

Property Application for Formalis Condominium

Property Name

How to Apply ?

1

You can go to
[Tenantev.com](https://tenantev.com) or scan
this QR Code.



then

2

Create a new account
and use the following
application code to begin.

8426

Property Application Code

Please read before applying

You must create a Tenant Evaluation account to apply, or you can sign in to your existing account.

The community you are applying to could request information such as Credit report (Social Security number necessary), Criminal background check, Eviction report, Proof on income, Personal and work verifications.

Important!

Application Fee: There is a cost associated with the application. You won't be charged until your digital application form is submitted at the beginning of the process. This application is linked to the email address you will use to create your new account. If you have questions regarding the application requirements, please contact the association directly. **Tenant Evaluation does not determine your approval. The community association screening committee makes the final decision after reviewing your application.**

Application process
my take up to 45 *minutes*
tenantev.com

Do you need help?



Email us at
support@tenantevaluation.com



Call us at
305.692.7900

FORMALIS CONDOMINIUM ASSOCIATION



CAM Firm License # CAB 4083
18901 SW 106th Ave Suite 210 Cuttler Bay FL 33157
Tel: 305-242-7174
www.ipmsmiami.com ApplicationsDept@ipmsmiami.com

OWNER / TENANT REGISTRATION

Listed below are the procedures and documents required by the Association for lease and purchase registration:

1. A non-refundable processing fee payable to Innovative Property Management in the amount of \$100 per applicant, can be paid via online and money order only. (Legally married couples counts as one applicant. Must provide marriage certificate.)
 2. All applicant(s) are required to complete a background check. *Individuals with criminal records will not be approved, clean records only.*
 3. Unit Owner form must be completed by the current buyer for purchases, or by the current owner and perspective tenants for leases.
 4. Copy of valid driver's license for all applicant(s).
 5. Vehicle Registration Form.
 6. Copy of valid vehicle registration and car insurance for each vehicle.
 7. Pet Registration Form.
 8. Acknowledgement confirming receipt of the Association Rules and Regulations. All prospective applicant(s) must sign and notarize the Addendum to Purchase/Lease. (Pg.5)
 9. Copy of the Executive Purchase or Lease Agreement.
 10. All applicants must be interviewed prior to final approval.
 11. Copy of the Section 8 HAP contract. (If applicable)
- Premature occupancy (before approval) is a failure to comply with the Formalis Condominium Governing Documents and the Rules and Regulations.

For Purchases

Title Company must contact the Management Company to obtain an Estoppel letter. The application will not be approved without a completed Estoppel. Estoppel must be requested by email to applicationsdept@ipmsmiami.com. The turnaround for the Estoppel is as follows: \$250.00 for (10) business days, or \$350.00 for (3) business days (RUSH) plus taxes and service fee. If the account is delinquent a fee of \$150.00 may apply.

Application process may take up to ten (10) business days from the time the completed application is received in our office to receive an approval or a disapproval letter from the BOD.

FORMALIS CONDOMINIUM ASSOCIATION

UNIT OWNER FORM

FOR USE BY THE MANAGEMENT COMPANY

Application for occupancy Purchase Lease

Property Address _____

Owner's Information: (Must be completed by the buyer for purchase and by the current owner for lease)

Name: _____

Mailing Address: _____

Phone Number _____

Email Address _____

Person(s) who will normally occupy the unit:

<u>Full Name</u>	<u>Relationship</u>	<u>Date of Birth</u>	<u>Email</u>	<u>Phone #</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Have you and/or the co-applicant(s) ever been evicted from any property? ____ If yes, provide detailed explanation.

For tenants:

Lease term is from _____ to _____.

** Copy of the Section 8 HAP Contract (If applicable)

FORMALIS CONDOMINIUM ASSOCIATION

VEHICLE REGISTRATION FORM

NO COMMERCIAL VEHICLES PERMITTED

Section I: General Information

Applicant(s) Name: _____

Property Address: _____

Phone #: _____ Email: _____

Section II: Vehicle Information

	Vehicle One (1)	Vehicle Two (2)
Make		
Model		
Year		
Color		
Tag number		
State		

*** Commercial vehicles, semi- trucks, boats, trailers, and jet skis are not permitted in the parking areas at any time.

FORMALIS CONDOMINIUM ASSOCIATION

PET REGISTRATION FORM

Applicant(s) Name _____

Address _____

Dog's information

Breed of Dog _____ Color _____

Weight _____ Rabies Tag # _____ State _____

*** Pets must be kept inside.

X _____

Applicant(s) signature

FORMALIS CONDOMINIUM ASSOCIATION

ADDENDUM TO PURCHASE/LEASE

This signed document acknowledges that the resident was provided a copy of Rules and Regulations of FORMALIS CONDOMINIUM ASSOCIATION, and that the resident has read said Rules and Regulations. All residents and guests must abide by these Rules and Regulations, if:

- a. The owner fails to adhere, the owner will be subjected to fines and/or injunctive relief legal action.
- b. The tenant fails to adhere, tenant will be subject to eviction.

This is to attest that all information provided on the attached information is true and correct and any false statements provided will result in disapproval and/or eviction.

Name _____ Signature _____ Date _____

Applicant #1

Name _____ Signature _____ Date _____

Applicant #2

FORMALIS CONDOMINIUM ASSOCIATION

EMERGENCY CONTACT

Name: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

Name: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____