

**PARK LAKE AT PARSONS CONDOMINIUM ASSOCIATION**

208 Lakes Parsons Green Brandon, FL 33511

A Not for Profit Condominium

Bldg./Unit # \_\_\_\_\_

Tenant or Owner (circle one)

Last Name: \_\_\_\_\_

**BUYER OR RENTER APPLICATION CHECKLIST**

**Please Note:**

- Married Couple, with or without minor child(ren): Submit one complete application and \$100 application
- One Adult, with or without minor child(ren): Submit one complete application and \$100 application fee
- Unmarried Adults, with or without child(ren): **Submit two complete applications and \$100 fee per adult.**
- \$100 Move in fee per unit

**Processing time can take up to 4 weeks. Rush request for applications cost \$35 for applicants in the U.S. (no rush is available for applications outside the U.S.).**

Check or Money Order made out to: **Park Lake at Parson's Condo Assoc. NO CASH ACCEPTED.** For out of country residents, fees will vary depending on country.

1. \_\_\_\_\_ Signature(s)
2. \_\_\_\_\_ Copy of Florida Driver's License or State issued ID Card(s)/Passport
3. \_\_\_\_\_ Copy of current Vehicle(s) Registration(s) for parking permit
4. \_\_\_\_\_ Social Security Number(s)
5. \_\_\_\_\_ **Copy of insurance (Owner H06 or Renter's Insurance)**
6. \_\_\_\_\_ Copy of Pet agreement and pet information (if applicable)
7. \_\_\_\_\_ Telephone Number(s) for Applicant(s)
8. \_\_\_\_\_ E-mail address(es) for Applicant(s)
9. \_\_\_\_\_ Complete present address
10. \_\_\_\_\_ **Check or Money Order payable to Park Lake at Parsons Condo Assoc. NO CASH!**
11. \_\_\_\_\_ Signed Garnishment Agreement in case of delinquency
12. \_\_\_\_\_ Copy of Settlement statement, Management Agreement, or Lease (for renters) and
13. \_\_\_\_\_ Copy of sales contract if purchasing
14. \_\_\_\_\_ Signed Rules and Regulations for Park Lake at Parsons

A copy of approved application is to be sent to:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Fax: \_\_\_\_\_

\_\_\_\_\_

E-mail: \_\_\_\_\_

Subject to Board of Directors final occupancy approval, the following were issued:

Access Control Swipe Card(s) (1) \_\_\_\_\_ (2) \_\_\_\_\_

Parking Permit Decal(s) (1) \_\_\_\_\_ (2) \_\_\_\_\_

Replacement Parking Decal: \$5.00 (if lost or misplaced)

Replacement Access Swipe Card: \$55.00

**ONCE APPROVED ALL LEASES MUST BE PROVIDED REGARDLESS OF MOVE-IN DATE**

# PARK LAKE AT PARSONS CONDOMINIUM ASSOCIATION

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## APPLICATION FEE SCHEDULE

Please note that the applicant(s) are responsible to follow all rules and regulations. Any owner/tenant violating same will subject the owner to liability of eviction, fines, costs and attorney's fees.

The association's rules and regulations can be downloaded from the association website:

[www.ParkLakesCOA.com](http://www.ParkLakesCOA.com)

Please fill out the enclosed forms and send them to the association's office with application fee(s) as follows:

**Any Adult over the age of 18**, with or without children, must submit a completed application with \$100.00 fee. (An application and fee will be submitted per person) **Rush Fee of \$35 per applicant for less than 4 weeks within the USA. Initial:** \_\_\_\_\_

**For out of country residents' costs will vary depending on country. NO RUSH AVAILABLE ON ANY APPLICATIONS OUTSIDE THE USA/FOREIGN COUNTRIES**

**ALL FEES ARE TO BE MADE BY CHECK OR MONEY ORDER PAYABLE TO: PARK LAKE AT PARSONS CONDO ASSOC. NO CASH WILL BE ACCEPTED.**

### Criteria for Applicants

The following will be sent to legal council for further review:

- Felonies
- Misdemeanors
- Sexual offenders
- Crimes of moral turpitude

Please sign here stating that you understand our criteria for applicants: \_\_\_\_\_

Thank you for adhering to these requirements as set forth in the Governing Documents of the Condominium Association.

Respectfully,

Janice Powell, LCAM

e-mail: [info@jpowellenterprises.com](mailto:info@jpowellenterprises.com)

(813) 409-3813 O. (813) 409-2086 F.



**PLEASE NOTE: APPLICATIONS WILL NOT BE PROCESSED UNTIL ALL DOCUMENTS ARE SUBMITTED AND ALL REQUIRED FEES ARE PAID. NO EXCEPTIONS.**

**\*\* A COPY OF A SIGNED LEASE AND BOARD APPROVAL IS REQUIRED PRIOR TO MOVE IN\*\***

# APPLICATION FOR PURCHASE OR RENTAL

*Unmarried Co-Applicants fill out a separate application. Do NOT leave any blank spaces.*

Occupant 1: \_\_\_\_\_ SS#: \_\_\_\_\_  
Last Name First Name Middle Name

DOB: \_\_\_/\_\_\_/\_\_\_ Driver's License#: \_\_\_\_\_ State: \_\_\_\_\_  
(Copy must be attached to application)

Phone ( ) \_\_\_ - \_\_\_\_\_ E-mail address: \_\_\_\_\_

Occupant 2: \_\_\_\_\_ SS#: \_\_\_\_\_  
Last First Middle

DOB: \_\_\_/\_\_\_/\_\_\_ Driver's License #: \_\_\_\_\_ State: \_\_\_\_\_  
(Copy must be attached to application)

Phone ( ) \_\_\_ - \_\_\_\_\_ E-mail address: \_\_\_\_\_

## Minor's under 18:

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Present Address \_\_\_\_\_  
Street City State Zip

From \_\_\_\_\_ to \_\_\_\_\_

Occupant 1 Employer \_\_\_\_\_

Phone # \_\_\_\_\_ Position \_\_\_\_\_

Supervisor Name \_\_\_\_\_

Occupant 2 Employer \_\_\_\_\_

Phone # \_\_\_\_\_ Position \_\_\_\_\_

Supervisor Name \_\_\_\_\_

## **If Buying:**

Realtor \_\_\_\_\_ Phone # \_\_\_\_\_ Email: \_\_\_\_\_

Title Company: \_\_\_\_\_ Contact person: \_\_\_\_\_

Phone# \_\_\_\_\_ Email \_\_\_\_\_

## **If Leasing:**

Management Company/Owner: \_\_\_\_\_

Phone# \_\_\_\_\_ Email: \_\_\_\_\_

Have you applied for Residency in the past 2 years, but not move in?

Applicant: Yes \_\_\_\_\_ No \_\_\_\_\_ Spouse: Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever had adjudication withheld? Have you ever been convicted of a crime?

Applicant: Yes \_\_\_\_\_ No \_\_\_\_\_ Spouse: Yes \_\_\_\_\_ No \_\_\_\_\_

If you answered yes to any of the above questions and/or there is any other information you would like to provide, please do so on the back of this sheet.

**AUTHORIZATION OF RELEASE OF INFORMATION** - Applicant(s) represent(s) that all of the above information and statements on the application for purchase/rental are true and complete and hereby authorizes an investigative consumer report including, but not limited to: residential history (mortgage or rental), employment history, criminal history records, court records and credit records. **This application must be signed before it can be processed by Association Management.** Applicant acknowledges that false or omitted information herein may constitute grounds for rejection of this application, termination of right of occupancy, and/or forfeiture of fees and/or deposits and may constitute a criminal offense under the laws of this State.

**NON-REFUNDABLE APPLICATION FEE** - Applicant(s) agree(s) to pay \$ \_\_\_\_\_ for a non-refundable application processing fee. **\*Note: Pricing of fees may vary per applicant and country.\***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Occupant 1

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Occupant 2

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Occupant 3

Is this a lease: Yes: \_\_\_\_\_ No: \_\_\_\_\_

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**PLEASE ATTACH A COPY OF SETTLEMENT STATEMENT AND/OR LEASE IF APPLICABLE. IF LEASING PROPERTY PLEASE PROVIDE INFORMATION BELOW (IF APPLICABLE):**

Management Company: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_ Contact Person: \_\_\_\_\_

# PERMITTED PARKING ONLY

ANY LEASE OF A UNIT ON THE PREMISES DOES NOT GUARANTEE THE RIGHT OF ANY PARKING SPACES.

## OPEN PARKING- UNASSIGNED PARKING

Year/Make Model: \_\_\_\_\_

Tag#: \_\_\_\_\_ VIN#: \_\_\_\_\_

Year/Make Model: \_\_\_\_\_

Tag#: \_\_\_\_\_ VIN#: \_\_\_\_\_

I have read and understand the rules and regulations and agree to faithfully abide by all such rules. I understand that **ANY VEHICLE NOT IN COMPLIANCE MAY BE TOWED AT THE OWNER'S EXPENSE**. I also understand that may be required to update this form when deemed necessary by the management. Management has the right to revoke the parking permit at any time and thus the permit becomes invalid.

### NO OVERNIGHT PARKING OF THE FOLLOWING:

Trailers, motorcycles, commercial vehicles, motor homes or any vehicle which bears any markings visible from outside or any vehicle which carries commercial equipment, tools, ladders, paint cans or supplies within the bed or with fifth wheel set-up, dual rear wheels with camper provisions for external hook-up and/or other living accommodations, any pick-up that extends beyond the boundaries of a parking space or overhangs the curb. Pickup trucks that are used as personal transportation shall be permitted. Under no circumstances may a van or other vehicle be lived in overnight. Vehicles in violation will be towed at owner's expense.

### NO MOTORCYCLES OR COMMERCIAL VEHICLES ARE ALLOWED ON PROPERTY.

**Also prohibited are:** boats, water equipment, bicycles, sails, canoes or rafts stored on or attached to parked cars, and vehicles with raised or lowered suspension that emit excessive noise, fluids or smoke. **Neither non-operational, unlicensed vehicles nor those with expired license tags may be parked for repair or restoration. NO VECHILE REPAIRS ARE ALLOWED ON PROPERTY.**

\_\_\_\_\_  
Signature of Owner or Tenant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner or Tenant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner or Tenant

\_\_\_\_\_  
Date

**PARK LAKE AT PARSONS CONDOMINIUM ASSOCIATION**

**A Not for Profit Condominium**

**NOTICE TO UNIT OWNERS AND THEIR TENANTS**

**GARNISHMENT NOTICE**

Owner and/or Tenant,

The Board of Directors of Park Lake at Parsons would like to make you aware of a Florida Statute requirement pertaining to Unit Owners who rent their units and become delinquent. Pursuant to Florida Statutes, Section 718.116(11), we have the right to demand renters to pay the rent directly to the association until notified otherwise. If this situation does arise and the renter does not adhere to this policy, the association does have the right to evict the tenant.

Please acknowledge your agreement to adhere to this requirement.

\_\_\_\_\_  
Printed Owner's Name

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Tenant Name Printed

\_\_\_\_\_  
Tenant Signature

\_\_\_\_\_  
Date

**Park Lake at Parsons Condominiums**  
**Pet Agreement/Addendum**

Association agrees Owner/Tenant is permitted to keep the following pet(s) on the Premises in accordance with this Addendum and Owner/Tenant agrees to abide by the Addendum. No other pet(s) are permitted to be within the Premises at any time without the prior consent of the Association.

Pet 1	Pet 2
Pet Type: _____	Pet Type: _____
Breed: _____	Breed: _____
Weight: _____	Weight: _____
Pet Name: _____	Pet Name: _____
Owner Name: _____	Owner Name: _____
Description of pet: _____	Description of pet: _____

1. Owner/Tenant shall provide to Association:
  - Pictures of said pet(s) to keep on file in case of emergencies.
  - Copies of all veterinary records of shots for said pet(s) and keep said shots up to date.
  - Copy of pet insurance for said pet(s) to be kept on file.
2. Owner/Tenant shall agree to comply with all applicable community association rules and regulations, statutes, local ordinances and applicable laws.
3. Owner/Tenant shall indemnify, hold harmless and defend Association against any and all liabilities, judgments, actions, suits, costs, expenses, claims or losses by third party for injury to a person or damage to property caused by Owner/Tenant's pet(s).
4. Owner/Tenant agrees to remove Owner/Tenant's pet(s) immediately and permanently upon Association's written demand if Association determines Owner/Tenant has violated any terms or provisions of this Addendum.
5. Owner/Tenant agrees to provide documentation for service animal.

\_\_\_\_\_  
Owner/Tenant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner/ Tenant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner/ Tenant

\_\_\_\_\_  
Date

**Park Lake at Parsons Condominiums**  
**Insurance Agreement/Addendum**

Owner/Tenant agree(s) to establish AND maintain H06/ Renter's insurance with accordance with this Addendum and amended condominium documents. **Attached Certificate of Insurance required**

**Renter's Insurance policy information (if Tenant):**

Name of Insurance Company: \_\_\_\_\_

Date of Policy Expiration: \_\_\_\_\_ Policy #: \_\_\_\_\_

Agent: \_\_\_\_\_ Contact #: \_\_\_\_\_

**H06 Insurance policy information (if Owner): Attached Copy of COI required**

Name of Company: \_\_\_\_\_

Date of Policy Expiration: \_\_\_\_\_ Policy #: \_\_\_\_\_

Agent Name: \_\_\_\_\_ Contact #: \_\_\_\_\_

\_\_\_\_\_  
Owner/Tenant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner/ Tenant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner/ Tenant

\_\_\_\_\_  
Date



**ASSOCIATION APPROVAL OF PURCHASER/TENANT**

Property Address: \_\_\_\_\_

Tenant/ Buyer: \_\_\_\_\_

Owner/Seller: \_\_\_\_\_

**Pursuant to the Declaration of Condominium, the Board of Directors of Park Lake at Parsons Condominium Association, Inc., has approved the purchase/lease of the above unit, and do hereby confirm the same by this document.**

Board Member Approved: YES \_\_\_\_\_ NO \_\_\_\_\_

LCAM (Agent): \_\_\_\_\_

Date Signed: \_\_\_\_\_