

**THE EMPRESS CONDOMINIUM ASSOCIATION, INC.**

**SALES/LEASE APPLICATION**

(Please print or type)

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

UNIT NO. \_\_\_\_\_ (Please check sale or lease) SALE \_\_\_\_ LEASE (With 3<sup>rd</sup> party agreement) \_\_\_\_\_

This document, completely filled out and signed by the applicants, must be submitted to the Empress Association for processing and approval or disapproval by the Association's Board of Directors.

**ENCLOSURES TO ACCOMPANY THIS APPLICATION**

1. Copy of the Lease/Sale Contracts (whichever applicable).
2. Non-Refundable \$100.00 Processing Fee (check payable to Empress Condominium Association).
3. Acknowledgement of Rules and Regulations (copy must be signed by lessees/new owners).

The Empress is a private residency structure consisting of single family apartment units which may not be used as a hotel, motel or a similar facility. No approval will be granted for occupancy in any unit by more than six (6) persons. All occupants 18 years of age or older must sign this application. Thirty (30) days must be allowed for processing of the application. No furniture delivery or apartment occupancy is permitted until applicant has been advised of approval by the Board of Directors. New owner must furnish a copy of the executed deed to the Secretary of the Association via the Empress office within 10 days after closing.

UNIT OWNER: \_\_\_\_\_

APPLICANT: \_\_\_\_\_ AGE: \_\_\_\_\_

APPLICANT: \_\_\_\_\_

AGE	RELATIONSHIP
_____	_____
CURRENT ADDRESS: _____	HOME PHONE _____

[ ] RENT [ ] OWN; HOW LONG? \_\_\_\_\_

PREVIOUS ADDRESS: \_\_\_\_\_

[ ] RENT [ ] OWN; HOW LONG? \_\_\_\_\_

LANDLORD'S NAME, ADDRESS & PHONE NO.: \_\_\_\_\_

REALTOR-AGENT; ADDRESS & PHONE NO.: \_\_\_\_\_

LIST OTHER PERSONS WHO WILL RESIDE IN THE UNIT & THEIR RELATIONSHIP TO THE APPLICANTS:

NAME	AGE	RELATIONSHIP	NAME	AGE	RELATIONSHIP
_____	_____	_____	_____	_____	_____
NAME	AGE	RELATIONSHIP	NAME	AGE	RELATIONSHIP
_____	_____	_____	_____	_____	_____

NAME, ADDRESS & PHONE NO. OF NEAREST RELATIVE NOT LIVING WITH YOU:

\_\_\_\_\_  
\_\_\_\_\_

PERIOD OF OCCUPANCY (LEASE): FROM \_\_\_\_\_ TO \_\_\_\_\_

DESCRIPTION OF VEHICLE THAT WILL BE ON PREMISES:

YEAR \_\_\_\_\_ MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ STATE & TAG NO. \_\_\_\_\_

We the undersigned, hereby state we have read the Rules & Regulations and agree to abide by them. We understand no pets are permitted by lessees, guests and visitors. \_\_\_\_\_ **TENANT MUST INITIAL**

THIRD PARTY LEASE AGREEMENT

By this document it is understood and agreed by Owner and Tenant/Lessee that the Empress Condominium Association is hereby confirmed to be an intended Third Party to any lease agreement and shall have the right but not the obligation to enforce the Declaration, By-Laws, Rules and Regulations and provisions thereof; having all rights and powers including but not limited to proper notice of violation, right of hearing to any violator, eviction procedure and legal recourse as deemed appropriate.

\_\_\_\_\_  
SIGNATURE OF AGENT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF OWNER

\_\_\_\_\_  
SIGNATURE OF OWNER

\_\_\_\_\_  
SIGNATURE OF APPLICANT/OCCUPANT

\_\_\_\_\_  
SIGNATURE OF APPLICANT/OCCUPANT

\_\_\_\_\_  
SIGNATURE OF APPLICANT/OCCUPANT

\_\_\_\_\_  
SIGNATURE OF APPLICANT/OCCUPANT