



Appendix

Appendix A Lease Rental Application Information

Before any Lease can be approved by the Pineapple House Board of Directors, the Unit Owner or Owner's Agent must provide required all of the information contained in this Appendix A. The following pages provide the required instructions to complete the Lease Rental Application, as all information is necessary in determining whether the Lease will be approved or not. This Form must be filled out and submitted with a copy of the Lease provided by the Unit Owner or Owner's Agent.



Pineapple House Condominium Association **Lease Rental Application Instructions**

TO APPLY, THE FOLLOWING IS REQUIRED:

1. All applications must be filled out entirely and signed by the applicant on all pages.
2. A separate application must be filled out for EACH applicant 18 years old and older.
3. A processing fee of \$100.00 in cash, money order, or check must accompany this application. Only one \$100.00 processing fee is required per unit, no matter how many applications are submitted for the Lease Rental Application. Money orders and checks should be made payable to Pineapple House Condominium Association.
4. Photo documentation (driver's license, military ID or state ID) is required for each applicant 18 years and older.
5. You must disclose ALL pets, vehicles of any nature and water filled furniture.
6. ABSOLUTELY NO APPLICATION WILL BE PROCESSED WITHOUT RECEIPT OF THE PROCESSING FEE. For renewal applications, the processing fee will apply unless it was paid as part of a previous Lease Rental Application for the same tenant with adjoining termination and renewal dates with Pineapple House Condominium Association.

YOU ARE HEREBY NOTIFIED OF THE FOLLOWING PROCEDURES & POLICIES:

1. The processing fee is NON-REFUNDABLE.
2. Pets must be approved by the Pineapple House Condominium Association.
3. If you have water filled furniture, you must provide Pineapple House Condominium Association with proof of insurance. Florida Statute 83.535
4. If you have or plan to have an electric vehicle and need to recharge said vehicle on-site, you must arrange with your Landlord for installation of a charging station.

APPLICANT'S SIGNATURE _____ DATE _____



Pineapple House Condominium Association **Tenant Rental Application**

Landlord _____ Requested Move-In Date _____
Location of Residence _____

APPLICANT INFORMATION:

Full Name _____
Home Phone () _____ Work Phone () _____ Cell Phone () _____
Date of Birth _____ Social Security No. _____
Drivers License No. _____ State _____
Names and Birth Dates of everyone who will live in the residence _____
List all pets/type/weight _____
Email Address _____
Vehicle Make/Model _____ Year _____ License/State _____

EMPLOYMENT INFORMATION:

Applicants Employment Status _____ Full Time _____ Part Time _____ Student _____ Unemployed
Employer _____
Address _____
Job Title _____ Dates employed _____
Supervisor Name _____ Phone () _____
Monthly Pay _____

If you would like us to consider other sources of income for this Rental Application, please list the amount and the person we may contact for confirmation. Please do not reveal alimony, child support, or anyone else's income unless you want us to consider it in this Tenant Rental Application.

Amount \$ _____
Contact Name _____

RESIDENTIAL HISTORY FOR LAST 5 YEARS:

Current Address _____
Move In Date _____ Rent \$ _____
Owner/Agent _____ Phone () _____
Reason for Leaving _____

Previous Address _____
Move In Date _____ Move Out Date _____ Rent \$ _____
Owner/Agent _____ Phone () _____
Reason for Leaving _____

Previous Address _____
Move In Date _____ Move Out Date _____ Rent \$ _____
Owner/Agent _____ Phone () _____
Reason for Leaving _____

Applicant's Initials _____



PLEASE ANSWER ALL OF THE FOLLOWING QUESTIONS:

(Please attach a separate sheet, with signature, if necessary to explain affirmative answers)

Will you have any water filled furniture? _____ If so, please specify _____
Have you ever been evicted from a rental residence _____ If so, please specify _____
for something other than payment of rent? _____ If so, please specify _____
Have you ever been charged with a felony? _____ If so, please specify _____
Have you ever been charged with a misdemeanor? _____ If so, please specify _____

I, **THE UNDERSIGNED APPLICANT**, affirm the information contained in this two page Tenant Rental Application is true, accurate, and complete. I authorize Pineapple House Condominium Association the power to verify any and all information contained in this Tenant Rental Application, including authority to order and review a Criminal History Background Check. Misstatements, either false or incorrect, can be deemed reason for denial of occupancy. I acknowledge that all of the information I have disclosed is material and Pineapple House Condominium Association is relying on the information to decide whether to grant or deny this Application.

APPLICANT'S SIGNATURE _____ DATE _____

ACKNOWLEDGMENT

I acknowledge that my prospective Landlord has provided me a copy of the Pineapple House Condominium Association governing documents, including but not limited to the Declaration of Condominium, Articles of Incorporation, By-Laws, and Rules & Regulations, and I hereby agree to abide by the covenants, restrictions and rules as stated.

APPLICANT'S SIGNATURE _____ DATE _____

For Association Use Only:

Processing Fee Paid: _____

Board of Directors Approval: President: _____ Date _____

Vice President: _____ Date _____

Treasurer: _____ Date _____

Management Agent Acknowledge and File: _____ Date _____

Pineapple House Condominium Association, Inc
1437 Pineapple Ave
Melbourne, FL 32935

Rules & Regulations for Leases from Rules & Regulations of Pineapple House Condominium Association, Inc.
XV. Rentals and Leases Rentals and Leases

- 1) No Unit Owner may lease all or any part of a Unit in a manner which is not in compliance with the Condominium or Governing Documents of the Pineapple House Condominium Association, including these Rules and Regulations.
- 2) No Unit shall be leased for less than SIX (6) consecutive months.
- 3) All leases shall be in writing and shall be subject to the Condominium or Governing Documents of Pineapple House Condominium Association, including these Rules and Regulations, and shall be approved by the Board of Directors.
- 4) The Association has the right to approve/disapprove leases based on Lease content and Tenant Rental Application(s) (see Appendix A).
- 5) No Tenant or Occupant shall occupy the Unit to be leased until Lease is approved in writing by the Board of Directors.
- 6) As leases are for a specific period of time, Unit Owners or their Agents must repeat the lease approval process when attempting to Renew or Extend a lease. 9
- 7) The following procedures shall be used to Approve/Disapprove all leases and renewal applications: a. A Unit Owner intending to lease his/her Unit shall give the Board of Directors written notice of such intention at least FOURTEEN (14) days prior to the proposed lease move-in date or start date of a renewal. b. Such "notice requirements" shall include the following: i. A \$100 non-refundable Lease Rental Application fee. This applies for renewals and extensions that have not previously paid the application fee; ii. A fully completed Rental Application for each proposed Tenant 18 years old and older; and iii. An executed and signed copy of the proposed lease. c. No lease or rental application will be considered by the Association until ALL items identified as "notice requirements" have been turned in to the Board of Directors. d. Approval: After the required notice and all information, application(s), and application fee have been provided, the Board of Directors shall approve or disapprove the lease within FOURTEEN (14) days. If the Board of Directors neither approves nor disapproves within this time period, such failure to act shall be deemed the equivalent of approval, and on demand the Board of Directors shall issue a letter of approval to the Unit owner. e. Disapproval: A proposed lease shall be disapproved only if a majority of the entire Board of Directors so votes, and in such case the lease shall not be made. Appropriate grounds for disapproval shall include, but not be limited to, any one or more of the following: i. The lease fails to meet the requirements as directed in the By-Laws and all limitations provided for in any of the Governing Documents; or ii. The Unit Owner fails to give proper notice of his intention to lease his/her Unit to the Board of Directors; or iii. The required Lease Rental Application fee is not paid. f. Notice of disapproval shall be sent or delivered in writing to the Unit Owner.
- 8) A lease to the same Tenants which has been previously approved by the Board of Directors using the criteria set forth in these Rules and Regulations of the Association may be extended or renewed by the Board without need for further review, approval or application fee. However, the Board of Directors expressly reserves the right to subject any renewal or extension to a separate and additional review and/or fee if the Board of Directors determines that the Tenant(s) or lease has failed to comply with the Condominium Documents of Pineapple House Condominium Association, including these Rules and Regulations, during the previous term.
- 9) Tenants shall abide by all Condominium Documents of the Pineapple House Condominium Association, including these Rules and Regulations.
- 10) Unit Owner shall be jointly and severally responsible for any damages caused by Tenants, Guests, or Occupants, to common area areas and limited common areas. 10
- 11) Unit Owner and Tenants shall be held responsible for violation of Condominium Documents of the Pineapple House Condominium Association, including these Rules and Regulations.
- 12) Unit Owner is responsible for providing a copy of the Condominium or Governing Documents of the Pineapple House Condominium Association and these Rules and Regulations to their Tenants and Occupants.

Print Name _____

Sign _____

Date _____

Date_____

Unit_____

Pineapple House Condominium Association, Inc
1437 Pineapple Ave
Melbourne, FL 32935

Please complete this form and return it to the Association via email at 1437phcam@gmail.com or via regular mail

Renter Name: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Renter Name: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Other Occupants Living in Unit: _____

Off-Sight Address: _____

Emergency Contact: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Pet Information: Submit photo for records

Animal _____ Breed _____ Weight _____ Age _____ Name _____

Animal _____ Breed _____ Weight _____ Age _____ Name _____

Vehicle Information:

Make _____ Model _____ Year _____ License Plate _____ State _____ Color _____

Make _____ Model _____ Year _____ License Plate _____ State _____ Color _____

Lease Start _____ Lease End _____

Date_____

Unit_____

Pineapple House Condominium Association, Inc
1437 Pineapple Ave
Melbourne, FL 32935
Renter Permission Slip for E-Mail/Electronic Communication

I/we give my/our permission for Pineapple House Condominium Association, Inc.
to e-mail (electronically transmit) me/us official documents, invoices, violations, security and
safety alerts and any and all information relating to events and operations of
Pineapple House Condominium Association, Inc

Email Address:_____

Renter Name:_____

Renter Signature:_____

Email Address:_____

Renter 2 Name:_____

Renter 2 Signature:_____

Email Address:_____

Renter 3 Name:_____

Renter 3 Signature:_____

Please return this form to Pineapple House Condominium Association, Inc
via mail or email to 1437phcam@gmail.com . In the event your email address has changed,
please inform us so that we may update our records.

For Pineapple House Condominium Association, Inc

A&E Property Solutions