



# OCCUPANT REQUEST FORM

## CENTURY VILLAGE EAST

DEERFIELD BEACH, FLORIDA

(This request must be submitted with the "Property Transfer Application")

### OCCUPANT Information

First Name:  Last Name:   
Phone Number:  Email:   
Current Address:   
City:  State:  Zip:

### UNIT OWNER Information

First Name:  Last Name:   
Phone Number:  Email:   
CVE Address Unit of Occupation:

#### ***UNIT OWNER APPROVAL AND AGREEMENT:***

I am a resident of Century Village East requesting approval for the occupant listed above to be issued a resident ID. Pending approval from the respective building association, this occupant will be a fulltime resident of Century Village East occupying the unit stated above. I understand that if this occupant is not living in the above unit permanently that a Guest Pass is required rather than a resident pass. I understand that the building association of the unit of occupation is responsible for the approval of this occupant, pending a background check from the building's management company. Once a Property Transfer Application is submitted, with attached supporting documentation, the applicant will receive a criminal and financial background check from the building management company. These results will be shared with the building association to aid in their approval decision. I understand this vetting process is imperative to keeping our community safe and may take several weeks to complete. I understand some building associations require the occupant to be listed on the deed prior to approval, and in some cases, the deed may be required as supporting documentation.

### NOTARIZATION

#### ACKNOWLEDGMENT BY INDIVIDUAL:

STATE OF

COUNTY OF

The foregoing instrument was acknowledged before me this  day of  of 20

by , who is personally known to me or who has produced  as identification.

UNIT OWNER

NOTARY NAME

SERIAL NUMBER



SEAL