

Laurel Estates at Wycliffe Homeowners Association, Inc.

Instructions for Lease & Sale Application Form

1. Fill out the Property Owner Information form in full. Unmarried/unrelated residents will need to submit separate applications and fees. **Please do not leave any space blank.**
2. A fully executed copy of the lease/sale agreement must accompany the application.
3. The Application to lease/sell must be completed and returned by the current owner.
4. A copy of the Driver's License(s) of all residents that will be residing in the unit must accompany the application.
5. Applications with a delinquent account balance must be brought and kept current or the application will be returned incomplete and denied.
6. Pick-up trucks cannot be parked outside overnight; they must be kept in the garage.
7. Lessee shall not have domestic or undomesticated pets on the premises or common area.
8. For purchasers, you may only have a maximum of two (2) pets per household. No pets that weigh over 50 lbs. at maturity are permitted. No aggressive breeds are permitted; pit bulls, rottweilers, etc.
9. A lease is not effective nor may the unit be occupied by the respective lessee(s) without prior written approval by the Board of Directors of the Association.
10. The approval of any proposed lease is subject to the discretion of the Board of Directors of Laurel Estates. The Board of Directors has the right to reject any lease application for any reason.
11. No unit may be leased out more than two (2) times per year; each lease must be a minimum of four (4) months, and must comply with the Wycliffe and Laurel Estates Property Owners Association By-Laws.
12. Any changes in the lease that are made after the lease approval must be approved by the Laurel Estates Board of Directors.
13. Owners are to ensure that their tenants are familiar with the governing Rules and Regulations. Pick-up trucks are not allowed to be parked on driveways overnight, they must be in the garage.
14. Owners are responsible for providing the tenants with access control devices or submit in writing that the tenant will be purchasing the devices.
15. There is also an application required for the **Wycliffe Golf & CC HOA**. Please contact Jamie Hand at 561-472-6521 for instructions.
16. A check payable to **Laurel Estates** in the amount of **\$100.00** for the lease/purchase application fee.
17. A non-refundable check payable to **GRS Management** in the amount of **\$75.00** for the lease/purchase processing fee must accompany this application. The Board of Directors will render a decision within 14 Business days.
18. For a Lease, a check payable to **Laurel Estates** in the amount of **\$1,500.00** as a common area Security Deposit from the Owner. This is a refundable deposit if no damage has been done to the property. The refund will be sent to the person who provided the check, no exceptions.

****** Application will NOT be processed without the required fees. ******

******* INCOMPLETE APPLICATIONS WILL CREATE UNNECESSARY DELAYS*******

Submit the entire package including contract and checks to:
GRS Community Management
3900 Woodlake Blvd., Suite 309
Lake Worth, FL 33463

Should you have any questions, please contact GRS Management at (561) 641-8554 Ext. 132
Thank you.

Lease or Purchase Application

LAUREL ESTATES AT WYCLIFFE HOMEOWNERS ASSOCIATION, INC.

Please print legibly and complete all the sections

LEASE BEGIN DATE:	LEASE END DATE:
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UNIT INFORMATION

PROPERTY ADDRESS	MOVE-IN DATE
CURRENT OWNER NAME	CONTACT #

APPLICANT INFORMATION

APPLICANT NAME	CO-APPLICANT NAME
PRIMARY CONTACT #	PRIMARY CONTACT #
EMAIL	EMAIL
CURRENT MAILING ADDRESS	CURRENT MAILING ADDRESS
CITY-STATE-ZIP	CITY-STATE-ZIP
EMERGENCY CONTACT NAME & TELEPHONE	EMERGENCY CONTACT NAME & TELEPHONE
MARTIAL STATUS MARRIED () SINGLE ()	MARTIAL STATUS MARRIED () SINGLE ()

OTHER OCCUPANTS

NAME	RELATIONSHIP	DOB
NAME	RELATIONSHIP	DOB
NAME	RELATIONSHIP	DOB

REALTOR INFORMATION

REALTOR'S NAME	PHONE#	EMAIL
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LAUREL ESTATES AT WYCLIFFE HOMEOWNERS ASSOCIATION, INC.A
ADDENDUM TO LEASE APPLICATION

THIS ADDENDUM is made between _____ (“Landlord”) and
_____ (“tenant(s)”) for unit: _____ effective this _____ day of _____ 20 _____

and is intended to and shall supplement, amend and modify that certain Lease dated _____, in the following respects:

1. Tenant(s) are subject to and shall abide by Florida Statutes: Assessments: Tenant Occupancy: Where an owner is delinquent in any monetary obligation to the Association, the Association can make a demand for the tenant to pay to the Association the future monetary obligations related to the Association unit owed to the Association. The demand must be in writing. If the tenant fails to comply, the Association may have the tenant evicted in accordance with Florida Statutes. The unit owner shall give the tenant a credit against rent due to the unit owner for any amounts paid by the tenant to the Association.
2. In the event the landlord/owner becomes delinquent in payment of assessments (regular, general or special) or other charges to the Association, the Association may notify the tenant. Upon such notification, the tenant shall be obligated to pay the rent required under the lease to the Association, until all delinquent assessments and other charges have been paid in full. During the period of time the tenant is paying the rent to the Association, the landlord shall not seek to evict the tenant for non-payment of rent.

LANDLORD

Printed Name

TENANT

Printed Name

TENANT
