



**HOMEOWNERS' ASSOCIATION, INC.**

6285 Riverwalk Lane

Jupiter, FL 33458

Office: 561-747-6209

[office@riverwalkhoa.biz](mailto:office@riverwalkhoa.biz)

[www.riverwalkhoa.biz](http://www.riverwalkhoa.biz)

**LEASING OR OCCUPANCY APPLICATION CHECKLIST**

**\*\*\*In order for your application to begin being processed all items below must be included. Keep in mind processing can be up to 30 days\*\*\***

**ARE ALL OF THE BELOW COMPLETED/ATTACHED?**

\_\_\_\_\_ Completed application. Pet information must include color photo and health certificate (if applicable, if not write "no pets" on pages 5 & 6)

\_\_\_\_\_ Completed background check(s) form must be completed by **each applicant or resident over the age of 18 years of age.**

\_\_\_\_\_ A single check or money order made payable to Riverwalk HOA.

- application fee \$250.00 per adult (unless married)
- background check per adult \$25.00

**Note anyone with a criminal conviction within the last 10 years cannot be approved for ownership or residency in accordance with Riverwalk's Governing documents.**

\_\_\_\_\_ Copy of Driver's License and valid vehicle registration

\_\_\_\_\_ A copy of the executed (signed by both lessor & lessee) lease agreement if applicable

INITIAL HERE: \_\_\_\_\_ ***UPDATED OCTOBER 2024 – Prior applications WILL NOT BE ACCEPTED; you must submit this version as it is most current***

# RIVERWALK HOA RESIDENT APPLICATION

**APPLICANT ACKNOWLEDGEMENT: By my/our signature below, I/we hereby certify:**

1. I/we have read, understand and agree to abide by all Riverwalk HOA Rules & Regulations and Governing Documents which are available on the website at [www.riverwalkhoa.biz](http://www.riverwalkhoa.biz)
2. That all information in this application is true and I/we understand that false or misleading information constitutes grounds for rejection and revocation of my right to reside on this property.
3. I/we give permission to conduct a nationwide law enforcement background investigation and credit check; that the HOA may deny the lease based on evidence that any occupant may pose a risk to the community or be unlikely to comply with the financial requirements of the lease. The board reserves the right to waive this restriction on a case-by-case basis.
- 4. No persons other than those on this application will reside in the unit. Anyone moving into the unit at a later date will be subject to association approval. No visitors may stay longer than 45 days without prior approval of the Board of Directors.**
5. I/we understand that the Association has the right to deny any application until any delinquent assessment is paid and/or until any violation of the governing documents is corrected.
6. During the term of the lease, if the owner becomes delinquent in the payment of any regular or special assessments due, the association shall notify the lessee and the lessee shall make the rental payment to the Association to cover unpaid maintenance fees. Said payments shall be delivered to the Riverwalk HOA at the above address.

OWNER'S SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

LESSEE OR OCCUPANT SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

LESSEE OR OCCUPANT SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_



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**APPLICATION TO LEASE OR OCCUPY**

**PLEASE PRINT CLEARLY**

TODAY'S DATE: \_\_\_\_\_ Riverwalk Address: \_\_\_\_\_

☐ LEASE (TERM DATES: \_\_\_\_\_) OR ☐ OCCUPANCY (START DATE: \_\_\_\_\_)

☐ CHECK THIS BOX IF LEASEE IS MEMBER OF THE UNITED STATES ARMED FORCES

**APPLICANT(S) INFORMATION:**

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

Telephone #: \_\_\_\_\_ Work Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

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

Telephone #: \_\_\_\_\_ Work Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Please name all occupants and relationship to Lessee (provide age of children and DOB for anyone over 18)

Name	Age	Relationship	Date of Birth
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_____	_____	_____	_____
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_____	_____	_____	_____
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_____	_____	_____	_____
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_____	_____	_____	_____
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**VEHICLES:**

Make of Vehicles	Model	License Plate #	Color	State	Year
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_____	_____	_____	_____	_____	_____
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_____	_____	_____	_____	_____	_____
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**Commercial Vehicles have restrictions and in some cases are not permitted. Please see Governing Documents for more information.** *"The parking of any and all vehicles shall be in accordance with Articles 7.1.11, 7.1.12, and 7.1.13 of the Association Declaration. Vehicles with commercial lettering are permitted provided that the lettering is covered with either blank magnets or car covers at all times while parked"*

# **RIVERWALK HOMEOWNERS ASSOCIATION – Background Check**

## **CONSENT TO OBTAIN CONSUMER REPORT ON SUBSCRIBER**

**Riverwalk Building and Unit No:** \_\_\_\_\_ - \_\_\_\_\_

I understand that you may obtain consumer reports that relate to my credit and/or criminal history. This information will, in whole or in part, be obtained from AISS, a Sterling Infosystems Company, 6111 Oak Tree Blvd, 4<sup>th</sup> floor, Independence, OH 44131, telephone 800-853-3228. I understand that you may be requesting information from various federal, state and other agencies or institutions, which maintain public and non-public records concerning my past activities relating to my credit and/or criminal history. This information will be reviewed by the Associations' Board Members and Employees of Riverwalk and may be reviewed by a unit owner if it's a rental.

For conformation of identity, a copy of your current driver's license must include with your request.

I authorize, without reservation, any party, institution, or agency contacted by AISS to furnish the above mentioned information:

_____	_____/_____/_____	_____	
Applicant Name (Last, First and Middle)	*Date of Birth	Social Security Number	
*Date of Birth is requested in order to obtain accurate retrieval of records.		If International please provide Number	Passport

\_\_\_\_\_  
Alias/Previous Name(s) (if Applicable)

_____	_____	_____
Current Physical Address	City & State	Zip code

_____	_____
Telephone Number:	Email:

_____	_____
Signature of Applicant	Date

## Riverwalk Pet Rules & Regulations

### Pets

No more than two (2) pets may be maintained in any Unit and only one of the two pets may exceed 50 pounds at maturity. Such pets shall be permitted to occupy any Unit or be permitted on any Common Area or Recreation Area after the effective date of this amendment. (Pets being maintained on the property prior to the effective date of this amendment which exceed such weight limitations shall be grandfathered.)

Effective July 22, 2016 Riverwalk Rules and Regulations no longer allow the following potentially dangerous pets being registered by new owners or tenants to reside in Riverwalk: Pit Bulls, Rottweilers, Doberman Pinschers, Chow Chows, Great Danes, Boxers, German Shepherds or Alaskan Malamutes. This Rule applies to mixed breed dogs containing any breeding from any of the above prohibited dog breed. If a dog's breeding is in question, DNA testing will be requested when applying for residency. If the DNA testing results show no dangerous breed exists, the HOA will incur the cost of said testing.

All pets permitted on the premises shall be under leash when walked or exercised outside of the Unit on the Common Areas or Recreation Areas or the adjoining land and docks leased from the South Florida Water Management District.

Each unit owner shall be responsible for removal of any pet waste and shall be personally liable for any costs incurred in the repair of damage caused by the pet or a pet owned by a tenant. A photograph or video recording of any unleashed pet or failure to immediately cleanup a pet's waste shall be deemed sufficient grounds to pursue a fine on the offending unit owner.

Pets shall not be permitted to create a nuisance including but not limited to persistent barking or whining or physically attacking other people or animals. Upon consideration by the Board of Directors, any pet deemed a nuisance shall be permanently removed by its owner from the property within fifteen (15) days after receipt (or the date of refusal to accept receipt) of written notification sent via Certified Mail, Return Receipt Requested..

Upon the death or disappearance of any grandfathered pet weighing in excess of 50 pounds, maintained in a Unit prior to the effective date of this amendment, no replacement pet may exceed the 50 pound (at maturity) weight limitation.

# PET REGISTRATION FORM

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Owner or Resident: \_\_\_\_\_

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

**Type of Pet** (Check One): ☐ DOG ☐ CAT ☐ BIRD ☐ OTHER \_\_\_\_\_

**How Many Pets:** (List each pet on a separate page)

Pet's Name \_\_\_\_\_ Pet's Age: \_\_\_\_\_

Pet's Weight: \_\_\_\_\_ Pet's License/Tag Number: \_\_\_\_\_

Attach copy of pet's "Proof of Vaccinations" must be included with the Pet Registration Form.

**Breed (*Be specific – give complete description, color, etc.*): A photo of each pet must be provided.**

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PLEASE ATTACH COLOR PHOTO(S) HERE

