



# Kensington Place at Boynton Beach HOA

c/o JMA Community Management

1375 Gateway Blvd

Boynton Beach FL 33426

Office: 561-440-7854 \* [info@JMAmanagement.net](mailto:info@JMAmanagement.net)

## Application Check List

☐ Purchase      ☐ Lease      ☐ Occupant

**All items must be submitted; incomplete applications will be delayed.  
Unmarried and co-applicants required a separate application.**

**Applicant:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Co-Applicant:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Property Owner Name(s)** \_\_\_\_\_

**Property Address:** \_\_\_\_\_

### **General submission requirements**

- \_\_\_\_ Fully executed application
- \_\_\_\_ Fully executed agreement
- \_\_\_\_ Copy of driver's license
- \_\_\_\_ **\$300.00 Application Fee and Processing Fee** non-refundable - *(Please make check payable to JMA Community Management)*

### **REALTOR INFORMATION**

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

Company: \_\_\_\_\_

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Please Note:** Board approval is required before occupancy. Essentially, every effort will be made to expedite your application; however, processing and approval may take up to 30 days.

Once the applicant completes the application, a CERTIFICATE OF APPROVAL will be provided.

Today's Date: \_\_\_\_\_ Date of anticipated move in: \_\_\_\_\_  
Property address: \_\_\_\_\_

### **APPLICANT**

Full name of applicant: \_\_\_\_\_  
Present Address: \_\_\_\_\_  
Telephone number: (home) \_\_\_\_\_ (work) \_\_\_\_\_  
D.O.B.: \_\_\_\_\_ social security #: \_\_\_\_\_ Driver's license: \_\_\_\_\_

### **APPLICANT'S EMPLOYMENT**

Name of present employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Position: \_\_\_\_\_ Date started: \_\_\_\_\_ Monthly income: \_\_\_\_\_  
Supervisor's name: \_\_\_\_\_ phone: \_\_\_\_\_  
Name of previous employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Position: \_\_\_\_\_ Date started: \_\_\_\_\_ Monthly income: \_\_\_\_\_  
Supervisor's name: \_\_\_\_\_ phone: \_\_\_\_\_  
Other sources of income: \_\_\_\_\_

### **SPOUSE**

Full name of spouse: \_\_\_\_\_  
Present Address: \_\_\_\_\_  
Telephone number: (home) \_\_\_\_\_ (work) \_\_\_\_\_  
D.O.B.: \_\_\_\_\_ social security #: \_\_\_\_\_ Driver's license: \_\_\_\_\_

### **SPOUSE'S EMPLOYMENT**

Name of present employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Position: \_\_\_\_\_ Date started: \_\_\_\_\_ Monthly income: \_\_\_\_\_  
Supervisor's name: \_\_\_\_\_ phone: \_\_\_\_\_  
Name of previous employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Position: \_\_\_\_\_ Date started: \_\_\_\_\_ Monthly income: \_\_\_\_\_  
Supervisor's name: \_\_\_\_\_ phone: \_\_\_\_\_  
Other sources of income: \_\_\_\_\_

### **PRESENT LANDLORD /MORTGAGE COMPANY**

Present Landlord or mortgage company: \_\_\_\_\_  
Telephone number: (home) \_\_\_\_\_ (work) \_\_\_\_\_  
Monthly rent or mortgage payment: \_\_\_\_\_ Date of move-in: \_\_\_\_\_ Date of move-out: \_\_\_\_\_

### **PREVIOUS LANDLORD / MORTGAGE COMPANY**

Previous Landlord or mortgage company: \_\_\_\_\_  
Telephone number: (home) \_\_\_\_\_ (work) \_\_\_\_\_  
Monthly rent or mortgage payment: \_\_\_\_\_ Date of move-in: \_\_\_\_\_ Date of move-out: \_\_\_\_\_

**EMERGENCY**

In case of emergency contact: \_\_\_\_\_

Relationship: \_\_\_\_\_ phone: \_\_\_\_\_

**OCCUPANTS**

List all occupants.

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ DOB: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ DOB: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ DOB: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ DOB: \_\_\_\_\_

**PETS**

List all pets: type: \_\_\_\_\_ breed: \_\_\_\_\_ weight: \_\_\_\_\_ age: \_\_\_\_\_

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**VEHICLES**

List vehicles to be parked on the premises.

Make: \_\_\_\_\_ model: \_\_\_\_\_ year: \_\_\_\_\_

Make: \_\_\_\_\_ model: \_\_\_\_\_ year: \_\_\_\_\_

The above-listed applicant declares that all statements in this application are accurate and complete. Applicant hereby authorizes the National Association of Independent Landlords to verify all the information in this application and obtain credit reports on the above-listed applicants and/or applicants.

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Spouse: \_\_\_\_\_ Date: \_\_\_\_\_

AUTHORIZATION AGREEMENT FOR ASSOCIATION TO COLLECT  
RENT UPON DELINQUENCY IN MAINTENANCE PAYMENTS

WHEREAS \_\_\_\_\_ (herein "Owner) is the record owner(s) of Unit \_\_\_\_\_ located at \_\_\_\_\_ Boynton Beach, FL. As amended, Kensington Place at Boynton Beach HOA, Inc. is recorded in the Public Records of Palm Beach County.

WHEREAS Kensington Place at Boynton Beach HOA Inc (herein "Association) is the entity charged with the operation and management of the condominium and

WHEREAS Owners desires to lease the unit to \_\_\_\_\_ (herein "Lessee(s)") pursuant to a lease submitted herewith; and

WHEREAS the parties desire the approval of the Association for the lease under Article 18.6 of the Declaration.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and for other good and valuable consideration, the receipt and adequacy of which is expressly acknowledged, the parties hereto agree as follows:

1. Upon executing and delivering this Authority Agreement, the Association shall provide the necessary approval for the lease.
2. If, at any time during the pendency of the term of the lease, the Owner becomes delinquent in payment of assessments to the Association, the owner and Lessee(s) agree that the Association shall have the power, right, and authority to demand lease payments directly from the Lessee(s) and deduct such past due assessments, costs and attorney fees, if any as may be delinquent. Further, the owner and Lessee(s) agree that Lessee(s) will pay the full rental payment due, to the Association, upon written demand. Owner expressly absolves Lessee(s) from any ability to Owner for unpaid rent under the Lessee Agreement. Suppose such payment is made directly to Association upon demand from Association. If any funds are left over, the Association shall immediately remit the balance to the Owner at the address listed in the Association records.
3. Should Lessee(s) fall to comply with the demand of the Association within three (3) business days of receipt of a demand for payment hereunder, the Association is hereby granted the authority to obtain a termination of the tenancy, in the name of Owner, through eviction proceedings, or to seek injunctive relief or specific performance under this contract. Owner and Lessee(s) further agree that, if such legal action becomes necessary, the Association shall be entitled to recover reasonable attorney's fees and costs, including appeals, from the owner.

Agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Kensington Place at Boynton Beach HOA Inc

OWNER \_\_\_\_\_ LESSEE(S) \_\_\_\_\_

BY: \_\_\_\_\_ ATTEST: \_\_\_\_\_

## Kensington Place at Boynton Beach HOA

### PET REGISTRATION AGREEMENT

OWNER/RESIDENT: \_\_\_\_\_

UNIT ADDRESS: \_\_\_\_\_ DATE: \_\_\_\_\_

CONTACT INFORMATION: \_\_\_\_\_

**DESCRIPTION OF PET:** The following pet shall be the only pet allowed to be housed in the resident's unit. No other pet shall be permitted and no replacements are allowed without amending this agreement. Guests and family members shall not be allowed to bring their pet onto Kensington Place without the completion of this agreement.

**Type:** \_\_\_\_\_ **Breed:** \_\_\_\_\_ **Color:** \_\_\_\_\_

**Age:** \_\_\_\_\_ **Weight:** \_\_\_\_\_ **Name:** \_\_\_\_\_

**CONDITIONAL AUTHORIZATION FOR PET:** The resident cited above is hereby authorized to keep \_\_\_\_\_ [Name of pet described above, weighing \_\_\_\_\_ lbs. or less at maturity with picture attached) on the premises of the above unit. Authorization may be terminated is resident or resident's family or a guest violates any pet rule cited in this document (Kensington Place Rules and Regulations) in any manner.

**ADDITIONAL RULES:** Association shall from time to time have the right to make reasonable changes to the pet rules herein, if in writing and distributed to all registered pet owners.

**VIOLATION OF RULES:** If pet owner violates any rule or provision of this pet agreement, owner shall at Association's option, immediately and permanently remove the pet from the premises upon written notice from the Association. If owner refuses to remove the pet, the Association will request appropriate legal action.

My signature below indicates that I am aware that I am totally responsible and liable for the actions of my pet and any damages will be assessed to me. **THIS IS A BINDING DOCUMENT – PLEASE READ CAREFULLY BEFORE SIGNING.**

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

Pet Owner's Signature

\_\_\_\_\_  
**Authenticate by:** Director, Kensington Place / Property Manager