 business days** from the date **all required documents and payments are received.**

ONE APPLICATION PER HOUSEHOLD

- Telephone numbers where we may contact you (8 am – 4 pm Monday - Friday) in case we encounter any problems with your application.
- Copies of each adult's **Driver's License**. If no Driver's License, please submit a copy of your **passport & visa**.
- Copy of the **vehicle registration** and **insurance Identification card** for each vehicle. If the vehicle is not registered in your name, you must be added to the insurance as an authorized driver.
- Last **2 pay stubs** or **proof of benefits** such as pensions and/or social security benefits, or Last **2 Bank Statements**.
- Application fees are as follows:
 - \$150.00 per applicant (18 years and older), nonrefundable
 - All fees must be payable to **T&G Management Services, Inc.** via **money order** or **cashier's check only**.
- Three recommendation letters (**MUST BE IN ENGLISH**)
- **The following applies if the applicant is coming from outside the United States:** the last place of residence should be the municipality/government agency that should provide a clearance letter/ form.
- A copy of the **fully executed lease** must accompany your application (minimum 12 months).
- Signed Rules & Regulations – **By all residents/tenants**.
- Please be advised that only two (2) adults per bedroom can occupy a home as outlined by the Florida Department of Housing. All information requested is by the authorization of the **Bonaventure Town House** and applicable association governing documents, rules, and regulations.

NO EMAILING OR FAXING APPLICATIONS, ALL MUST BE MAILED OR DROPPED OFF.

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Bonaventure Town House

APPLICATION FOR RENT

NEEDS TO BE COMPLETED BY THE OWNER OF THE UNIT:

Account #: _____ Property Address: _____

Name of Owner(s): _____

Owner Telephone(s) #: _____

Owner Email(s): _____

Owner Mailing Address: _____

Owner(s) Signature: _____ & _____

Tenants Realtor: _____ Owners Realtor: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

1ST RESIDENT/APPLICANT/TENANT PERSONAL INFORMATION

Name of 1st Applicant/Tenant: _____
(First) (Middle) (Last)

DOB: _____ Place of Birth: _____

Marital Status: _____ Telephone Number(s): _____

Driver's License#: _____ State: _____

Email: _____

Present Address: _____

Acknowledgement of Rules & Regulations: _____

Signature of 1st Applicant/Tenant/Resident

2ND RESIDENT/APPLICANT/TENANT

Name of **2nd** Resident/Tenant: _____
(First) (Middle) (Last)

DOB: _____ Place of Birth: _____

Marital Status: _____ Telephone Number(s): _____

Driver's License#: _____ State: _____

Email: _____

Present Address: _____

Acknowledgement of Rules & Regulations: _____

Signature of 2nd Resident/Tenant

EMPLOYMENT INFORMATION RESIDENT/TENANT #1

Company: _____ Supervisor: _____

Address: _____

Telephone: _____ Fax: _____

Position: _____ Salary: _____

EMPLOYMENT INFORMATION RESIDENT/TENANT #2

Company: _____ Supervisor: _____

Address: _____

Telephone: _____ Fax: _____

Position: _____ Salary: _____

ANY OTHER RESIDENT/APPLICANT/TENANT INCLUDING CHILDREN

Name: _____ DOB: _____

Relationship: _____

Name: _____ DOB: _____

Relationship: _____

REFERENCES

Three recommendation letters (**MUST BE IN ENGLISH**) **CANNOT** be from family members.

REFERENCE #1 – MUST PROVIDE A REFERENCE LETTER - CANNOT be family members.

Name: _____

Address: _____

Telephone #: _____ Relationship: _____

Years known: _____

REFERENCE #2 – MUST PROVIDE A REFERENCE LETTER - CANNOT be family members.

Name: _____

Address: _____

Telephone #: _____ Relationship: _____

Years known: _____

REFERENCE #3 – MUST PROVIDE A REFERENCE LETTER - CANNOT be family members.

Name: _____

Address: _____

Telephone #: _____ Relationship: _____

Years known: _____

Pet Registration Form- BONAVENTURE

PLEASE ATTACH PHOTO OF PET (S) AND COPY OF VACCINATION (S)

Please PRINT (in ink) or type responses

Bonaventure Town House requires all residents to provide the following information and documents for their pet. An unregistered pet found on the property may be removed. It is your responsibility to update this information as needed.

- 1) Property Address: _____
- 2) Tenant Name (s): _____
- 3) Tenant Phone Number (s): _____ How many pet (s) _____
- 4) Pet Type: _____ Pet Name (s): _____
- 5) Gender: _____ Breed: _____
- 6) Age: _____ Weight: _____
- 7) Neutered/Spayed: Yes _____ No _____
- (8) Description: (Write Legibly): _____
- _____

No owner may keep any pet or animal on the property other than **(1) pet per household. The pet must be under (20) pounds** in weight, and so long as such pet or animal does not constitute a nuisance and interfere with the quiet enjoyment of the property by other owners. A pet will be subject to the following regulations:

A pet will not be allowed out of the unit unless it is in the custody of the owner and on a leash not to exceed six (6) feet in length.

A pet will be walked off the property.

Any damage to the corporation's property will be the full responsibility of the pet owners and the owner shall pay for any and all expenses involved in restoring damaged property to its original, new condition.

The owner shall be financially responsible for any personal injury or personal property damage caused by a pet to any owner, occupant, guest, licensee, or employee of the building.

Name and Signature: The signature must be of whom the pet is registered.

Date

Bonaventure Town House

C/O T & G Management Services, Inc.
18001 Old Cutler Road #476, Palmetto Bay FL 33157
Dade 305 255 0900

Vehicle Registration Form

RESIDENT INFORMATION

Residents must present a VALID Driver's License, vehicle registration, and be an approved resident to be able to park inside the community.

Name: _____ & _____

Address: _____

Home Number: _____ Cell: _____

Email: _____ & _____

VEHICLE INFORMATION - A MAXIMUM OF TWO VEHICLES IS PERMITTED PER RENTAL PROPERTY.

Resident must provide a COPY of DRIVER'S LICENSE, a copy of VEHICLE REGISTRATION, and a copy of INSURANCE

Make: _____ Model: _____ Year: _____ Color: _____ Tag#: _____

Make: _____ Model: _____ Year: _____ Color: _____ Tag#: _____

_____/____ We understand that NO commercial vehicles are parked inside the community at any time. There are NO exceptions to this rule. Non-authorized vehicles will be towed at the owners' risk/expense. I have received from **Bonaventure Town House** a copy of the rules and regulations containing the conduct and discipline requirements for lessees. I have read the outline and agree that I have no objections to any part of it. Therefore, I pledge, as well as any individual who resides with me, to follow all its rules and regulations faithfully. I understand that following the rules will assist in maintaining order and respect among all the residents.

Name : _____ Signature: _____

Name: _____ Signature: _____

Date: _____

Please note that in accordance with State Law, all vehicles must have a valid license plate (current), have valid insurance coverage, and be in working, roadworthy order. **Bonaventure Town House** does not allow commercial vehicles of any kind to be parked on the property after dusk and, as such, may tow such vehicles at the owner's expense. **Bonaventure Town House** does not allow overnight on-street parking of vehicles on its roadways. Such violations will result in the towing of the vehicle at the owner's expense, or a fine of \$100.00 per violation will be assessed against the homeowner.

The applicant certifies that all information submitted is true and correct. Each applicant authorizes **Bonaventure Town House** and T & G Management Services, Inc. to conduct background research and verification, which may include but is not limited to mortgage history, employment statutes, tenancy, public records, personal character references, etc. The applicant acknowledges that providing false or misleading information is reasonable grounds for denial of this application. All applicants involved shall hold harmless The **Bonaventure Town House** and T&G Management Services, Inc. regarding any information, whether disclosed or discovered, that may arise from the completion of this application. By signing this agreement, the buyer or renter agrees to abide by all the rules, regulations, and governing documentation pertaining to the association.

Applicant #1 Signature

Date

Applicant #2 Signature

Date

Do not write below this line

For Office Use Only

Date received: _____ By: _____

Approved/Disapproved: _____ Date: _____

Comments: _____

AUTHORIZATION REGARDING BACKGROUND INVESTIGATION

By signing below, I acknowledge receipt of the following separate documents (and certify that I have read and understood them):

- DISCLOSURE REGARDING BACKGROUND INVESTIGATION ON YOU:
- A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT:
- ADDITIONAL NOTICE REGARDING INVESTIGATIVE CONSUMER REPORTS ON YOU:
- ADDITIONAL STATE LAW NOTICES.

By signing below, I also authorize **T and G Management Services** to obtain “consumer reports” and “investigative consumer reports” about me for tenant purposes.

Signature: _____ Date: _____

Print Name - First _____ Middle _____ Last Name _____

PERSONAL INFORMATION NEEDED FOR BACKGROUND CHECK

Please supply the following information to facilitate a background check on you.

Last Name: _____ First Name: _____ Middle: _____

Other Names Used (alias, maiden, nickname): _____

Social Security Number: _____ Date of Birth: _____

Driver License No.: _____ State Issued: _____

Phone Number: _____

Email Address: _____

Current Address: _____
Address City/State Zip Code Dates

Former Address: _____
Address City/State Zip Code Dates

Current Employer Address City/State Start Date Salary

Supervisor's Name Employer Telephone Number

ONE FORM PER ADULT (18 years old or older) – PRINT THIS PAGE AS NEEDED

Rules & Regulations - Bonaventure Town House

The rules and regulations listed herein shall be deemed to be in effect until amended by the board and shall apply to and be binding upon all owners. Owners shall at all times comply with these Rules and Regulations and shall use their best efforts to ensure that they are observed and complied with by their family, guests, invitees, servants, lessees, and persons over whom they exercise control and supervision. The Rules and Regulations are as follows:

Each unit shall be used exclusively as a one-family residential dwelling. With the exception of unit owners as of March 7, 1975, no children under the age of 16 years shall be permitted to reside in any unit except as occasional house guests or visitors. Any deviation of the aforesaid shall be subject to the approval of the board of directors.

Owners shall not use or permit the use of their units in a manner that would be disturbing to or cause a nuisance to other owners, or in a manner that would be illegal or immoral. Improper, or which would cause damage or injury to the reputation of the property.

Owners and occupants of units shall exercise extreme care to minimize noise in connection with the use of musical instruments, radios, television sets, amplifiers, or other loudspeakers so as not to disturb other persons occupying units.

Owner shall not cause or permit anything to be hung or displayed on the outside of windows or placed on the outside of walls of a building. No sign, awning, canopy, shutters, screen or similar items, radio or television or roof, or any part thereof, except with the approval of the board. Notwithstanding the above, any owner may effect a "FOR SALE" or "FOR RENT" sign in his window or on the exterior face of his unit, provided such sign may be placed by the owner or his agent on the condominium land facing Country Club Road and outside the parking area.

No clothes, sheets, blankets, laundry, or any kind of article shall be hung out or exposed on any part of the common elements. The common elements shall be kept free and clear of rubbish, debris, and other unsightly materials and shall not be obstructed, littered, defaced, or misused in any manner.

No industry, business, trade occupation, or profession of any kind, where commercial, religious, educational, or otherwise, shall be conducted, maintained, or permitted on any part of the property or in any unit.

Nothing shall be done or kept in a unit that will either increase the corporation's cost of insurance or result in the insurance being cancelled.

No owner may keep any pet or animal on the property other than (1) household pet under (20) pounds in weight, and so long as such pet or animal does not constitute a nuisance and interfere with the quiet enjoyment of the property by other owners. A pet will be subject to the following regulations:

A pet will not be allowed out of the unit unless it is in the custody of the owner and on a leash not to exceed six (6) feet in length. A pet will be walked off the property.

Any damage to the corporation's property will be the full responsibility of the pet owners and the owner shall pay for any and all expenses involved in restoring damaged property to its original, new condition.

The owner shall be financially responsible for any personal injury or personal property damage caused by a pet to any owner, occupant, guest, licensee, or employee of the building.

No wasting of property will be permitted.

Owners will maintain their units at all times in compliance with all laws, zoning ordinances, and regulations of all governmental authorities having jurisdiction over the property.

No repairs will be performed within a unit by an owner or subcontractor prior to 8:00 AM or subsequent to 6:00 PM.

Any unit owner may construct, repair, or modify any room or building within the area comprising his unit. Including a unit without the consent of the board or corporation. Of the air: space of the unit is utilized by the unit owner, the assessment existing thereon shall be terminated automatically. The unit owner effecting such construction shall, however, not obtain architectural approval from the board, which shall not be unreasonably withheld. The structures and ground within the rear yard of each building lot shall be maintained in a neat and attractive manner. Upon an owner's failure to do so, the board may, at its discretion, after giving the owner ten (10) days' written notice sent to his last known address, have the grass, weeds, and vegetation cut when and as often as is necessary and have dead trees, shrubs, and plants, etc. removed from any rear courtyard. The owner of any such lot shall reimburse the corporation for the cost of any work which has been required, and to secure such reimbursement, the corporation may file a lien upon such unit, which shall be enforceable as herein provided. Upon performing the work here provided, the corporation shall be entitled to file in the public records of Broward County, Florida, notice of its claim of lien by virtue of this contract with the owner.

No commercial vehicles allowed; all vehicles must have valid tags.

Acknowledgement of Rules & Regulations:

Property Address: _____

Name & Signature of **1st** Applicant/Tenant/Resident

Name & Signature of **2nd** Applicant/Tenant/Resident

Name & Signature of **3rd** Applicant/Tenant/Resident

Name & Signature of **4th** Applicant/Tenant/Resident

FOR MORE DETAILS, PLEASE REFER TO THE COMMUNITY BYLAWS