

# *Las Olas Villas Condominium*

Management Office  
1220 Miami Road – Suite #6 – Ft. Lauderdale, FL 33316  
Office: (954) 462-0880 Fax: (954) 524-3572

## **INSTRUCTIONS for LEASING**

1770 E Las Olas Blvd – Fort Lauderdale - FL

The following completed forms and fees are to be delivered to the Management office  
Located at: 1220 Miami Road #6 – Fort Lauderdale – Florida – 33316

When all completed forms and required fees are received, the Association has thirty (30)  
days in which to process the Application.

### **1. APPLICANT: Required Forms, Attachments and Fees:**

- a. Application for Occupancy Form
- b. NTN Screening Form
- c. Verification of Condominium Rules Form
- d. Verification of Parking Rules Form
- e. \$100.00 Application Fee (made payable to Las Olas Villas Condominium)
- f. \$500.00 Security Deposit (made payable to Las Olas Villas Condominium  
and to be refunded if Application is rejected)

### **2. UNIT OWNER: Required Forms, Attachments and Fees:**

- a. Copy of Lease Agreement
- b. \$500.00 Security Deposit (made payable to Las Olas Villas Condominium  
and to be refunded if Application is rejected)

Upon receipt of the completed forms and required fees, the Application will be presented to the Board of Directors and a screening interview will be scheduled. All applicants are required to attend the screening interview, at such time as may be scheduled by the Association, prior to moving in.

**APPLICATION FOR OCCUPANCY - \*\* LAS OLAS VILLAS - RENTAL \*\***

**\$100.00 Application Fee and Completed Forms are Required FROM EACH ADULT OCCUPANT.**

Only applicants are authorized to sign forms. Misrepresentation or falsification of information may result in the disqualification of your application.

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**PLEASE PRINT or TYPE ALL INFORMATION:**

Desired Date of Occupancy: \_\_\_\_\_

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UNIT #: \_\_\_\_\_ NAME: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

AGE: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_  Single  Married  Widowed  Separated  Divorced

Other person(s) who will occupy unit: Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relationship: \_\_\_\_\_

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**VEHICLE INFORMATION:**

MAKE / MODEL: \_\_\_\_\_ COLOR: \_\_\_\_\_ YEAR: \_\_\_\_\_ PLATE #: \_\_\_\_\_ STATE: \_\_\_\_\_

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**RESIDENT HISTORY:**

PRESENT ADDRESS: \_\_\_\_\_ Dates of Residency: \_\_\_\_\_

Name of Landlord: \_\_\_\_\_ Telephone: \_\_\_\_\_

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**EMPLOYMENT:**

EMPLOYED BY: (Business Name) \_\_\_\_\_ POSITION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

HOW LONG?: \_\_\_\_\_ Monthly Income: \$ \_\_\_\_\_

\*\*\*\*\*

**CHARACTER REFERENCE:**

NAME: \_\_\_\_\_ Telephone: \_\_\_\_\_ Relationship: \_\_\_\_\_

NAME: \_\_\_\_\_ Telephone: \_\_\_\_\_ Relationship: \_\_\_\_\_

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**\*\* IN CASE OF EMERGENCY NOTIFY \*\***

\_\_\_\_\_  
(Name) (Address) (Telephone) (Relationship)

If this application is NOT LEGIBLE or is NOT COMPLETELY FILLED OUT, *National Tenant Network* (and the Association) will not be liable or responsible for any inaccurate information in the investigation and related report (to the Association) caused by such omissions. By signing, the applicant recognized that the Association or their agent, *National Tenant Network* may investigate the information supplied by applicant and a full disclosure of pertinent facts may be made to the Association. The investigation may be made of the applicant's character, general reputation, personal characteristics, credit standing, police arrest record and mode of living as applicable.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Return Forms and Fees To: Las Olas Villas Condo - 1220 Miami Road #6 – Ft Lauderdale FL 33316

# **NATIONAL TENANT NETWORK**

The Nation's Premier Screening Company  
Telephone: 1-800-330 2930 Fax: 1-800-368-1241

SUBSCRIBER (Print Name): **LAS OLAS VILLAS CONDOMINIUM** .

ACCESS NUMBER: \_\_\_\_\_ PHONE NUMBER: 954-462-0880

FAX THIS REPORT BACK TO: **954-524-3572** .

REQUESTING AGENT: Steve Shafor, IIP, Inc.

**CHECK DESIRED REPORTS BELOW:**

- |  |   |
|--|---|
| <input type="checkbox"/> Scored Credit Report    | <input type="checkbox"/> Decision Point                     |
| <input type="checkbox"/> Credit & Eviction (SSP) | <input type="checkbox"/> Eviction                           |
| <input type="checkbox"/> Criminal Record Search  | <input type="checkbox"/> Credit & Eviction & Criminal (PSP) |

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**\*\* APPLICANT TO FILL IN THIS BOTTOM PORTION ONLY**

\*\* APPLICANT (Print Name): \_\_\_\_\_

\*\* Social Security #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

\*\* Current Address: \_\_\_\_\_

\*\* City: \_\_\_\_\_ \*\* State: \_\_\_\_\_ \*\* Zip Code: \_\_\_\_\_

PLEASE CAREFULLY FILL IN ALL OF THE ABOVE INFORMATION.  
BE SURE TO **PRINT LEGIBLY** OR YOUR REQUEST WILL NOT BE PROCESSED.

I certify that the above information is correct and complete and hereby authorize you to make any inquiries you feel necessary to evaluate my tenancy. If I rent the unit, I understand that the information gathered on and from this form and the Rental Agreement may be maintained by Management and National Tenant Network for up to five (5) years after I vacate.

\_\_\_\_\_  
**\*\* APPLICANT SIGNATURE**

\_\_\_\_\_  
**\*\* DATE**

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**APPLICANT VERIFICATION OF ASSOCIATION RULES**

1770 E Las Olas Blvd – Ft Lauderdale FL

I / WE, \_\_\_\_\_, do hereby certify to the Board of Directors of the Association that I (we) have complete knowledge of the Association's Document "ASSOCIATION RULES".

I / WE also certify to the Board of Directors of the Association that I (we) will comply with these Rules and Documents of the Association.

Acknowledge this \_\_\_\_\_ day of \_\_\_\_\_

Unit # \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

# Las Olas Villas Condominium

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## Verification of Parking Rules

1770 E Las Olas Blvd – Ft Lauderdale FL

The below signed, hereafter referred to as Applicant(s), has applied for approval to lease Las Olas Villas Condominium Unit # \_\_\_\_\_. Applicant hereby acknowledges this unit has only one assigned parking space # \_\_\_\_\_.

Residents of Las Olas Villas Condominium are permitted to park **one passenger vehicle only** in their assigned parking space at any given time. ( see page 5, clause 13 of Condominium Rules )

Applicant hereby acknowledges and agrees to abide by Association Parking Rules, which strictly prohibit a resident from parking their vehicle in the Guest Parking spaces at any time. Violation of this rule will result in vehicle being towed without further warning by EMS Towing, Inc. and at the vehicle owner's expense.

Applicant further acknowledges compliance with Association Rules, including those stated herein, constitutes a condition of approval for tenancy at Las Olas Villas Condominium.

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

*Las Villas Condominium*

1770 E Las Olas Boulevard  
Fort Lauderdale FL 33301-2453

**\* Condominium Association Rules \***

Apartment living requires that each resident regulate the use of the living unit and common areas so as not to unreasonably disturb any other resident. The following rules have been established:

1. No immoral, improper, offensive or unlawful use shall be made of the Condominium property nor any part thereof. Further, no use may be made which would be in violation of any Federal Laws, State Laws, County Ordinances, Municipal Ordinances and/or the Association Documents that would be injurious to the reputation of the Condominium.
2. No nuisance shall be permitted on the Condominium property nor any practice which is the source of annoyance to the residents or which interferes with the peaceful possession and use of the property by its residents. Excessive sounds from televisions, radios, musical instruments, power tools, multi-person parties, etc. are not permitted.

**3. FIRE:**

- a) In the event of a fire, notify the Fire Department immediately.  
**Telephone: 9-1-1**

b) CAUTION: The building notifiers located on each floor only alarm the building.

c) DO NOT attempt to use the elevators.

d) Use only stairways that are located on the North and South sides of the building and are not smoke wells for EXIT TO THE GROUND LEVEL. DOWN ONLY !!

e) All walkways and stairways are to be clear of any obstacles that may cause injury or block speedy exit.

f) Fire hazard materials are NOT TO BE STORED in the apartment unit or storage areas.

- b) The Association provides you with lighted entrances and walkways, clear sight trim of shrubbery and door entry system.
- a) Resident provide the following:
- 1) DO NOT give entry to those you do not know.
  - 2) DO NOT open your unit door to anyone you are not expecting.
  - 3) DO NOT prop open building entrances. Keep these secure at all times.
  - 4) REPORT STRANGERS loitering around the property.
  - 5) RESPECT THE SECURITY FOR OTHER RESIDENTS.
  - 6) BE ALERT.

#### 6. **SECURITY:**

- 1) Permitted on Monday through Friday from 9 AM to 5 PM.
  - 2) Notify management 24 hours in advance of moving to have elevator cab padded.
  - 3) NO USE of elevators for moving on Saturdays, Sundays or Holidays, in order to keep the elevators for use of residents.
- d) Use of elevators for moving into or out of the building:
- a) DO NOT USE ELEVATORS DURING A FIRE, or ELECTRICAL OR WIND STORM. Most power failures occur during these times.
  - b) Should you be in an elevator when there is a power or mechanical failure of the elevator, the elevator will stop and lock in that position. Sound the alarms on the elevator and BE PATIENT until help arrives to assist you in being removed.
  - c) Playing on or with the elevators is NOT PERMITTED.

#### 5. **ELEVATORS:**

- a) The walkways and stairways shall be used for the purposes intended. There is to be no litter of these areas with refuse, drying laundry, clean materials (such as mops, etc.), exercise of pets and no playing children.
- b) Refuse shall be wrapped in bags before disposing in the trash chute. DO NOT attempt to force items into the trash chute that are larger than the chute can handle easily. Take large items directly to the dumpster.
- c) Avoid clogging of the plumbing system. Keep drains flushed well, especially the disposal drain.

#### 4. **HEALTH:**

- a) Shall be used for furnishing services and facilities for which intended. No defacing, littering, abusing or obstructing of these areas.
- b) No alteration, modification, decoration, enclosure or change of the Common or Limited Common areas.
- c) No awnings or other projections shall be attached to outside walls or alterations which would in any way or manner change the physical and visual look.
- d) Notices & Signs (such as For Sale or For Rent) are not permitted to be displayed to the public, nor same displayed from within any unit or vehicle.

**9. COMMON AREAS:**

- a) All persons use pool at their OWN RISK.
- b) Children allowed only with adult supervision.
- c) No floats, rafts, toys, etc. in pool.
- d) No glass containers in pool or at pool area.
- e) No running, loud shouting, loud radios or games.
- f) Cover deck and lounge chairs to protect them from lotions.
- g) Pool use is from 8 AM to 9 PM only.
- h) Bathers must dry off before entering lobby and elevators.
- i) Please wear robe and foot covering when going to and from pool area.

**8. USE OF POOL:**

- a) WEST DRIVEWAY under building is ONE WAY going SOUTH.
- b) SOUTH DRIVEWAY under building is ONE WAY going WEST.
- c) EAST DRIVEWAY under building is TWO WAY going NORTH or SOUTH.
- d) Observe a 5 Mile Per Hour speed maximum.

**7. DRIVEWAY USE:**



**10. LEASING:**

a) The minimum length of time a unit may be leased is six (6) months and the maximum length of time a unit may be leased is twelve (12) months. There is no sub-lease of a unit.

b) Should the Lessee wish to extend the period of time beyond the original lease period, the Owner may do so as long as there is no directive from the Board which orders a non-renewal period due to non-compliance of the Rules or other causes for which notification has been issued by the Board.

c) Unit Owners and their agent's shall comply with completion and return of the following forms and payments to management:

- 1) Unit Owner's Notice to Board of Intention to Lease unit, copy of Lease Agreement and \$500.00 Security Deposit (as required by Board approval at the Annual Meeting held on February 27<sup>th</sup>, 2010 (Rule 23) payable to the Association.
- 2) Applicant's completed forms: Application, Authorization to Release Residence, Employment and Reference information, Application Letter by Proposed Lessee, Applicant's Verification of Rules.
- 3) Applicant shall include the required \$100.00 Application Fee and \$500.00 Security Deposit, (Rule 21) payable to Association.
- 4) Applicant will agree to an interview with the Association or committee of Board.
- 5) Association will issue Certificate of Approval, if accepted.
- 6) Association will send a Notice to the Unit Owner of either acceptance or rejection.

11. **USE OF COTTAGE** (club house) shall be at the will of the Board of Directors.

12. Available boat dockage shall be at the will of the Board of Directors.

- 13. PARKING:**
- a) All parking spaces are either assigned to Units or the Association. Only Private Passenger vehicles are permitted.
  - b) NO motorcycle, trailer, mobile home, commercial van or vehicle, boat or boat trailer, truck or any other non-passenger vehicle is permitted.
  - c) There is no parking allowed on the access easements or drive areas.
  - d) Vehicles are to be parked in their assigned spaces. Vehicles parked in an assigned space not belonging to the assignee will be towed at the vehicle owner's expense.
  - e) Vehicles of service personnel for repairs or service are permitted for that time only.
- Use of GUEST PARKING spaces:**
- f)
    - 1) Provided for occasional and short-term use of guests and visitors of residents.
    - 2) Guest and Visitor vehicles that occupy Guest Parking spaces have the following limits: (a) no more than three days or nights within a seven-day period, (b) three consecutive days or nights.
    - 3) No vehicles of residents permitted.
    - 4) When possible, written or verbal notice will be given to the offenders. If the vehicle cannot be identified, only the posting of the vehicle will be made.
    - 5) Vehicles in violation will be towed by the contract towing company, as posted.
    - 6) Residents are responsible to make their Guests and Visitors aware of the restrictions of the use of parking.
    - g) Parking space is limited. Consideration given by all residents to the Rules will assist in the fair use of available parking.

14. **PETS:**
- a) **NO DOGS** will be permitted to reside in the building.
  - b) All pets shall be confined to the interior of the apartment and not allowed in the common areas.
  - c) Any pet causing or creating a nuisance or disturbance shall be permanently removed from the Association property upon notice from the Board. Determination as to whether a violation of this Rule has occurred shall be made solely by the Board of Directors.
15. Children shall not be permitted to play on the walkways, stairways, parking areas and elevators of the Association. Children may use the pool and dock area only with the supervision of whom they are associated.
16. Owners, lessees, guests and visitors are not permitted to direct, supervise or assert control over any employee or contractor of the Association or attempt to send any such employee or contractor upon private business in their behalf.
17. Owners are responsible for the full and faithful observance of the ruling documents of the federal, state, county, city and Association by their families, guest, invitees, servants, lessees and other persons over whom they are charged with control and supervision.
18. Definition of:
- a) **GUEST** – a person who visits a resident and/or occupies unit for more than one day.
  - b) **VISITOR** – a person who visits a resident for part of a day.
  - c) **SINGLE FAMILY RESIDENCE** – one person or group of two or more persons living together and interrelated by bonds of consanguinity, marriage or legal adoption, or not more than two persons living together who may or may not be interrelated.
19. The Association Rules may be amended from time to time by the Board of Directors of the Association.
20. The Association Rules heretofore enumerated shall be deemed in effect and adopted by the Board of Directors of the Las Olas Villas Condominium Association, Inc., and shall apply to and be binding upon all Owners.

21. (adopted November 14, 1993) All Lessees will be required to deposit \$500.00 with the Association before lease approval will be granted and moving into the building will be permitted. These monies will be deposited into a non-interest bearing account. At the end of the lease term and upon moving out, this deposit will be returned to the Lessee. However, if in the process of moving in and moving out damages are made to the common elements, the cost of repairs will be deducted from the deposit monies. Also, if the Lessee moves in or out at times other than those specifically spelled out in the Association Rules, and there is any other violation of the Documents, a deduction of \$75.00 for each violation of record will be made from this deposit. The costs for repairs and the violations of Rules will be attached to the return of the balance of the deposit monies. The Lessee must give the Association a forwarding address to mail these items after a period of fifteen (15) day pass after vacating. This is now a RULE and all Owners shall comply.
22. (adopted November 14, 1993) When Owners or their Lessees are remodeling the apartment unit, they are required to notify the Association of such activity. The Owner or their Lessee must provide to the Association the contractor's name, license and insurance coverage. If there are any changes being made to the structure, electrical, plumbing, etc., a copy of the PERMIT by the City of Fort Lauderdale for the work is to be given to the Association. Contractors are to be informed that all waste is to be removed from the premises and that the Association dumpster CANNOT be used for the purpose. All common areas are to be kept clean and clear of all remodeling materials and waste. Unit Owners are subject to fines for violation of the foregoing. Contractors that violate the foregoing will not be permitted to do work at the Condominium. If it is determined that an Owner or their Lessee has had remodel work done that is in violation of the Building Codes, steps shall be taken by the Board of Directors to assure the Association that Owners or their Lessees will correct these violations. This is now a RULE and all Owners shall comply.

23. (adopted February 27, 2010) All Owners who are renting their unit will be required to deposit \$500.00, payable to the Association, before any lease approval will be granted. These monies will be deposited into a non-interest bearing account. At the end of the Lease term and upon Lessee vacating the premises, this deposit will be returned to the Owner. However, if any damages are made to the common elements in the process of Lessee's moving in or moving out, the costs of repairs will be deducted from the deposit monies. Also, if the Lessee moves in or moves out at times other than those specifically spelled out in the Association Rules, a deduction of \$75.00 for each violation of record will be made from the deposit monies. Cost for repairs and violations of Rules, if any, will be attached to the return of the balance of deposit monies. This is now a RULE and all Owners shall comply.