

Village Royale Evergreen Association, Inc.

2615 NE 1st Court, Bldg 1

Boynton Beach, FL 33435

PROCEDURE FOR LEASING

For your review, please find the following documents:

1) Application to Lease - Please complete and provide a cashier's check for \$150 per person or married couple.

2) Background Check. - To be completed by leasee. A driver license per leasee is required and a cashier's check for \$100 per person.

Please mail these completed forms and checks to:

Village Royale Evergreen Association, Inc.

2315 NE 1st Court, Bldg 1, 4/FL Ofc

Boynton Beach, FL 33435

Attn: Karen Kotash, Treasurer

3) An Association interview will be conducted by Karen Kotash. If approved, a Certificate Approval will be generated and emailed to owner, lease and/or realtor.

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APPLICATION FOR LEASE

1. This application, an application or approval, and authorization forms must be completed in details by each proposed adult occupant, other than husband/wife or parent/dependent child (which is considered one applicant).
2. If any question is not answered or left blank, this application may be returned, not processed and not approved.
3. Please attach a copy of the lease to this application.
4. Please attach a non-refundable \$150.00 application per person/married couple and background screening fee of \$100.00 per person/married couple to Village Royale Evergreen Association, Inc. **THESE FEES MUST BE IN THE FORM OF A CASHIER'S CHECK OR MONEY ORDER.** Acceptance of this fee does not in any way constitute approval of this transaction.
5. **Please attach a copy of a photo ID for each applicant.**
6. The completed application must be submitted to Village Royale Evergreen Association's office at least thirty (30) days prior to the desired date of occupancy (lease date).
7. All applicants must be interviewed prior to final Board of Directors approval. Occupancy prior to Board of Directors approval is prohibited.
8. No unit shall be leased more than once per calendar year.
Renewals and extensions of leases are subject to re-approval by the Board of Directors.
Multi-year leases are subject to annual re-approval by the Board of Directors.
9. Village Royale Evergreen is a community designed and intended to provide housing for residents who are age 55 or over.
10. No pets allowed at any time except when the Association must reasonably accommodate renters with service or emotional support animals in which case the Village Royale Evergreen application for such pets must be completed and approved.
11. Use of this unit is for single family residence only. Nor corporation, company, partnership, or trust may lease an apartment.
12. No commercial vehicles including but not limited to commercial trucks, boats, trailers, motor homes, campers, recreational vehicles, motorcycles, mopeds, etc. permitted to park on the premises overnight.
- Only one assigned parking space is available per unit. No owner/renter may park overnight in a guest spot.
13. The owner (landlord) must provide the lessee with a copy of the Association Rules and Regulations.
14. Occupancy regulations:
- One bedroom apartment – No more than two occupants.
- Two bedroom apartments – No more than three occupants.
15. Moving of furniture in or out of the apartment is not permitted on Sundays or Holidays. Hours for moving are from 9 A.M. to 5 P.M. Monday through Saturday. Pads to protect elevator walls must be supplied by moving company or tenant and hung for duration of move-in.
16. **No rentals of unit are allowed for the first two (2) years of ownership.**

MUST PRINT OR TYPE ALL INFORMATION ON THESE FORMS

Date: _____ Lease Term From _____ to _____
Owner's Name: _____ Bldg. 13 Apt. _____
Owner's Present Address _____ Tele No. _____
Name of realtor handling lease _____
Name of proposed Lessee (as Lease will appear):
a. _____ b. _____

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APPLICATION FOR OCCUPANCY/APPROVAL

PRINT OR TYPE (USE BLACK INK)

Apt No. _____

Desired date of occupancy: _____

Name: (Mr./Mrs./Ms.): _____ Date of Birth: _____

Spouse (Mr./Mrs./Ms.): _____ Date of Birth: _____

☐ Single ☐ Married ☐ Widow(er) ☐ Sep.(How Long) _____ ☐ Divorced (How Long) _____

Maiden Name: _____

Number of people who will occupy:

Adults over 55: _____ Adults under 55: _____

NOTE: 1) A separate application must be filled out for every applicant except a married couple and; 2) At least one person over 55 MUST occupy the unit. Person(s) under 55 cannot occupy the unit alone.

ALL APPLICATIONS SHOULD INCLUDE A COPY OF YOU AND IF MARRIED YOUR SPOUSE'S DRIVERS LICENSES

In case of emergency, please notify:

Name: _____

Address: _____

Tel/Cell: _____

Residence History

A. Present Address:

{Street Address, Apt No. City, State, Zip

Name of Apt./Condo: _____ Phone _____ Date of Residency: _____

Name of Landlord/ Mortgage Co. _____ Phone _____

Address: _____ Mtg No. _____

B. Previous Address:

{Street Address, Apt No. City, State, Zip

Name of Apt./Condo: _____ Phone _____ Date of Residency: _____

Name of Landlord/ Mortgage Co. _____ Phone _____

Address: _____ Mtg No. _____

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C. Previous Address:

{Street Address, Apt No. City, State, Zip

Name of Apt./Condo: _____ Phone _____ Date of Residency: _____

Name of Landlord/ Mortgage Co. _____ Phone _____

Address: _____ Mtg No. _____

Automobile Information

Make _____ Model _____ Year _____

Plate No. _____ State _____ Color _____

NOTE: Only one vehicle per unit. Parking is in assigned space. Additional vehicles can park in East Clubhouse parking lot.

Authorization to Release

You are hereby authorized to release and give to the mentioned party(s) or their Attorney or Representative, any an all information they request on my background in reference with my/our application.

Designation Party: Tenant Evaluation; Village Royale Evergreen Board of Directors

I hereby waive any privileges I may have with respect to the said information in reference to its release to the aforesaid party(s).

If this application is NOT legible or is not completely and accurately filled out, Tenant Evaluation (and the Association) will not be liable or responsible for any inaccurate information and related report (to the Association) caused by such omissions and illegibility. By signing, the applicant recognized that the Association or their agent, Tenant Evaluation, may investigate the information supplied by the applicant and a full disclosure of pertinent facts may be made to the Association. The investigation may be made of the applicant's criminal background.

(Applicant's Signature)

(Spouse's Signature)

(Applicant's Printed Name)

(Spouse's Printed Name)

DATE

DATE



WTC Backgrounds & Drug Testing, Inc.

"We're The Choice!"

Authorization & Release

☒ Rental Package [Credit, Criminal & Evictions]	☐ Employment Verification
☐ Criminal History FL Out Of State (Include state address nationwide)	☐ SSN Verification
☐ F.D.L.E. (Florida Department Of Law Enforcement)	☐ Sexual Offender Search FL Nationwide
☐ DL Records/History Include DL #: 3 Year 7 Year	☐ Credit Report [Stand Alone]
☐ FACIS	☐ Education Verification

Last Name, First Name, MI.

Address

City, State & Zip Code

DOB

Sex

Ethnicity

SSN

Driver's License Number & State

Name of Company/Property Applying To:

Company/Property Fax.

Applicant Release

For employment and/or residency, I understand that investigative background inquiries are to be made on me including consumer credit, criminal conviction, motor vehicles, and other reports. I further understand that WTC Backgrounds & Drug Testing, Inc. will be requesting information from various state and other agencies which maintain records about my history. These records include, but are not limited to, driving, credit, criminal, and civil history.

I authorize any party or agency contacted by WTC Backgrounds & Drug Testing, Inc. to furnish the above mentioned information and release all parties involved from liability and responsibility for doing so. This authorization and consent shall be valid in original, fax, or copy form

APPLICANT SIGNATURE

DATE

1897 PALM BEACH LAKES BLVD SUITE 222, WEST PALM BEACH, FLORIDA 33409

OFFICE: 561-688 - 9991 FAX: 561-370-6850 WWW.WTCBACKGROUNDS.COM

PLEASE SUBMIT EMAILED REQUESTS TO: REPORTS@WTCBACKGROUNDS.COM

** Please include copy of valid Drivers License!*