



Rental Requirements

1. A fully **Executed Lease with a minimum term of thirty (30) days** must be emailed to admin@axisonbrickell.net
2. Once Management reviews the Lease Agreement, the **Application Link & Code** will be provided. The owner or owner's representative must provide the code they wish for the applicant to use:
3. The cost of the application is **\$100 per adult or Married Couple**.
4. The Association will receive a copy of the applicant's background check. If there are any **discrepancies** in the background check which would require the Landlord's written approval to proceed with the rental, the association will advise the unit owner and/or representative. Although the association will not release any information found in the background check, Tenant Evaluation will provide the applicant with a free copy of their screening report to release to their prospective landlord.
5. A **\$500** will still be collected in the form of a cashier's check or money order. This deposit is refundable. Please make payable to: *Axis on Brickell Association*. There must be a legible REMITTER of this check for future refund purposes.
6. A **\$350** non-refundable Pet Registration Fee is required per Dog.
7. Additional fees may apply for access devices and/or key copies requested to Management.
8. Tenant must complete an Orientation prior to Move In. Management will schedule this Orientation once all other items have been received.
9. Move-In is subject to service elevator being available and reserved in advance. Please feel free to contact reserve@axisonbrickell.net to schedule a time from 9am – 12pm OR 1-4pm, Monday – Friday (excluding national holidays)

Important Details:

- All adults must be on the lease agreement and complete the online screening/application.
- Guarantors mentioned on the lease but NOT living in the unit do **not** have to submit an application on Tenant Evaluation
- The association does **NOT** encourage the applicant to pay the rush fee that Tenant Evaluation offers

Please schedule the new resident's Move as soon as possible. Please choose Monday – Friday: 9am – 12pm OR 1-4pm (absolutely no extensions granted). Disregard if unit is furnished.

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- Insurance is required for Moving and Delivery companies. Please forward attached COI requirements to movers asap
- One (1) fob will be activated per registered resident.
- One (1) ProPass is permitted per vehicle. The ProPass must be stuck on to vehicle by a staff member and shall never be used by hand. If unstuck, ProPass stops working and resident will be required to purchase a new one.
- Landlords must NOT provide a parking pass to tenant. The Management office must first register vehicle and provide sticker to vehicle. Resident must understand how to enter the parking garage.
- Management cannot reassign the parking space of unit nor provide a rental space.
- Valet Services are available for residents to privately utilize at a discounted monthly RESIDENT rate of \$220 per month. The association is not responsible for vehicle theft or damage in the parking garage or in care of Valet (US Parking).
- Lost Fob or additional fob for roommate: \$60/fob – checks payable to Axis on Brickell OR credit or debit card with a \$3 convenience fee, must be paid in person (NON-REFUNDABLE)
- Mailbox Re-Key: \$60 – No Cash, only check payable to Axis on Brickell OR credit or debit card with a \$3 convenience fee, must be paid in person (NON-REFUNDABLE)
- Unit Key Copy: \$25 – No Cash, only check payable to Axis on Brickell OR credit or debit card with a \$3 convenience fee, must be paid in person (NON-REFUNDABLE)
- Lockout Fee: \$100 - Cash, check payable to Axis on Brickell OR credit or debit card with a \$3 convenience fee, must be paid in person (NON-REFUNDABLE)

Screening Notice

- If the landlord wishes for the association to complete a more thorough background check which also includes credit and eviction search, please provide the tenant with the second code.

Approval Turnover Time

5-7 Business Days: Regular Screening

7-10 Business Days: Extensive Screening

- The association does **NOT** encourage the applicant to pay the rush fee that Tenant Evaluation offers

URGENT NOTICE, THE LOADING DOCK AND ELEVATOR CALENDAR SOMETIMES EXPERIENCES A 4-WEEK BACKLOG OF REQUESTS. YOU ARE REMINDED THAT MOVE-IN IS CONTINGENT ON THE AVAILABILITY OF BOTH THE SERVICE ELEVATOR AND LOADING DOCK

Landlord and/or Representative must provide the applicant with the application code:

Portal Link: www.TenantEv.com

Standard Screening Code: 9222 – Basic Criminal Screening, 5-7 day turnaround time
Extensive Screening Code: 9523 – Extensive Screening, 5-10 day turnaround time

