

nirvana

master association incorporated.

GUIDELINES TO PURCHASE OR LEASE

1. The proposed **Purchaser** or **Lessee** must complete the application for occupancy and authorization forms in detail.
2. Please attach a copy of the **Sale** contract or **Lease** application.
3. Forms of payment: Checks or money orders. *Nirvana accepts debit or credit payments with a fee of 3% *(This form of payment is only for the Application fee)
4. Please attach a **non-refundable screening fee** per application for a person over the age of eighteen (18), payable to Nirvana Condominium Association. \$150 per married couple (providing marriage certificate). Acceptance of this application does not constitute approval of this transaction.
5. A **refundable Move-in/move-out deposit of \$500** is required at the time of application. The deposit will be placed in an escrow account and used only in the event of damage to the common elements during the move. The deposit will be returned after the move-out
6. If the applicant is on a foreign visa prices are accordingly. Copy of Visa and Passport required.
7. A Copy of a Photo ID (Driver's license or Passport) is required with all applications before a background check is initiated.
8. A copy of all Vehicle registrations and Car insurance. It is also required to be attached to the application.
9. Additional Vehicles (Any automobile past the number of legal bedrooms in the unit) will be billed \$25.00 monthly.
10. Motorcycles, Vespas, & scooters must be registered with the office (\$50 fee for registration & transponder). This will NOT be considered an additional vehicle. However, they must be properly stickered & parked in designated "motorcycle only" parking spots available throughout the community.
11. The complete application must be submitted to the management office at least **twenty days** prior to the closing date or lease date, whichever applies. (**Rush fee for applications is available \$200**)
12. All Applicants must make themselves available for an in-person or Video conference interview prior to final approval. Occupancy without approval is prohibited.
13. The seller (current owner) shall provide a copy of all Condominium Documents and rules and regulations to the buyer. The Lessee shall only receive the Rules and regulations.

I/We have read the above Guidelines to Purchase /Lease and will abide by each one.

Applicant Names: _____

Applicant Initials: _____

Date: _____

Nirvana Management Office
705 NE 63rd Street, Miami, Florida 33138
Ph: (305) 759-8090 Fax: (305) 762-4112
Email: Admin@nirvanamgmt.us
3/21/2024

BROWN'S BACKGROUND CHECKS
CONSENT TO OBTAIN CONSUMER REPORT ON SUBSCRIBER
Nirvana Condominium Association Inc.

I understand that you may obtain consumer reports that relate to my credit and/or criminal history. This information will, in whole or in part, be obtained from AISS, a Sterling Infosystems Company, 6111 Oak Tree Blvd, 41h floor, Independence, OH 44131, telephone 800.853.3228. I understand that you may be requesting information from various federal, state, and other agencies or institutions, which maintain public and non-public records concerning my past activities relating to my credit and/or criminal history.

I authorize, without reservation, any party, institution, or agency contacted by AISS to furnish the above-mentioned information:

_____ Applicant #1 Name	_____/_____/_____ Date of Birth	_____ Social Security
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**Date of Birth is requested in order to obtain accurate retrieval of records*

Alias/Previous Name(s)

_____ Current Physical Address	_____ City & State	_____ Zip Code
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_____ Signature	_____ Date
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Applicant # 1

BROWN'S BACKGROUND CHECKS
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_____ Applicant #1 Name	_____/_____/_____ Date of Birth	_____ Social Security
----------------------------	------------------------------------	--------------------------

**Date of Birth is requested in order to obtain accurate retrieval of records*

Alias/Previous Name(s)

_____ Current Physical Address	_____ City & State	_____ Zip Code
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_____ Signature	_____ Date
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Applicant # 2

BROWN'S BACKGROUND CHECKS
CONSENT TO OBTAIN CONSUMER REPORT ON SUBSCRIBER
Nirvana Condominium Association Inc.

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I authorize, without reservation, any party, institution, or agency contacted by AISS to furnish the above-mentioned information:

_____ Applicant #1 Name	_____/_____/_____ Date of Birth	_____ Social Security
----------------------------	------------------------------------	--------------------------

**Date of Birth is requested in order to obtain accurate retrieval of records*

Alias/Previous Name(s)

_____ Current Physical Address	_____ City & State	_____ Zip Code
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_____ Signature	_____ Date
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Applicant # 3

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Purchase
Rental

☐
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Date: _____ Building & Unit Number: _____

Important. This application is fully completed and must include signed authorization for the release of the credit report, criminal background information, and eviction records. Also, a copy of the sales contract or lease application fee of \$150 payable to Nirvana Condominium Association and a photocopy of a picture ID must be attached to this application. Missing or incomplete information will cause the application to be returned without action. The application must be received within thirty (30) days prior to the desired closing date. The buyer agrees to provide the management company with a copy of the closing statement within seven (7) days after closing.

Personal Information:

Applicant's name: _____

Date of Birth _____

Marital Status: _____

Driver's License _____ State: _____

Have you ever been convicted of a felony: _____ If yes, provide a detailed explanation on the reverse side of this application.

Co-applicant's name: _____

Date of Birth: _____ Relationship to Applicant: _____

Third-co-applicant name: _____

Date of Birth: _____ Relationship to Applicant: _____

Please list family members (**children**) that will occupy the unit:

Name: _____ Age: _____ Relationship: _____

Name: _____ Age: _____ Relationship: _____

Name: _____ Age: _____ Relationship: _____

Emergency Contact (Name/Phone) _____

Resident History

Present Address: _____

City: _____ State: _____ Zip code: _____

Have you ever been evicted from a property? _____

If yes, provide a detailed explanation on the reserve side of this application.

Employment History

Applicant # 1

Present Employer: _____ Supervisor: _____

Address: _____

Position: _____ Date of employment: _____

Applicant # 2

Present Employer: _____ Supervisor: _____

Address: _____

Position: _____ Date of employment: _____

Applicant # 3

Present Employer: _____ Supervisor: _____

Address: _____

Position: _____ Date of employment: _____

Applicant has submitted the application fees, which are non-refundable. Applicants hereby authorizes The Nirvana Condominium Association and Brown's Background Checks to check credit, eviction, employment, and criminal records.

I/We certify that I/We have read this application and provided only the truth in all my/our answers. I also understand that any false statements provided in this application will cause my immediate rejection by this Condominium.

Applicant Signature _____ Printed name: _____

Applicant Signature _____ Printed name: _____

Applicant Signature _____ Printed name: _____

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Resident Contact Form

Please fill out the form below with your most current contact information. It is imperative that we have your most current information, to serve the needs of the building. If your information changes, please notify us at Admin@Nirvanamgmt.us

Building and unit you are moving to: _____

#1 Applicant's name: _____

Email Address: _____

Phone number: _____ Alternate phone number _____

#2 Applicant's name: _____

Email Address: _____

Phone number: _____ Alternate phone number _____

#3 Applicant's name: _____

Email Address: _____

Phone number: _____ Alternate phone number _____

Vehicle information

Auto Tag: _____ Driver's License No. _____

Auto Make: _____ Year: _____ Color: _____

Auto Tag: _____ Driver's License No. _____

Auto Make: _____ Year: _____ Color: _____

Comments:

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PET REGISTRATION FORM

I/We do not own a Pet at this moment. If I get to adopt one, I will inform the Management office.

☐

Type of Pet (please circle one) DOG CAT OTHER

#1 Pet's name: _____ Pet's age: _____ Breed: _____

Gender: _____ Color: _____ Weight: _____

Pet's License/Tag number: _____

Type of Pet (please circle one) DOG CAT OTHER

#2 Pet's name: _____ Pet's age: _____ Breed: _____

Gender: _____ Color: _____ Weight: _____

Pet's License/Tag number: _____

Type of Pet (please circle one) DOG CAT OTHER

#3 Pet's name: _____ Pet's age: _____ Breed: _____

Gender: _____ Color: _____ Weight: _____

Pet's License/Tag number: _____

Owner to Sign Below:

I am aware of the Nirvana Associations' Rules and Regulations regarding pets on the property and agree to abide by them.

Applicant Signature: _____ Date: _____

Applicant Signature: _____ Date: _____

**PLEASE RETURN FULLY COMPLETED FORM, RABBIES CERTIFICATE, AND
PHOTO TO THE PROPERTY MANAGEMENT OFFICE.**

Exterminator Service

To: Nirvana Condominium Association

From: Resident: _____

Building & Unit: _____

Your unit will be treated once a month by a qualified/bonded pest control service company contracted by the association. This service will consist of spraying your unit for ants, roaches, and other small pests. Special requests can be made by contacting the management office and any additional cost will be pay by the unit owner or person making a special request.

Nirvana offers three services:

- ☐ **1.-** The exterminator passes by your unit. He knocks, you do not open we skip you for the next month.
- ☐ **2.-** The exterminator passes by your unit. He knocks, you do not open. We use the association key we have on file. (Security escort the exterminator when he enters the unit)
- ☐ **3.-** DO NOT want service.

Exterminator Schedule

Building A & D	Building B	Building C & G
First Wednesday of every month 1:00 pm to 4:00 pm	Second Wednesday of every month 1:00 pm to 4:00 pm	Fourth Wednesday of every month 1:00 pm to 4:00 pm

****** Remember it is imperative that your unit is accessible on the date you choose.

Pest Control Service can be cancelled at any time by notifying the management office in writing.
My signature below indicates that I read and understood the stated Pest Control Policy

Print name: _____ Signature: _____

How to Dispose of Bulk Items

PLEASE BE INFORMED that per the City of Miami - Department of Solid Waste, a Mini Dump Facility open for all City of Miami residents to dispose of their bulk trash items FOR FREE.

LOCATION & HOURS OF OPERATION

LOCATION: 1290 NW 20 STREET

CONTACT: 311

HOURS: MONDAY - FRIDAY 8:00 AM - 4:00 PM

SATURDAY: 8:00 AM - 12 Noon

CLOSED: Sunday, Dr. Martin Luther King, Jr. & Christmas Day

For more information, please contact 311 or visit City of Miami -Mini Dump Facility. Residents must meet the following requirements:

- ONE (1) PROOF OF CITY OF MIAMI RESIDENCY: Florida Driver's license or Florida ID, utility statements for the last 3 months (ex. electricity, cell phone, water or trash compactor bill), a rental agreement, a tax bill or other documents that prove City of Miami residency.
- A MAXIMUM OF ONE (1) TRIP PER DAY ALLOWED (Each trip is no more than a pickup truck load).
- WILL NOT ACCEPT THE FOLLOWING: VEHICLES WITH COMMERCIAL MARKINGS, -DUMP-TYPE OR PANEL TYPE TRUCKS, COMMERCIAL TRUCKS OR VANS OR MATERIALS FROM COMMERCIAL CONTRACTORS.

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No Dumping Acknowledgement

Building & Unit Number: _____

Resident names: _____

I am aware that dumping of unwanted furniture, appliances, or household items are NOT allowed at Nirvana Condominiums in any location on the premises.

I Understand that any dumping attributed to myself, my roommates, guests, or visitors will result in the forfeit of my security deposit.

_____	_____
Signed by (Prospective Resident)	Date

_____	_____
Signed by (Prospective Resident)	Date

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Rules and Regulations Acceptance Sign-Off

Unit: _____

Resident Names

I/We have received, read, and accept all the Rules & Regulations
currently in effect at Nirvana Condominium Association Inc.

Signed by (Prospective Resident)

Date

Signed by (Prospective Resident)

Date

Nirvana Condominium

Frequently asked questions:

What are the devices required to use the facilities, or other commonly used facilities?

See prices and information below:

Onetime fee- Amenity **access card** \$75.00

\$75.00 for a replacement if lost or stolen.

Vehicle transponder and vehicle decal \$100.00

\$100.00 for a replacement if lost or stolen.

Access Card



Vehicle Transponder



Nirvana Condominium Addresses:

Nirvana Condominium No 1 (Building “A”) 680 NE 64th Street Miami Florida 33138

Nirvana Condominium No 3 (Building “B”) 750 NE 64th Street Miami Florida 33138

Nirvana Condominium No 2 (Building “C”) 777 NE 62nd Street Miami Florida 33138

Nirvana Condominium No 4 (Building “D”) 700 NE 63rd Street Miami Florida 33138

Nirvana Condominium No 5 (Building “G”) 650 NE 64th Street Miami Florida 33138

Guardhouse/Management/Gym/Mini Market: 703 NE 63rd Street Miami FL. 33138

Guest Parking:

Guest parking are located close to Building “G” and Building “D”

