

STERLING VILLAGE CONDOMINIUM, INC.

LEASE APPLICATION

For Repeat Lease Same Unit (annual or seasonal)

Incomplete applications will be rejected and returned unprocessed.

(allow 30 days for processing)

____/____/____ TO ____/____/____

Expected Lease Term dates

Renewal applications must be submitted to Seacrest Services. Applications **will NOT** be accepted at Sterling Village.

Seasonal renewal applicants must submit the following:

1. Completed Application Package
2. Copy of the new lease
3. Proof of insurance
4. Copy of the Boynton Beach Business Tax Receipt
5. Proof of Age Verification
6. Copy of current vehicle registration
7. Appropriate Fees

Annual renewal applicants must submit the following:

1. Copy of the new lease
2. Proof of insurance
3. Copy of current vehicle registration
4. Copy of the Boynton Beach Business Tax Receipt

Completed Application Package with Appropriate Fees

MUST BE SUBMITTED TO:

STERLING VILLAGE CONDOMINIUM, INC.

C/O Seacrest Services, Inc.

Attention: Sales & Lease Division

2101 Centrepark West Drive, Suite 110

West Palm Beach, FL 33409

561-697-4990

Office hours: Monday-Friday 8:00 a.m. to 4:00 p.m.

Sterling Village general office hours: Monday – Friday 8 a.m.-12 p.m. & 1 p.m.-4 p.m.

500 South Federal Highway

Boynton Beach, FL 33435

Telephone: 561-732-4155

Fax: 561-732-0537

Sterling Village Sales and Lease Division hours: Monday-Friday 10:00 a.m. to 2:00 p.m.

Email: saleslease@sterlingvillage.net

STERLING VILLAGE CONDOMINIUM, INC.
C/o Seacrest Services, Inc.

IMPORTANT INFORMATION

THIS APPLICATION IS USED FOR THE FOLLOWING TYPES RESIDENCIES

Annual Lease Renewal—same unit; Seasonal Lease Renewal—same unit (**NO less than three months**)

Please find the specific instructions on how to complete this application. Do NOT omit any requesting information. Read carefully and follow the instructions to avoid having the application returned unprocessed. See the attached document for pertinent information and fees.

- APPLICANT MAY NOT OCCUPY THE UNIT WITHOUT SPECIFIC WRITTEN APPROVAL OF THE ASSOCIATION.
- Unit may only be rented one time during a calendar year.
- Unit must be owned for two full calendar years before unit is eligible for lease.
- Applicants must be made aware of the FAIR HOUSING ACT OF 1988 which states: The Act allows each Association to qualify themselves as “Housing for Older Persons” Federal requirements. According to this act, it is required that at least ONE (1) occupant must be at least fifty-five (55) years of age. There is a recommended **credit score of at least 700**.
- All applicants, occupants and/or their guests are expected to abide by the governing Association’s documents as well as the rules & regulations.
- The additional cost of an international back-ground check is non-refundable.
- In order to verify the information you provided on your application and to facilitate the processing, the following Information is required – Please be sure your responses are written or printed in a legible manner:

My signature below acknowledges and confirms my understanding and agreement to comply with the above summary and all governing rules & regulations of the Sterling Village Condominium, Inc.

Lessee #1 Signature

Lessee #2 Signature

Print Name

Date

Print Name

Date

**STERLING VILLAGE CONDOMINIUM, INC.
C/O Seacrest Services, Inc.**

ONLY ONE RENTAL PERMITTED DURING A CALENDAR YEAR

All owners must submit:

1. a Boynton Beach Business Tax Receipt
2. a Copy of the new lease
3. Proof of insurance (from owner)

Annual Lessee-REPEAT: (SAME UNIT) ☐

Copy of a new lease

Proof of insurance (from owner)

Copy of the Boynton Beach Business Tax Receipt (from owner)

Copy of current vehicle registration

No fees

Seasonal Lessee-REPEAT: (SAME UNIT) ☐

Completed application

Copy of a new lease

Copy of current vehicle registration

Proof of Insurance (from owner)

Copy of the Boynton Beach Business Tax Receipt (from owner)

Non-refundable fees (as of July 2020):

\$25.00 cashier check or money order payable to Sterling Village Condominium, Inc.

\$25.00 cashier check or money order payable to Seacrest Services, Inc.

CITY OF BOYNTON BEACH

The City of Boynton Beach requires all owners who rent their property to have a business tax receipt. Instructions on how to apply and download application may be found at: <http://www.boynton-beach.org>, then go to the BUSINESS TAB. Or you may call: 561-742-6360

STERLING VILLAGE CONDOMINIUM, INC.

C/O Seacrest Services, Inc.

30 days must be allowed for processing this application or subject to a \$500 additional fee

FROM: _____
Intended Move-In-Date

TO: _____
Intended Move-Out Date

Unit Owner Name #1

Unit Owner Name #2

(_____) _____
Unit Owner #1 contact number

(_____) _____
Unit Owner #2 contact number

Unit Owner #1 email address

Unit Owner #2 email address

Unit's Caretaker Name

(_____) _____
Unit's Caretaker contact number

_____/_____
Building and Unit to be leased

Parking Space #

\$ _____
MONTHLY LEASE AMOUNT

Lessee #1 name

Lessee #2 Name

Lessee #1 contact number

Lessee #2 contact number

Lessee #1 email address

Lessee #2 email address

Lessee #1 permanent address

City

State

Zip

Lessee #2 permanent address

City

State

Zip

____/____/____
Lessee #1 Date of Birth

Lessee #1 Drivers License State and Number

____/____/____
Lessee #2 Date of Birth

Lessee #2 Drivers License State and Number

STERLING VILLAGE CONDOMINIUM, INC
c/o Seacrest Services

Please list all occupants (including the applicant) who will reside at the residence if approved:

Name

____/____/____
Date of Birth

TYPE OF ID

Relationship to Applicant

Name

____/____/____
Date of Birth

TYPE OF ID

Relationship to Applicant

Emergency Contact Name

Relationship

(____)____--____
Emergency Contact Phone

Vehicle Information:

Number of vehicles used by occupants of your unit: _____ NOTE: Each Unit is assigned only one (1) parking space. No commercial or recreational vehicles of any kind are allowed on the premises. Bed covers are required for all pick-up trucks. Each vehicle must have an owner or lessee's parking sticker affixed to the windshield. Violations to this rule are subject to towing at vehicle owner's expense. Include a copy of the current vehicle registration with this application.

YEAR MAKE MODEL TAG NUMBER

YEAR MAKE MODEL TAG NUMBER

Lessee #1 Signature

Lessee #2 Signature

Print Name Date

Print Name Date

ACKNOWLEDGEMENT:

I/We understand that consideration for a lease within Sterling Village Condominium, Inc. Community is conditioned upon the truth and accuracy of this Application and upon the final discretionary determination of the Board of Directors of Sterling Village Condominium, Inc.

By signing this I/We agree and acknowledge that I/We fully understand and agree to abide by the information enclosed in this Application Packet, and any association documents, for a Sterling Village Condominium, Inc., consideration. I/We also agree and acknowledge that if it is discovered that I or any party listed herein have falsified or misrepresented any information contained in this application, the Board of Directors on behalf of Sterling Village Condominium, Inc., has the authority and may immediately rescind its approval.

STERLING VILLAGE CONDOMINIUM, INC
c/o Seacrest Services

Declaration on Lease Approvals

Leasing of a unit is permitted one time per calendar year (October 1-September 30) after two years of ownership.

- a) No lease of a Unit or any Interest therein shall be valid unless the lease receives the prior approval of the Association. All applicants MUST submit the Association’s Application form for consideration of the lease.

“GOOD CAUSE” DISAPPROVALS: will be based on any of the following:

- b) The person seeking approval failed to provide the information, fees or appearances required by the Association Board to process the application in a timely manner as determined by the Board. The unit owner requesting approval has had fines assessed against him/her that have not been paid. All assessments and other charges have not been paid in full.
- c) The person seeking approval takes possession or occupies that premises prior to approval by the Association’s Board of Directors as provided herein.
- d) If the Association’s Board of Directors disapproves a prospective tenant on the grounds for disapproval as set forth above entitled “good cause” the occupant will not be authorized to occupy the unit. The Association’s Board of Directors shall take any legal action necessary to enforce and support its position on these matters at the expense of the unit owner, including attorney’s fees. Expenses will become a special assessment against the unit.

Unauthorized Occupancy

Any lease or other transfer or occupancy not authorized pursuant to the terms of this Declaration shall be voidable unless subsequently approved by the Association’s Board of Directors. The Association shall take whatever legal steps necessary to enforce the terms of this Declaration; including but not limited to fines, eviction, and forced sale against the unit owner(s).

My signature below acknowledges and confirms my understanding and agreement to comply with the above summary and all governing rules & regulations of the Sterling Village Condominium, Inc.

LESSEE # 1 SIGNATURE

LESSEE # 2 SIGNATURE

PRINT NAME

DATE

PRINT NAME

DATE