AVALON CONDOS

NON-RESIDENT PARKING APPLICATION:

Required Documents

1. Application filled out completely for each person requesting a parking decal
2. Driver's License
3. Social Security Card
4. Car Registration (Valid)
5. Car Insurance (Valid)

6. Background check will be done for adults 18+
7. 18+ years of age, Application fee of $75.00 (money order only)

   or

8. If minor, Application fee of $25.00 (money order only)

Owner AND/OR Property Management Company must Sign on page 4 before turning in the application!

ASSOCIATION USE ONLY

Application fee received (amount): _____ Date: _____Via: _____

Approve Date: _____ Denied Date: _____ Reason: _____

Owner / PMgmt Notified Date : _____By: _____

Signature of Board Member or Managing Agent: _____

AVALON CONDOS

NON-RESIDENT PARKING APPLICATION

IMPORTANT: Application fees are non-refundable. All applicants must have a valid Driver's License at the time of application. All applicants must provide either a Social Security card or letter from the Social Security Administration, dated less than one year from date of application, upon turning in application. One application packet is required per adult or per car decal. All applicants requiring a parking pass on a regular basis are required to complete the application. If 18 or older, you will need to do a background check. Applicants convicted in the past 7 years are subject to non-approval. THIS APPLICATION DOES NOT GRANT YOU RESIDENCY ON THE PROPERTY OF AVALON OF ORANGE COUNTY CONDOMINIUMS. Cost of application $25 for minors, cost of application with background check for 18+ years is $75.

NON-RESIDENT PARKING APPLICANT APPROVAL PROCESS

The Board of Directors has established the following guidelines for non-residents that requires to park on property consistently to meet the approval requirements as stated in the Association Documents.

You must do the following:

1) Parking permit-seeking non-residents must complete all sections of the application
2) Management to receive:
   A) Completed Non-Resident Parking Application
   B) Non-refundable application fee **$75.00 per applicant over 18+ years of age** in the form of **money order only** to be included with the application package. If a minor, a non-refundable application fee **$25.00 per applicant**. Make payable to The Avalon of Orange County COA, Inc.
   C) Copy of applicant(s) United States issued driver license/Identification (ID) and social security card. (Example: Florida issued driver's license or Florida Identification card.), Valid car insurance documents, and valid car registration.
3) **Approval processing: Allow 24-72 hours with a maximum of 5 business days**. Note processing will not begin until **ALL** items listed above are received.

Failure to complete the application requirements as listed above will delay or suspend the approval process. Included in this packet:

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1. Non-Resident Parking Applicant Approval Process
2. The Avalon of Orange County Non-Resident Parking Approval Criteria
3. Owner/Property Management acknowledgement
4. Non-Resident Parking Application
5. Emergency Contact/Criminal Background
6. Rules and Regulations Rider
7. First Advantage Release form
8. Parking Policy
9. Rules and Regulations
10. Vehicle Registration

AVALON CONDOS

The Avalon of Orange County Non-Resident Parking Approval Criteria

We are working with our owners to maintain a quality neighborhood. Therefore, we have a very thorough screening process. Please review the following list of criteria prior to making an application for a non-residency parking permit. All adults 18 and older must submit a fully completed, dated, and signed application with a $75.00 fee per applicant ($25.00 for minors) to The Avalon of Orange County HOA office. The following background check will be performed: criminal records.

Non-US or US Citizens without an SSN or ITIN: A copy of a non-expired VISA or GREENCARD must be provided, and a copy attached to the application. Visa holders must also provide a current I-94, I-94W (immigration approval to be in the US) or I-20 (International Student approval to be in the US).

Criminal Background Check: A criminal background check will be run on all applicants. An applicant may be automatically denied in the event the applicant(s) have ever been convicted of a felony or misdemeanor for a crime against a person, another person's property or against society. A criminal record must contain no convictions for crime involving violence, assault, battery, drugs, firearms, felonies within the past seven years and no sexual offences ever. If the record comes back "adjudication" withheld," nolle prose," or "adjudication deferred," further documentation may be required, and the applicant may be denied on that basis. An automatic denial will also occur should an applicant appear on the list of known terrorists and wanted fugitives as provided by the Office of Foreign Asset Control (OFAC), federal agencies include FBI or other state and local law enforcement agencies.

The applicant (s) agree that the parking permit shall be terminated and removed from vehicle in the event the applicant (s) related person living on the property moves out of the property, is/are convicted of a felony or misdemeanor for a crime against a person, another person's property or against society, and/or appears on the list of known terrorists and wanted fugitives.

Note: This requirement does not constitute a guarantee or representation that the resident or occupants residing in the Avalon of Orange County Condominium Association community have not been convicted of a felony or are not subject to deferred adjudication for a felony.

An approved parking decal will expire with either the expiration date of the car registration or the resident's lease expiration date, whichever comes first. If the tenant has no current lease on file, we cannot provide a parking permit. Lastly, for an extension of the parking permit when it expires - proof of new registration and/or updated lease from the tenant must exist.

I acknowledge receipt of this document: _____ **Date:** _____

Signature

AVALON CONDOS

AVALON OF ORANGE COUNTY CONDOMINIUMS ASSOCIATION, INC.

Date: _____

Address of Unit pertaining to Permit:_____

Name of Current Unit Owner/Tenant: _____

This application for Non-Resident Parking permit must be returned to the Association Management Office, at 4417 S. Semoran Boulevard, Orlando, Fl 32822, with a **$75.00 application fee per applicant 18 and older ($25.00 for minors requesting Non-Resident parking permit). Make payable to Avalon Condominiums.** ***PLEASE ALLOW 24-72 HOURS FOR PROCESSING.***

NOTE: Approval must be granted before the applicant will be permitted to park their car on property.

SECTION 1- TO BE COMPLETED BY OWNER

In compliance with the Declaration of Covenants and restrictions of the Association named above, I (we) hereby serve notice that as the owner(s), I (we) understand and hereby agree that I (we) am fully responsible for ensuring that my (our) Non-Resident guest(s) abide by the Association's Declaration of Covenants and Restrictions and Rules and Regulations. And the Parking Policy while on the property.

Owners(s) Signatures: _____

Owner(s) Names _____

Owners phone Number: _____

Owners Email Address: _____

Or contact my management company for details

Management Company Name: _____

Contact: _____ Telephone #: _____

Email Address: _____

Mailing Address: _____

AVALON CONDOS

SECTION 2 - TO BE COMPLETED BY APPLICANT:

Applicant Signature: _____ **Date:** _____

First Name: _____ Last Name: _____

SS#: _____ Date of Birth: _____

Driver's License: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____

Current Address: _____ Apt. or Unit #: _____

City: _____ State: _____ Zip Code: _____

SECTION 3 - EMERGENCY CONTACT INFORMATION

Person to notify in case of an emergency:

Name: _____ Telephone: _____ Relationship: _____

SECTION 4 - CRIMINAL BACKGROUND

Have you had adjudication withheld or been convicted of a felony? Yes_____ No_____

If you answered yes to the above question, please explain circumstances regarding the situation below:

_____

_____

_____

_____

SECTION 5 - AUTHORIZATION OF RELEASE OF INFORMATION

Applicant(s) represents that all the above information on the application for non-resident parking are true and complete, and hereby authorizes an investigative consumer report including criminal history. This application must be signed before it can be processed by management. Applicant(s) acknowledges that false or omitted information herein, may constitute grounds or rejections of this application, and may constitute a criminal offense under the law of the State.

Non- Refundable Application Fee: Applicant(s) agree to pay a $75.00 non-refundable application processing fee per applicant over 18 years of age, and $25.00 for minors.

Signature Applicant: _____ **Date**: _____

AVALON CONDOS

SECTION 6 - RULES AND REGULATIONS RIDER

By my signature below, I attest that I received and read the Rules and Regulations of the Avalon Condominiums Association, Inc. I have understood them, and I will fully comply with these rules. I understand that my non-compliance with any of the rules and regulations may subject the landlord to fines imposed by the association. Those fines and my failure to comply with any of the rules and regulations may result in additional costs to me and/or possible eviction.

In a well-run community, it is necessary to have Rules and Regulations to protect the quality of life of the residents. Without clear guidelines for the behavior of its residents and guests, a community is likely to deteriorate in safety, appearance, and property value.

The Rules & Regulations have been designated to ensure that your community will continue to be a safe, beautiful, and enjoyable place to live as well as a solid investment for each property owner.

Signature Applicant: _____ **Date**: _____

Please contact Management with any additional questions or concerns you may have. Management is available Monday through Friday between the hours of 9:00am and 5:00pm and may be reached by calling 407.737.4122 you may also email the Association office at avaloncondos@gmail.com.

AVALON CONDOS

FIRST ADVANTAGE

RELEASE FORM

I hereby authorize your company or any agent of your company, to contact any law enforcement agencies or persons to supply any information concerning my criminal history. I also hereby release any of the above from liability and responsibility arising from their doing so. Applicant acknowledges that false information herein may constitute grounds for rejection of this application. I believe to the best of my acknowledgment that all information I have provided is accurate and that I fully understand the terms of this release.

Photocopies of this authorization form may be made to facilitate multiple inquiries. In the event you do receive a photocopy of this authorization, it should be treated as an original and the requested information should be released to facilitate my/our application for non-resident parking permit ONLY.

Applicant Name: _____

Street Address: _____

City/State/ Zip: _____

Social Security #: _____-_____-_____ Date of Birth: _____/_____/_____

Driver's License: _____ Sex; _____

Applicant's Signature: _____Date: _____/_____/_____

*Email Address: _____

FIRST ADVANTAGE

P.O Box 7247-7782, Philadelphia, PA 19170-7782

Phone: 972-952-1480

www.resident.fadv.com

AVALON CONDOS

PARKING POLICY

1. All vehicles are required to have a permanent parking decal affixed to the front inside windshield (driver side) or a hanging Guest parking pass. Renter may obtain their decals from the office during business hours with the presentation of registration, insurance, and identification. No decal will be issued to a renter without a current lease. Owners will get a permanent sticker providing a Warranty deed.
2. Parking permits are limited to two (2) per unit free of charge. A 3rd PREMIUM parking permit will be charged $50.00 fee, and any additional car added after that will be $100.00 per car, with maximum cars allowed per unit being 4. Note: only ONE vehicle registered to a non-resident can be issued a decal by filling out a Non-Resident Parking Application. The costs of PREMIUM parking passes for 3rd and 4th additional car(s) and a Non-Resident Parking permit will be charged annually.
3. Upon renewal of the lease, renters need to bring in the lease along with expired parking permits to be issued an updated decal.
4. Minors living in a unit and turning 18, will need to become registered by doing a background check at the going rate. And for them to have a parking permit (also to be paid at the rate for which number of vehicles allowed per the unit).
5. All vehicles on Avalon property must be in good working order (i.e., no flat tires, junk vehicles, cracked windshield or missing windows). Any vehicles found with covers will be checked for current tag (license plate) and parking decals.
6. Any vehicle not found roadworthy for more than 24 hours or without decal, current registration, or incorrect license plate (not registered to the specific vehicle) are subject to towing at the owner's expense in accordance with the applicable law.
7. **No mechanical work shall be performed in the condominium grounds on any vehicle or engine except for emergencies (i.e., flat tires, dead battery, and checking fluid levels).**
8. Washing or waxing of motor vehicles shall be limited to the designated car wash area only.
9. Guests staying overnight or more than 24 hours are required to obtain a temporary Guest Parking pass from the HOA office for their vehicle. All guests must provide their driver's license, vehicle registration, and insurance (insurance must match the name listed on the registration) to be issued a temporary guest parking pass. Unauthorized vehicles on property may be towed in accordance with applicable law. **Any guest staying for more than two (2) weeks must register with the HOA office and will need to fill out a Non-Resident Parking Application.** Guest Parking passes are limited to 3 times for the same person, after that the guest will need to fill out a Non-Resident Parking Application.
10. No vehicle belonging to a unit owner, renter or to a member of the family or guest, tenant or employee of a unit owner shall be parked in such manner as to impede or prevent access to another parking space.
11. All vehicles shall be parked within the painted lines and pulled up close to the bumper without covering the sidewalk where applicable. As a security measure, all automobile doors should be locked.
12. Unauthorized vehicles should be reported to management. When filing a report please note the make, model, color, and tag # of the vehicle and location on the property.
13. **All vehicles not following the Parking Policy are subject to towing 24/7**. Please be aware that the following are reasons why your vehicle may be towed: expired tags, no valid parking permit, flat tires, double parking, inoperable vehicles, parking in a no parking zone, etc. Residents, please understand that if you do not have the proper documentation for your vehicle and there is no tag on the vehicle it will be automatically towed. If you purchase a new car from a private owner and you do not have tags, please advise the office so that we may contact the towing company and pick up a parking permit. **Not communicating with the office will constitute an automatic towing.**
14. Trailers cannot be kept on property. No storage of stoves, barbeques, refrigerators, flammable items (gas cans) or fluid containers, boats or bicycles ON trailers or pickups are allowed.
15. **No commercial vehicles are allowed on property.** Commercial vehicles described as being registered to a business name and/or insured under a business name. Any motor vehicle which bears or contains commercial information or commercial advertising on the exterior surface or which information, or advertising can be seen and read from the interior, provided, that this provision shall not be constructed to prohibit the following types of commercial information or advertising:
    i. Commercial information, which identifies the make and model of the vehicle or the name and location of the vehicle dealer.
    ii. No auto dealers can park their auction vehicles on property (NO dealer or transporter tags).
    iii. No "For Sale" signs are allowed on any vehicles.
16. Motorcycles must have block kickstands and motorcycles are not required to have a parking decal; however, all motorcycles and scooters must abide by the same rules and regulations of motor vehicles and are also subject to towing at owner's expense for violating any of the above rules and regulations.
17. Hired contractors/handymen must check in with the office prior to parking and beginning work to avoid the possibility of being towed. Upon check in further instructions will be provided. All trailer tongues must be placed directly on the asphalt to avoid damage to grass, sidewalks, irrigation, and backflows.
18. All cars must be parked front in you may NOT back in park.

I acknowledge receipt of this document: Signature: _____ Date: _____

AVALON CONDOS

Rules and Regulations Acknowledgment

INITIAL FOR EACH ITEM

In accordance with the Avalon of Orange County Condominium Association Rules and Regulations the following policies are strictly enforced:

___ANY GUEST STAYING MORE THAN TWO WEEKS MUST HAVE PRIOR ASSOCIATION APPROVAL AND BE REGISTERED WITH THE HOA OFFICE. Tenants are held responsible for the actions of their guests.

___NO ACCESS CARDS WILL BE ISSUED TO GUESTS/VISITORS.

___RESIDENTS' GUESTS MUST BE ACCOMPANIED WHILE USING THE AMENITIES AT ALL TIMES. Photo ID, Access Card and Pool Pass must be always carried when using the amenities or common areas, including but not limited to the pools, fitness center, laundry room, volleyball court, and club house social rooms.

___All vehicles are required to have an Avalon's parking decal affixed to the front inside window (driver's side) renters/owners may obtain their decals from the office during regular business hours with presentation of registration, insurance, and identification. Vehicles not properly displaying decals or Visitor Passes are subject to towing at the Owner's expense at any time. Please note, expired tags, inoperable vehicles, flat tires, double parking, and other parking violations will also be subject to towing (you may or may not receive a 24-hour warning sticker). And furthermore I agree to be held accountable if there is an accident involving my vehicle while on the property.

___I acknowledge these Rules and Regulations and agree that I will be responsible for violations or non-compliance. I will keep the HOA office updated of any changes in information provided in the Non-Resident Parking Application, including but not limited to, current phone numbers, vehicle information.

Printed Name_____

Signature_____Date_____

AVALON CONDOS

PARKING REGISTRATION

Permit Number OR Guest Parking #

Valid From Date Valid Until Date

Resident Name/ Visitor Name (As it appears on Vehicle Registration) Bldg & Unit #

License Plate # Driver's License # Lease Exp. Date

Make of Car Model Color Year

Name of Insurance Company Policy #

State Registered Tag Expiration Date

Provide a copy of following:

- Driver's license
- Car insurance
- Registration

Please place the parking decal in the driver side, lower left-front of the windshield and make sure that is clearly visible or if Guest Parking Pass, please hang the pass from the rear view mirror of the windshield and make sure that is clearly visible.

I, the undersigned, acknowledge that I have received a copy of The Avalon of Orange County Condominium Association, Inc. Parking Policy, and that I agree to abide by it. I, the undersigned, acknowledge that I have received the above numbered parking decal.

Resident Signature: _____ Date: _____

Visitor Signature: _____ Date: _____