



950 NE 14 Avenue, Hallandale Beach, FL 33009

Ph. 954-458-0129

www.fairwaysroyaleassn.com

CHECKLIST FOR RENTAL APPLICATION OF CONDO UNIT

Unit #: _____

- ☐ Signed and completed Application for Rental of Condo Unit
- ☐ Fully executed lease contract
- ☐ \$150.00 Application fee (non-refundable) - per applicant or married couple (with Marriage Certificate). Please make the check payable to Fairways Royale Association Inc.
- ☐ Photo IDs of all applicants - for international applicants, attach passport photo and international driver's license
- ☐ \$500.00 Security Deposit
- ☐ Signed Addendum to Lease Agreement from both owner and lessee(s)
- ☐ Parking # _____
- ☐ Storage # _____



Fairways Royale Association Inc.
950 NE 14 Avenue, Hallandale Beach, FL 33009
Ph. 954-458-0129 Fax: (954)458-7960
www.fairwaysroyaleassn.com

APPLICATION FOR RENTAL OF CONDOMINIUM UNIT

Note: Application must be filled out completely and a non-refundable \$150.00 screening fee must be attached per applicant or married couple, made payable to Fairways Royale Association, Inc. Approval can take up to 30 days upon receipt of COMPLETED application with all supporting documents and required signatures.

DATE: _____

APPLICANT NAME 1: _____ DOB: _____

MARTIAL STATUS: ☐ SINGLE ☐ MARRIED ☐ DIVORCE ☐ OTHER

SPOUSE'S NAME: _____ DOB: _____

COUNTRY OF CITIZENSHIP: _____

DRIVER'S LICENSE INFO: _____ STATE: _____

VEHICLE: MAKE: _____ YEAR: _____ COLOR: _____ TAG#: _____

PHONE: _____ EMAIL: _____

EMPLOYED (yes/no): _____ HOW LONG: _____ POSITION: _____ RETIRED (yes/no): _____

EMPLOYER: _____

Name	Address	Phone
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Have you ever been adjudicated guilty of a felony or first-degree misdemeanor _____ (yes/no)

If yes, for each offense, please state the following information: Name of court, state, conviction charge, conviction date and court sentence.

PERSONAL REFERENCES

NAME	PHONE#	RELATION	ADDRESS
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APPLICANT (1) EMERGENCY INFORMATION

Person to be notified _____

Relationship of person to be notified _____

Address of person to be notified _____

Phone number of person to be notified _____



Does intended occupant have a handicap that requires special accommodations? If so, describe

I _____ and my spouse _____ understand that I/we as an owner/tenant, pursuant to Fairways Royale Condominium Association governing documents, am obligated to abide by all rules and regulations set forth in the Declaration of Condominium, and as set forth by the Board of Directors may be amended from time to time.

(Signed) _____

Date: _____

APPLICANT NAME 2: _____ DOB: _____

MARTIAL STATUS: ☐ SINGLE ☐ MARRIED ☐ DIVORCE ☐ OTHER

SPOUSE'S NAME: _____ DOB: _____

COUNTRY OF CITIZENSHIP: _____

DRIVER'S LICENSE INFO: _____ STATE: _____

PHONE: _____ EMAIL: _____

Have you ever been adjudicated guilty of a felony or first degree misdemeanor _____ (yes/no)

If yes, for each offense, please state the following information: Name of court, state, conviction charge, conviction date and court sentence.

PERSONAL REFERENCES

NAME	PHONE#	RELATION	ADDRESS
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

APPLICANT (2) EMERGENCY INFORMATION

Person to be notified _____

Relationship of person to be notified _____

Address of person to be notified _____

Phone number of person to be notified _____

Does intended occupant have a handicap that requires special accommodations? If so, describe

I _____ understand that I/we as an owner/tenant, pursuant to Fairways Royale Condominium Association governing documents, am obligated to abide by all rules and regulations set forth in the Declaration of Condominium, and as set forth by the Board of Directors may be amended from time to time.

(Signed) _____

Date: _____

FAIRWAYS HOUSING ACT 1989 - UPDATED 1995

In order to maintain our status as an adult community, we must comply with many new requirements and regulations. Due to the changes in this law, it is now necessary to keep updated records of the birth dates of all owners, occupants, and lessees.

Please fill in the required information, sign, date and return to the office as soon as possible.

NAME OF PROSPECTIVE RENTER(s) AND DATE OF BIRTH:

ADDRESS: _____ APT. _____

BUILDING _____

APPLICANT SIGNATURE (1) _____

DATE _____

APPLICANT SIGNATURE (2) _____

DATE _____

APPLICANT(S) ATTESTATION AND SIGNATURE(S)

I/WE certify that all the above information is correct, and that any false statements shall be sufficient grounds for denial of this application. I authorize my current and former employers, any credit information agency any state driver license agency, any prior condominium board or apartment manager any bank, or any court, to furnish records of my service, credit, driver license, residency, bank account information and /or criminal information, together with all such other information as those agencies might have on me /us, whether on record or not. I/we further permit the Board of Directors to conduct such investigation as they deem appropriate and to obtain any record concerning me/us from any agency, I hereby forever release and discharge from any claims, liability, actions for damages, compensation or otherwise known or unknown. The Board of Directors of this condominium, its officers, agents and employees, and all other persons acting on its...behalf, any person or agency furnishing said information as a result of the investigation of this application or arising out of the disclosure of any information concerning the investigation of this application. A reproduced copy of this release shall be as valid as the original copy. I further understand that any interview committee is without the power to grant exceptions to condominium rules.

APPLICANT SIGNATURE (1) _____ DATE _____

APPLICANT SIGNATURE (2) _____ DATE _____

I HAVE _____ HAVE NOT _____ BEEN PROVIDED WITH A TRUE COPY OF THE DECLARATION, BY-LAWS, OR RULES.

I HAVE ATTACHED A FULLY EXECUTED COPY OF THE PURCHASE AND SALE CONTRACT TO THIS APPLICATION. (If not, explain why, and when one can be provided. No action can be taken further until a true copy of the contract is given to the Board.

BROWN'S BACKGROUND CHECKS
CONSENT TO OBTAIN CONSUMER REPORT ON SUBSCRIBER
Fairways Royale Association Inc.

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, 4th 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 Association and may be reviewed by a unit owner if it's a rental.

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

	/	/	
Applicant Name	Date of Birth*		Social Security Number
*Date of Birth is requested in order to obtain accurate retrieval of records.			
If International please provide Passport Number			

Alias/Previous Name(s) _____

	/	/	
Co-Applicants Name	Date of Birth		Social Security Number
If International, please provide Passport Number			

Alias/Previous Name(s) _____

Current Physical Address	City & State	Zip code

☐ **California, Minnesota & Oklahoma Applicants Only:** Please check here to have a copy of your consumer report sent directly to you.

Notice to CALIFORNIA Applicants

Under Section 1786.22 of the California Civil Code, you have the right to request from AISS, upon proper identification, the nature and substance of all information in its files on you, including the sources of information, and the recipients of any reports on you, which AISS has previously furnished within the two- year period preceding your request. You may view the file maintained on you by AISS during normal business hours. You may also obtain a copy of this file upon submitting proper identification and paying the costs of duplication services. Upon making a written request, you may receive a summary of your report via telephone.

SIGNATURE _____ DATE _____

Co-Applicant

SIGNATURE _____ DATE _____

INFORMATION SHEET

1. A Certificate of Approval is required before applicant may buy or lease any condo, which can take up to 30 days for approval upon receipt of completed package.
2. The new owner may lease his/her condo only with the approval from the Board of Directors, but not before ownership for two (2) years has been established.
 - a. The period of the lease cannot be for less than three (3) months and no more than one (1) year. No more than 1 rental in any 12-month period is allowed.
 - b. Renewal of condo lease must be approved by the Board of Directors.
 - c. If a condo is leased, a screening fee of \$150 non-refundable Cashier's Check or Money order made payable to Fairways Royale Association, Inc must be submitted with the Application, per individual applicant or Married couple along with a \$75.00 service charge per lease.
 - d. A refundable \$500.00 security deposit, Check or Money Order only, payable to Fairways Royale Inc. is required by the Board of Directors if a condo is leased. This check is to cover any possible damages or losses caused by the lessee to Fairways Royale or any unpaid fines in relation to the lessee's actions. The check will be deposited, and funds will be refunded after the end of the lease providing a determination has been made that there has been no damage to common elements or other association property caused by the tenant. The owner is responsible to pay for all losses caused by the lessee regardless of if the lessee makes payment to the owner.
 - e. No children under eighteen (18) years of age are permitted to reside in owned or leased condos.
 - f. Under no circumstances are pets of any kind permitted in owned or leased condos or around Fairways Royale grounds.
 - g. Visitors are not allowed to bring pets to the Fairways Royale grounds.
3. Before a condo is sold, prospective owners must pay a screening fee of \$150.00 non-refundable Cashier's Check or Money order made payable to Fairways Royale Association, Inc must be submitted with the Application, per individual applicant or Married couple. There is also a service charge of \$150.00 per sale of unit.
4. Visitors will not be permitted to stay in condos unless owners are in residence unless the guest is a parent of the unit owner/lessee, a child (or child's spouse) of the unit owner/lessee or a grandchild of the unit owner/lessee.
 - a. Maximum visitation is 28 days per calendar year.
 - b. During visitation by children under 18 years of age, owner or lessee must be in charge and responsible for their actions.
 - c. Minors must have adult supervision in pool and shuffleboard court.
 - d. No minors are allowed to play billiards.
5. New owners are encouraged participate in Fairways Royale social events. On Monday nights there is **Bingo** and there are several parties during the year.
6. The seller shall give declaration of condominium and amended By-Laws to the buyer. The "Blue Book" contains all the rules, regulations, and by-laws, which must be followed by all owners, lessees and guests. Copies are available in the office for a fee of seventy-five dollars (\$75.00). Buyer must have a copy of the By-Laws prior to screening and **had time to read it**.
7. Each owner is assigned **only one** parking space
 - a. Anyone who has more than one (1) vehicle must find another parking space by contacting a unit owner who is willing to lend or lease his/her empty parking space. The owner of that space must give written permission to the condo office acknowledging the use of the parking space by somebody else, specifying the name, color and license plate number of the car that will be parking in that space.
 - b. Unit owners or lessees are **not** permitted to use guest-parking space.
8. **Maintenance payments** and unpaid **ASSESSMENTS** must be **paid in full** at or before the time of closing. The buyer assumes responsibility for ALL delinquent and due payments after closing. Proof of payment at the closing (HUD closing form) or monies **MUST** be supplied to Fairways Royale before the approval will be given to the prospective buyers. Maintenance is due the first of each month. A late fee of \$25.00 will be charged after the 15th of the month.
9. The Board of Directors must screen all prospective residents before they are allowed to reside in that unit.
10. The screened prospective buyers cannot move into the unit or renovate the unit until closing has taken place.
11. The Condominium office must be notified two (2) days in advance when unit owners are moving items in or out of the building. This includes the following items: Refrigerator, Stove, Hot water tank, Dishwasher, Large pieces of furniture, tiles and other construction materials. [When tiling or sawing construction materials, the cutting must not be done on the catwalk]

or common areas; only the owner's balcony.] Two- (2) days advance notice must be given to the Condo office when any plumbing work or construction is to be done.

12. When buying new appliances or furniture, the following steps are to be taken: Arrange in advance with the store delivering the merchandise to remove the old items and boxes and to carry them away for disposal. These items may not be put in our dumpsters. NOTE: The city of Hallandale Beach **WILL NOT PICK THEM UP**. Any resident will be charged pickup fees of no less than \$100 if this rule is not obeyed. A deposit of two hundred and fifty (\$250.00) is required to cover any damage done to the building or elevator or if elevator padding is not returned. After inspection of the above and if no damage or loss has been found, the check left with the Condo office will be returned promptly. The Resident is responsible to immediately pay for any damages to Fairways and must pay these charges regardless of your collection from the business involved.
13. Seller or leaseholder must give the following items to the new condo owner or leaseholder, i.e.: (a) Two- (2) mailbox keys (or replace lock). (b) Two (2) Laundry room keys. These keys also open the Storage room, the exercise room by the pool and the shuffle equipment closet located in the Recreation Hall. (c) The new owner or lessee in case of an emergency MUST leave a duplicate set of keys for the condo unit in the Association's office. These keys are kept "locked and coded" in a keyed cabinet. (d) Two (2) Security keys (Medeco). These keys are used to enter the building you live in. If a key is lost it will cost seventy-five (\$75) to replace.
14. Buyer or lessor is entitled to a locker in the storage room previously owned by the seller. Newspapers and collapsed small cardboard boxes are to be put on the shelf in the entrance of the storage room. The janitor of the building will pick them up each morning except Saturdays and Sundays.
15. The garbage chutes are located between floors in the center of the stairwells of each building. Be sure to double bag the refuse before throwing it in the chutes to prevent rodents, insect infestation and odors!
16. Boxes of any size or kind and heavy objects are **not** to be thrown in these chutes. Boxes must be "broken down" and folded or cut up and put in the Dumpster downstairs. Heavy objects are to be brought directly downstairs and put in the building's Dumpster to prevent chute damage. Glass items must not be thrown down the chutes during the janitors' or maintenance people's working hours (7:30 AM to 5:00 PM), or when the dumpster room doors are open due to risk of eye injury from glass.
17. New owner must report to the Condo office his/her new and working telephone number/s so it/they can be programmed in the security system in the building and allow the unit owner to have visitor/s ring his/her condo unit for access to the building.
18. When you have been approved as a new owner or lessee, you will be expected to abide by all the rules and regulations in the declaration of Condominium and to share with the responsibilities to maintain the Premises in good order.
19. Washing machines and dryers use tokens only, which must be purchased from the condominium office. Laundry room hours are 8 Am until 9 PM.
20. Moving hours are Monday through Friday between the hours of 8 AM and 4:30 PM. Moves are not permitted on Saturday, Sunday nor holidays.
21. Construction noise is limited to the hours of 8:30 AM to 6:30 PM.
22. Lockouts - If you require the assistance of a board member or the condominium office to allow you to gain access to your unit there will be a \$15 charge.
23. Exterminator – The condominium association provides monthly pest control services for individual units. As a resident if you desire these services, you must be home on pest control days or provide the pest control company with a key to your unit.
24. If when moving in you find your storage lockers is locked and/or has item inside please contact the office before removing them.

Any failure of compliance with the rules or false information supplied will subject this contract to cancellation.

Prospective Lessee (1)

Date

Prospective Lessee (2)

Date

Interviewer Date

FAIRWAYS ROYALE CONDOMINIUM ASSOCIATION, INC.
ADDENDUM TO LEASE AGREEMENT

This addendum shall serve to modify and/or supplement that certain Lease Agreement dated _____, 20____ by and between _____ (hereinafter "Tenant(s)/Lessee(s)") and _____ (hereinafter "Owner(s)/Lessor(s)") being the Owner (s) of the property located at the following address: _____, Broward County, Florida (hereinafter the "Property"). Notwithstanding anything to the contrary in the aforementioned Lease Agreement, the parties hereto agree as follows:

1. The Owner/Lessor hereby acknowledges that this Addendum is being executed in the case that the maintenance and special assessment fee account for the subject Property ever becomes delinquent.
2. In the case that the maintenance and special assessment fee ever becomes delinquent, in an effort to bring the subject account(s) current, Lessor and Lessee hereby agrees that, upon written notice being issued by the Association, the Lessee shall pay to FAIRWAYS ROYALE CONDOMINIUM ASSOCIATION, INC.. (hereinafter "Association"), the monthly rent due under the Lease until the subject account is brought current. During this period, the monthly rental payments shall be made payable to Fairways Royale Condominium Association, Inc. and mailed to 950 NE 14 Avenue, Hallandale Beach, FL 33009. No reduction of the rental amount due under the lease is allowed during the time frame that payments are being paid to the Association.
3. Upon the subject maintenance fee account being brought current, the Association will provide the Lessor and Lessee with notice of same. Lessee may commence making payments directly to the Lessor upon receipt of said notice.
4. The Lessor and Lessee acknowledge and agree that the Association and/or its authorized agent shall have the irrevocable right to have access to each Property from time to time during reasonable hours as may be necessary for inspection, maintenance, repair or replacement of any common element therein or accessible there from, or for making emergency repairs therein necessary to prevent damage to the common elements or another property.
5. The Lessee acknowledges and agrees not to use or allow the use of the Property in a manner which violates the provisions of the Association's Declaration or Rules and Regulations or anything which violates any applicable law, code, ordinance or regulation of any governmental entity having jurisdiction over the Property operated by the Association or interferes with the rights of the other residents or the Association.
6. The Lessor and Lessee acknowledge and agree that the Association shall have the right to collect, and Lessee shall have the obligation to pay to Association, all rental payments and apply same against unpaid Assessments (as defined in the Declaration) together with interest, costs, late fees, reasonable attorney's fees and fines, if and to the extent that Owner(s)/Lessor(s) is delinquent in the payment of assessments, interest, cost, late fees, reasonable attorney's fees and/or fines. Owner(s)/Lessor(s) specifically grant the Association the right to notify Lessee(s) of any failure to pay Assessments or other charges so as to exercise the right contained herein and Lessee(s) shall make payment of all rent to the Association otherwise payable to the Owner(s)/Lessor(s), without deduction, until such delinquency is satisfied in full, or until the lease is terminated or expires, whichever occurs first. For so long as Lessee(s) have the obligation to pay rent to the Association, they shall not be in default of their obligations to Owner(s)/Lessor(s) for the failure to pay rent so long as all of such rental payments are being made in full to the Association pursuant hereto. Owner(s)/Lessor(s) and Tenant(s)/Lessee(s) release the Association from any liability under any federal or state laws regulating debt collection or credit reporting in connection with the exercise of the Association's rights pursuant hereto. Any Payments requested by the Association from Lessee resulting from Owner(s)/Lessor(s) delinquency in making said payments will not exceed in any one month the monthly rental payments payable by Lessee(s) to Lessor. The Association will not look to Lessee for payment until Lessee receives notification from the Association that Owner(s)/Lessor(s) is delinquent in the payment of assessments, interest, costs, late fees or reasonable attorney's fees. Upon Lessee making said payments, Owner(s)/Lessor(s) release Lessee from any liability resulting from making the payments to the Association.

7. The following persons are authorized to occupy the Property along with the afore-named Lessee(s):_____. No person other than those specifically identified herein shall be allowed to occupy the Property (except guests for no more than 14 days fourteen days), nor may the Lease be assigned without prior written approval of the Association.
8. Any violation of the terms of this Addendum, including the failure to pay rent pursuant to paragraphs 2 and 6, shall constitute a basis for the Association to require that all persons otherwise allowed to occupy the Unit vacate such unit upon five (5) days written notice. The Association may enforce these rights through an eviction action or through injunctive relief and it shall be presumed that the violation of any provisions hereof shall constitute irreparable harm and that the Association has no adequate remedy and would be entitled to a temporary injunction to enforce the requirement to vacate the Unit. In such proceedings, the Association shall not be required to join the Owner(s)/Lessor(s). Notwithstanding this, all fees and costs incurred by the Association with respect to said proceedings shall be at the sole expense of Owner(s)/Lessor(s). Said fees and costs incurred will be added to the Owner(s)/Lessor(s) account.
9. Nothing contained in the Lease, this Addendum, or the Association's Documents shall in any manner (i) be deemed to make the Association a party to the Lease or this Addendum (except to the extent necessary, if at all, to enable the Association to enforce its rights hereunder or under the Association's Documents), (ii) create any obligation or liability of the Association to Owner/Lessor or Tenant/Lessee including, without limitation, any obligation as a landlord under applicable law or any liability based on the Association's approval of Tenant pursuant to the Association's Declaration, such approval being solely for the benefit of the Association, or (iii) create any rights or privileges of Tenant under the Lease, this Addendum, or the Association's Documents in or as to the Association.
10. At the time of submission of an application for residency pursuant to a proposed lease of a Unit, the person seeking approval to lease the unit ("remitter/lessee") the proposed tenant shall be required to remit to the association, in addition to the required costs, certified funds equal to an amount determined by the Board of Directors from time to time, but in no event shall said amount exceed the equivalent of one (1) month's rent. Said funds shall be deposited into an escrow account maintained by the Association. The security deposit shall protect against damages to the common elements or association property. Payment of interest claims against the deposit, refunds, and disputes under this paragraph shall be handled in the same fashion as provided in part II of chapter 83.
11. To the extent that any Assessments and/or fines assessed against the Property remains unpaid at the expiration of the Lease, said amount shall be deducted from any Security Deposit being held by the Association. After the deduction of said Assessments and/or fines (if any), the remaining amount of the Security Deposit (if any) will be returned in accordance with the Association's policy regarding same.
12. If the subject tenant and rental agreement are governed by any housing authority including but not limited to Section 8 then a representative from the housing authority must sign this agreement and agree to abide hereby. In lieu of having the housing authority execute this agreement the Landlord may agree to place in escrow with the Association a sum equaling to 12 months of maintenance fees and 12 months of special assessment. Said funds will be held in a non-interest-bearing account. The funds held in escrow shall be applied to any delinquent maintenance fees, special assessment and/or collection fees and costs. Upon termination of the subject rental agreement, if there are any funds remaining in escrow then upon written request from the Landlord said funds will be refunded to the Landlord.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals, this day of _____, 20____.

OWNER(S)/LESSOR(S):

Signature: _____

Print: _____

OWNER(S)/LESSOR(S):

Signature: _____

Print: _____

LESSEE(S):

Signature: _____

Print:

LESSEE(S):

Signature: _____

Print:

HOUSING AUTHORITY:

Name: _____

By: _____

Its: _____

Date: _____

FAIRWAYS ROYALE ASSOCIATION,
INC.

By: _____

Its: _____

Date: _____