



BONAVISTA CONDOMINIUM RESIDENT INFORMATION SHEET

NEW OWNER		FOR RENTERS ONLY		SECURITY DEPOSIT PAID BY _____
UNIT #	CLOSING DATE:	LEASE TERM: FROM: _____ TO: _____		AMOUNT \$ _____

RESIDENT INFORMATION

NAME			BIRTH DATE	DRIVER'S LICENSE #
CELLPHONE	HOME PHONE	WORK PHONE	EMAIL	

RESIDENT INFORMATION

NAME			BIRTH DATE	DRIVER'S LICENSE #
CELLPHONE	HOME PHONE	WORK PHONE	EMAIL	

Notice: Any additional adult residents (18 years or older) must complete a separate sheet.

BILLING ADDRESS (FOR UNIT OWNERS / IF DIFFERENT FROM THE UNIT'S ADDRESS)

STREET ADDRESS	CITY	STATE	ZIP
IS THE UNIT OWNED BY A CORPORATION? YES NO (IF YES) CORPORATION NAME:			
PLACE OF INCORPORATION	TYPE OF INCORPORATION	OWNER'S REPRESENTATIVE FOR THE UNIT	

OTHER OCCUPANTS

LIST NAMES AND BIRTH DATES OF ALL OCCUPANTS 17 YEARS OR YOUNGER

VEHICLE INFORMATION (ONLY ONE CAR PER UNIT)

MAKE	MODEL	YEAR
COLOR	TAG	STATE
		DRIVER

EMERGENCY CONTACT

1. NAME	ADDRESS	PHONE	RELATIONSHIP
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PERMANENT GUEST LIST

1. NAME	PHONE	RELATIONSHIP
2. NAME	PHONE	RELATIONSHIP
2. NAME	PHONE	RELATIONSHIP
2. NAME	PHONE	RELATIONSHIP
2. NAME	PHONE	RELATIONSHIP

READ FIRST: Complete all questions and fill in all blanks. All information supplied is subject to verification. 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 be cancelled but your fee will not be refunded. Rev. 06/2014

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

APPLICATION FOR OCCUPANCY

Association Name: Bonavista Condominium Association, Inc.

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) _____

Applicant's Cell Number(s) _____ Applicant's Email Address _____

Spouse _____ Date of Birth _____ Social Security # _____

Other legal or maiden name _____ Have you ever been convicted of a crime? _____ Date (s) _____

County/State Convicted in _____ Charge (s) _____

Spouse's Cell Number(s) _____ Spouse's Email Address _____

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

Names and ages of others who will occupy unit _____

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 _____

Are you on the Lease? _____ If not, who is the leaseholder? _____ Are you on the Deed? _____ If yes, under what name? _____

Name of Landlord _____ Phone _____ Email address _____

Is your Landlord the: Owner of the property ☐ Realtor ☐ Family Member ☐ Roommate ☐ Property Manager ☐ Other _____

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 _____

Were you on the Lease? _____ If not, who is the leaseholder? _____ Were you on the Deed? _____ If yes, under what name? _____

Name of Landlord _____ Phone _____ Email address _____

Is your Landlord the: Owner of the property ☐ Realtor ☐ Family Member ☐ Roommate ☐ Property Manager ☐ Other _____

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 _____

Were you on the Lease? _____ If not, who is the leaseholder? _____ Were you on the Deed? _____ If yes, under what name? _____

Name of Landlord _____ Phone _____ Email address _____

Is your Landlord the: Owner of the property ☐ Realtor ☐ Family Member ☐ Roommate ☐ Property Manager ☐ Other _____

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)

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 _____

Are you using a realtor? Yes _____ No _____ If yes: Realtor's name _____
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 _____

*****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)

VEHICLE REGISTRATION FORM

Unit #: _____

Registered to: _____

Make: _____

Model: _____

Year: _____

Color: _____

Tag # _____

State: _____

Space Assignment: _____

By signing this form, I (We) acknowledge that there is only one assigned parking space per unit. And



Bonavista Condominium Association, Inc. Aventura

Bonavista Condominium Association, Inc.

Exhibit 9

Rules and Regulations

1. In order to provide a safe building, the entrances, elevators, stairways, hallways, and all of the common area elements must not be obstructed, encumbered, or used for any purpose other than ingress and egress, to and from the premises; nor shall any cars, carriages, chairs, tables, or any other similar objects be stored therein. Bicycles may be stored only in designated areas.
2. The personal property of all unit owners shall be stored either in their Condominium units or in their assigned storage bin(s).
3. To provide a healthful environment, no garbage cans, supplies, or other articles shall be placed in the hallways, on the balconies, or on the stairwells at any time. Nor shall there be any linen, clothing, rugs, mops, or curtains shaken or hung from any windows, doors, or balconies. Common elements are to be kept free and clear of all types of debris, rubbish, and/or other unsightly material(s).
4. So as to maintain the cleanliness of the building and grounds, no unit owner/renter shall allow anything whatsoever to fall from the windows, balconies, or doors of the premises, nor shall dirt or other substances be swept or thrown from the premises into any of the corridors, hallways, or upon the grounds.
5. In order to eliminate odors and vermin, all garbage must be placed in plastic bags and deposited with all refuse ONLY in the areas designated.
6. Because of the limited parking area, no unit may have more than one (1) automobile parked on the premises. All cars must be parked head first into the parking spaces. Each car belonging to a Bonavista, residents MUST have a parking identification sticker affixed on the lower left rear window. All parked cars MUST have a valid license plate. In order to clarify the language of this paragraph, it is intended that only such vehicles classified as passenger cars or automobiles may be parked on the premises. The language intends to prohibit all motorcycles, boats, trailers, mobile homes, other recreation vehicles, taxicabs, cargo, and/or commercial vans and all trucks from parking on the premises. Guests must park in the designated "guest parking" areas. Service vehicles must park in provided service parking areas ONLY. Owners/residents planning to be away fifteen (15) days or longer must leave automobile keys with the Association office or a neighbor. All vehicles parked in violation of the Association Rules and Regulations will be towed, pursuant to Florida Law.

7. No vehicle which cannot operate on its own power shall remain in the Condominium premises for more than twenty-four (24) hours and no repairs to vehicles shall be made on the Condominium premises.
8. Employees of the Association or Management Firm will not be sent out of the building by any unit owner/renter at any time for any purpose. No unit owner or resident will direct, supervise, or in any way attempt to assert control over the employees of the Management Firm or Association.
9. Servants and the domestic help of the unit owner may not gather or lounge in the public areas of the building, grounds, pool facilities, or recreational areas.
10. In order for all unit owners/residents to have quiet enjoyment of their property. No unit owner/resident shall make or permit any disturbing noises in the building by themselves, their family members, or their visitors. their personal staff. licensees, and agents, nor do or permit anything by such persons that will interfere with the rights and comforts. or conveniences of the unit owners/residents.
11. No unit owner/resident, at any time, is to upon any musical instrument, permit vocal or instrumental instruction, or operate a television, radio, or sound amplifier, in their unit, in such a manner as to disturb or annoy other occupants of the Condominium.
12. No radio or television installation may be permitted in a condominium unit, which interferes with the television or radio reception of another condominium unit. Any antenna or aerial erected or installed on the roof or exterior walls of the building without prior consent is first given by the Management Firm, and thereafter, the Board of Directors of the association may be removed without notice at the cost of the unit owner/resident, except that this prohibition shall not be applicable to television or radio installations permitted or contemplated by the Declaration.
13. In order to maintain an attractive appearance, no signs, advertisements, notices, or other lettering shall be exhibited, displayed, inscribed, painted, or affixed, in, on, or upon any part of the Condominium property, by any unit owner or occupant without the written consent of the Management Firm, and thereafter, the Board of Directors of the Association. Additionally, no awnings, canopy, shutters, or other projection, shall be attached to or placed upon the outside walls or roof of the building, without the written consent of the Management Firm, and thereafter the Board of Directors of the Association.
14. In order for steps to be taken in the event of an emergency, the Association must retain a copy of the key for all units.
15. No cooking shall be permitted on any porch, terrace, balcony, or on any portion of the Condominium property, except in the designated areas of the recreation facilities.
16. No flammable, combustible, or explosive fluids, chemicals, or substances shall be kept in any unit of storage area, except such as are required for normal household use.

17. Payment of Monthly Assessments is to be mailed out to the address shown on the front of the Condominium.
18. In order to protect the Condominium property, each unit owner/resident who plans to be absent from their unit during the hurricane season must prepare their unit prior to their departure, by:
 - a) Removing all furniture, plants, and other objects from the porch, terrace, or balcony
 - b) Designating a responsible firm or individual, if other than the Management Firm, to care for the unit should the unit suffer any hurricane damage(s), and furnishing the Management Firm with the name(s) of such firm or individual. Such firm or individual shall contact the Management Firm for clearance to install or remove hurricane shutters, and shall be subject to the approval of the Management Firm.
19. In order to maintain the cleanliness of the building and grounds, food and beverages may not be consumed outside of a unit except in the designated areas of the recreation facilities.
20. Article XII and Article XIII of the Declaration of Condominium contain provisions in the nature of Rules & Regulations for the benefit of the unit owners/residents. Said provisions are incorporated herein by reference.
21. In order that the building may maintain an attractive and uniform exterior appearance, a unit owner/resident shall not cause anything to be affixed or attached to, hung, displayed, or placed on the exterior walls, doors, balconies, or windows of the building. Nor shall a unit owner/resident cause anything to be fixed or attached to the screened enclosure of their connecting balcony or terrace, or place any furniture or equipment outside the unit except with the prior written consent of the Management Firm, and further, when approved, subject to the Rules & Regulations adopted by the Management Firm or the Board of Directors.
22. All windows and glass or coverings, which may be observed outside of the building, shall be either white or off-white in color unless otherwise approved in writing by the Management Firm.
23. No pets allowed.
24. For the safety and well-being of the Condominium residents, there are separate Rules for the usage of the pool and its facilities. They are as follows:
 - a) No bottles, glass, or other breakables are allowed in the pool area.
 - b) Anyone 14 years of age, or younger, must be supervised by a parent, or guardian while in the pool and pool area.
 - c) Swimming is at your own risk. THERE IS NO LIFEGUARD.
 - d) No furniture or equipment may be removed from the pool area.
 - e) No toys, balls, rafts, inner tubes, etc., are permitted in the pool area.

- f) No persons requiring or needing adult/pediatric diapers shall be permitted in the pool.
 - g) All persons must wear shoes and be covered up in all common areas except when in the pool, the sauna, whirlpool, showers, or on the pool deck.
- 25. Anyone under the age of 14, living in the building as part of a residential family must be supervised at all times, and are the direct responsibility of their parent/guardian. They cannot play in the hallways, elevators, walkways, stairwells/stairways, parking areas, or other common areas unless such area is specifically provided for such use.
- 26. No one may bounce balls of any kind against walls, (inside or outside) windows, etc. of the building.
- 27. The use of bicycles, skateboards, rollerblades (in-line roller skates), or similar are prohibited anywhere on the premises of the condominium.
- 28. Unit owners are not permitted to rent out their apartments during the first year of ownership, thereafter one-year leases are permitted.
- 29. MAINTENANCE PAYMENTS ARE DUE ON THE FIRST OF EACH MONTH - TEN (10) DAYS GRACE PERIOD ALLOWED- **LATE PAYMENTS ARE SUBJECT TO A \$25.00 PENALTY.**
- 30. Owners or Renters, when moving apartment furniture in or out, are required to pay \$50.00 to the Bonavista Condominium office, to cover elevator operating costs.
- 31. Unit owners/occupants are required to deposit \$200.00 with the Bonavista Condominium office when moving to/from their apartment.
- 32. Owners selling or leasing their apartments are required to submit the necessary forms for Board approval. This rule will be strictly adhered to.
- 33. The Association office should be notified when bulky furniture is to be moved in or out of the building.
- 34. Air conditioning and appliance contracts should be handled through the Association office.
- 35. A Licensed Exterminator performs service to the building on the first (1st) Tuesday of every month.
- 36. The Fiesta Room serves as a library, social hall, and meeting room for many functions.
- 37. Important Notices and meeting notices will be posted on the bulletin board in the lower lobby.
- 38. **SMOKING IS NOT PERMITTED IN THE COMMON AREAS. ONLY IN YOUR PRIVATE RESIDENCES OR DESIGNATED SMOKING AREAS.**
- 39. Laundry Room washers and dryers are shared on each floor. Please clean the lint from the machines when finished. Inform maids and visitors who work for you to do the same. Please treat the machines with care as if they were your own.

40. The trash room chute is enclosed within the laundry room. Wire hangers, cloth, rags, and large boxes are not to be thrown into the chute.
41. Unit owners/occupants are required to dispose of their garbage in plastic garbage bags with ties.
42. Storage rooms are located on each floor. Each unit owner/occupant is allotted one (1) locker. Owners should put their names and unit numbers on their own lock on the locker door. No food items are to be stored in the lockers. No articles of any kind are to be left in the storage room unless it is in your locker. Items left in the room, out of the locker, will be discarded without warning or questioning.
43. Unit owners/occupants storing bicycles on Bonavista property are required to tag them with the owner's name.
44. The Association office is to be notified of the work to be done on the apartment. Painters, paper hangers, carpenters, carpet layers, or any other work contractors should be put on notice to clean up and remove debris from the building. All contractors including electricians and plumbers must be bonded and licensed. It is the unit owner's responsibility to make sure that the halls and elevators are left clean and free of rubbish. Damage to the halls, carpeting, etc., will be charged to the unit owner.
45. Unit owners and the people that they hire to do work in the apartment are not to haul groceries and/or materials into the building through the Main Lobby Entrance. They are to use the North and West side entrances in the Lower Lobby only.
46. Unit owners/occupants will not solicit the building engineer for anything other than an emergency repair, at any time. Requests for services related to the Bonavista Condominium shall be made through the Association office.
47. **STORM PROTECTION SHUTTERS:** Bonavista Condominium has adopted the following specifications, should you wish to install storm protective shutters:
 - a) The exterior color must be white
 - b) Roll-up System, with all mechanisms and framing to be installed on the
 - c) inside the patio frame
 - d) Only patio sliding glass doors may have any storm protection devices.
48. Each Unit owner/occupant should be aware of the many minor safety measures that when taken, will ensure protection for yourself and your property.
 - a. Last person leaving the pool area, lock the pool door.
 - b. Last person leaving the card room and Fiesta Room is to make sure the lights are off and the air conditioner is shut off.
 - c. Report, or shut off, if possible, any unnecessary running water.

- d. Any unusual or suspicious situation should be reported to any one of the directors.

By taking a little time out to follow these small safety measures, you are protecting yourself, your family, your guests, your neighbors, and your property.

**THE BOARD OF DIRECTORS
BONA VISTA CONDOMINIUM**



ACKNOWLEDGMENT AND RECEIPT OF THE RULES AND REGULATIONS

I/We hereby acknowledge that I/We have been given a copy of the BONAVISTA CONDOMINIUM ASSOCIATION INC Rules and Regulations based upon my/our application as a Lessee(s) for Unit Number _____. I/We have received, read, and understand and will abide by the BONAVISTA CONDOMINIUM ASSOCIATION INC Rules and Regulations.

Applicant Signature

Date

Co-Applicant Signature

Date

Additional Applicants over 18 years old

Date

Additional Applicants over 18 years old

Date

Additional Applicants over 18 years old

Date