



Requirements for Association Rental Applications

According to the chapter 718 & 720 of the Condominium's & HOA's Florida Statutes, and in order to protect all Community Association members; all new tenant(s) at the Association must complete an application. For this procedure, prospective tenant(s) must present the following documents:

- 1- Copy of Driver license for all new tenant(s) older than 18 years of age
- 2- Copy of Social Security Card for all tenant(s) over the age of 18 (for background check verification purposes)
- 3- Copy of the Purchase Contract or Lease Agreement (**FIRST & SIGNATURE PAGE ONLY**)
- 4- Two recommendation letters, they may be personal OR professional.
- 5- Proof of monthly income
- 6- Copy of Vehicle Registration(s)
- 7- Please visit the "Owner Resource" tab on the website, and print the Rules and Regulations for the corresponding condo and/or HOA

Fee(s):

Rental Application: \$100.00 per application (one-time fee) plus \$55.00 per adult (18 years or older) for background check with a Social Security

*****International Background Check: \$150.00 per person over the age of 18*****

(Note: The application fee of \$100.00 will be collected in addition to the international background fee)

If an international background will be conducted the following information must be provided:

1. Mother's Full Name (including all last names)
2. Mother's Date of Birth
3. Full Address in which you lived in while in the foreign country
4. Copy of Passport

****IMPORTANT** make sure the application is completed in full before coming to our office****

IMPORTANT – The fees stated above are **non-refundable** and are payable by **CHECK** or **MONEY ORDER ONLY**. Made payable to: New Horizons Property Management Solutions, LLC.

*****RENTERS ARE ONLY ALLOWED AFTER UNIT HAS BEEN OWNED FOR THREE (3) YEARS*****

The Approval Certificate will be available within 30 days after the receipt of all required documents are received and necessary interview (if applicable) is completed.

I, _____ understand and agree with all above term(s) and/or condition(s) including the Rules and
(Applicant)
Regulations of the Condominium and/or HOA.



Rental Application

1 - General Information:

1.1 Name of Community: _____
1.2 Address of Property: _____
1.3 Telephone (Any Time): _____
1.4 Email(s): _____
1.5 Name Titular: _____ D.L # _____ DOB _____ SSI _____
1.6 Name Spouse: _____ D.L # _____ DOB _____ SSI _____
1.7 Other Occupants: _____

Adults (over age 18) _____
Children _____
Pets _____

2 - Residence History:

2.1 Present address: _____
2.2 Time of occupancy _____ Owner _____ Lease _____
2.3 Landlord, If Lease _____ Phone _____
2.4 Previous address _____
2.5 Time of occupancy _____ Owner _____ Lease _____
2.6 Landlord, If Lease _____ Phone _____

3 - Employment Info:

Applicant

3.1 Name of Company: _____
3.2 Address: _____
3.3 Position: _____
3.4 Contact Name: _____ Position _____ Phone _____
3.5 Monthly Income: _____

Spouse

3.1 Name of Company: _____
3.2 Address: _____
3.3 Position: _____
3.4 Contact Name: _____ Position _____ Phone _____
3.5 Monthly Income: _____

4 - References:

4.1 Name: _____ Phone _____
4.2 Relationship: _____
4.3 Name: _____ Phone _____
4.4 Relationship: _____

Applicant's name and signature

Date

Applicant's name and signature

Date

Ph. 786.391.0087
Fax 786.502.3681
E-mail: info@newhorizonspropertymgmtsol.com

14411 Commerce Way Suite# 316
Miami Lakes, FL 33016



5 - Vehicles:

5.1 Vehicle # 1:	Make _____	Model _____	Color _____	Tag _____
5.2 Vehicle # 2:	Make _____	Model _____	Color _____	Tag _____
5.3 Vehicle # 3:	Make _____	Model _____	Color _____	Tag _____
5.4 Vehicle # 4:	Make _____	Model _____	Color _____	Tag _____

6 - BackgroundInfo:

6.1 Have you ever filed an application here before, if yes when? _____

6.2 Have you ever had any legal conflict as eviction? _____ Or filed bankruptcy? _____

6.3 Have you ever been convicted of a crime or felony? _____ Any other legal conflicts? _____

6.4 If yes, please include descriptor of legal charges and detailed explanation of occurrence on a separate page.

****** Please, be aware that any false information provided on this application will result in an automatic denial. ******

Information Release Authorization

The requested information will be used in reference to my application. The applicant herby authorizes you to release any and all information concerning my Employment, Residence, Banking and Credit to give this information to:

New horizons Property Management Solutions, LLC.

The applicant herby authorizes *New Horizons Property Management Solutions, LLC* to investigate all statements contained in my application deemed necessary. The applicant understands that the applicant hereby waives privileges that he/she may have regarding the requested information to release into the above-named party. A copy of this form may be used in lieu of the original. The Cost of the application process is \$100.00 (not reimbursable) payable to *New Horizons Property Management Solutions, LLC*. The approval Certificate will be delivered to the unit owner.

*****Rules and Regulation of the Association*****

Applicant certifies that he/she understood and accepted all rules and regulations of the Association.

Applicant's name and signature

Date

Applicant's name and signature

Date

Ph. 786.391.0087
Fax 786.502.3681
E-mail: info@newhorizonspropertymgmtsol.com

14411 Commerce Way Suite# 316
Miami Lakes, FL 33016

Para información en español, visite www.consumerfinance.gov/learnmore o escribe al Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.

- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need -- usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

TYPE OF BUSINESS:	CONTACT:
1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates	a. Consumer Financial Protection Bureau 1700 G. Street N.W. Washington, DC 20552
b. Such affiliates that are not banks, savings associations, or credit unions also should list,	b. Federal Trade Commission: Consumer Response Center – FCRA

in addition to the CFPB:	Washington, DC 20580 (877) 382-4357
2. To the extent not included in item 1 above:	
a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks	a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050
b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act	b. Federal Reserve Consumer Help Center P.O. Box. 1200 Minneapolis, MN 55480
c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations	c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106
d. Federal Credit Unions	d. National Credit Union Administration Office of Consumer Protection (OCP) Division of Consumer Compliance and Outreach (DCCO) 1775 Duke Street Alexandria, VA 22314
3. Air carriers	Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, S.E. Washington, DC 20423
4. Creditors Subject to the Surface Transportation Board	Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, S.W. Washington, DC 20423
5. Creditors Subject to the Packers and Stockyards Act, 1921	Nearest Packers and Stockyards Administration area supervisor
6. Small Business Investment Companies	Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, S.W., 8 th Floor Washington, DC 20549
7. Brokers and Dealers	Securities and Exchange Commission 100 F Street, N.E.

	Washington, DC 20549
8. Federal Land Banks, Federal Lank Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations	Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090
9. Retailers, Finance Companies, and All Other Creditors Not Listed Above	FTC Regional Office for region in which the creditor operates <u>or</u> Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 (877) 382-4357

**DISCLOSURE AND AUTHORIZATION
FOR CONSUMER REPORTS**

In connection with my application for occupancy for a dwelling and or Residential with _____, I understand consumer reports will be requested by you ("Company"). These reports may include, as allowed by law, the following types of information, as applicable: names and dates of previous employers, reason for termination of employment, work experience, reasons for termination of tenancy, former landlords, education, accidents, licensure, credit, etc. I further understand that such reports may contain public record information such as, but not limited to: my driving record, workers' compensation claims, judgments, bankruptcy proceedings, evictions, criminal records, etc., from federal, state, and other agencies that maintain such records.

In addition, investigative consumer reports (gathered from personal interviews, as applicable, with former employers or landlords, past or current neighbors and associates of mine, etc.) to gather information regarding my work or tenant performance, character, general reputation and personal characteristics, and mode of living (lifestyle) may be obtained.

This authorization is conditioned upon the following representations of my rights:

I understand that I have the right to make a request to the consumer reporting agency: United Screening Services, Corp.(name) ("Agency"), P.O. Box 55-9046, Miami, FL. 33255-9046 (address), telephone number (305) 774-1711 or (800) 731-2139, upon proper identification, to obtain copies of any reports furnished to Company by the Agency and to request the nature and substance of all information in its files on me at the time of my request, including the sources of information, and the Agency, on Company's behalf, will provide a complete and accurate disclosure of the nature and scope of the investigation covered by any investigative consumer report(s). The Agency will also disclose the recipients of any such reports on me which the Agency has previously furnished within the two year period for employment requests, and one year for other purposes preceding my request (California three years). I hereby consent to Company obtaining the above information from the Agency. I understand that I can dispute, at any time, any information that is inaccurate in any type of report with the Agency. I may view the Agency's privacy policy at their website: www.unitedscreening.com.

I understand that if the Company is located in California, Minnesota or Oklahoma, that I have the right to request a copy of any report Company receives on me at the time the report is provided to Company. By checking the following box, I request a copy of all such reports be sent to me. Check here:

As a California applicant, I understand that I have the right under Section 1786.22 of the California Civil Code to contact the Agency during reasonable hours (9:00 a.m. to 5:00 p.m. (PTZ) Monday through Friday) to obtain all information in Agency's file for my review. I may obtain such information as follows: 1) In person at the Agency's offices, which address is listed above. I can have someone accompany me to the Agency's offices. Agency may require this third party to present reasonable identification. I may be required at the time of such visit to sign an authorization for the Agency to disclose to or discuss Agency's information with this third party; 2) By certified mail, if I have previously provided identification in a written request that my file be sent to me or to a third party identified by me; 3) By telephone, if I have previously provided proper identification in writing to Agency; and 4) Agency has trained personnel to explain any information in my file to me and if the file contains any information that is coded, such will be explained to me.

I understand that I have rights under the Fair Credit Reporting Act, and I acknowledge receipt of the Summary of Rights _____ (initials).

Printed Name: _____

Signature: _____

Date: _____

For identification purposes:

Social Security No.: _____; Date of Birth: _____

Driver's License No.: _____; State of Issue: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Calusa Point Homeowners Association, Inc.
APPLICATION FOR LEASE / PURCHASE

This home may not be occupied or used for storage of the applicant's personal property without the prior written approval of the Association.

Any individual or guest of a homeowner or tenant who stays in a lot for more than 30 days must be screened/approved by association.

Prior to moving in, all applicants shall be required to attend an "Interview Meeting", at such time as may be scheduled by the Association.

Homeowners desiring to lease their unit may not enter into lease with a term less than one (1) year and annual lease renewals are subject to be reviewed by the Board of Directors.

Moving Hours: Monday thru Saturday from 7:00 a.m. to 9:00 p.m.
Residents may not move in or out on Sundays or Holidays.
Security should be advised in advance. No moving vehicles after 9 p.m.

Tenants under contract may not sublease, sub-rent, or assign leases to a 3rd party without prior approval of the Homeowner and the Association.

Incomplete packages (missing payment, information, signatures or initials, blank fields, copies of illegible documents) will not be accepted for process.

Background/Screening for International applicant (with no social security number) may take an additional (2) two weeks turnaround time to complete.

The application will not be processed until the Association or its authorized agent receives the required information and fees listed above.

The enclosed application package must be completed in full and return to Management at least 30 working days prior to desired occupancy.

Acknowledged and Agreed: _____ Date: _____

Acknowledged and Agreed: _____ Date: _____

Calusa Point
Homeowners Association, Inc.

APPLICATION FOR LEASE / PURCHASE

In as much as the Board of Directors desires to provide for a homogenous, compatible and financially secure community at Calusa Point Homeowners Association, it is the resolution of the Board of Directors to adopt the following criteria for approving or disapproving all future applicants who desire to own, lease or otherwise acquire residences in Calusa Point Homeowners Association.

The credit standing of the applicant.

The financial statement of the applicant in case of a sale.

The number of occupants.

The past experience of the applicant as a lessee or tenant.

The applicant's purpose for acquiring the unit.

The length of the planned occupancy in case of a rental.

The existence of pets.

The present owner's financial standing with the association.

The completeness of the application.

The verification and accuracy of all matters contained in the application.

The payment of the approval-processing fee.

The perceived willingness to abide by the Association lifestyle.

The number and type of vehicles to be kept within the Association.

The applicant's attendance at the Association's screening interview

The existence of any violation by the present homeowner.



Calusa Point Home Owner Association, Inc.
 C/O New Horizons Property Management Solutions, LLC. 14411
 Commerce Way Suite 316 Miami Lakes, FL 33016
 Phone: (786) 391-0087 E-Mail: Info@newhorizonspropertymgmtsol.com

PET REGISTRATION FORM

[Pet Information #1]:

Name: _____

Species / Breed: _____

Weight: _____ Color: _____

[Pet Information #2]:

Name: _____

Species / Breed: _____

Weight: _____ Color: _____

PET OWNERS: Copies of Miami-Dade Dog License and Vaccination records.

By Signing below, I/We acknowledge and agreed to abide by all of the following Rules and Regulations set forth by the community of Calusa Point:

Pets are defined as: Cats, Dogs and Tropical Fish. No livestock or poultry permitted anywhere on the property at any time.

- **Restrictions:** Although there is no weight restriction, there is a limit of two (2) pets per unit.
- **Restricted Areas:** Pets shall not be permitted in the pool, cabana, tennis or racquetball courts, or playground. Pets shall not be maintained on front patios, unless accompanied by the Owner.
- **Feeding:** Feeding of stray animals is strictly prohibited anywhere on the property, including common areas, rear or front porch.
- **Livestock, Poultry or Exotic Animals:** No livestock poultry or exotic animals shall be permitted anywhere on the property at any time.
- **Laws/Ordinances:** Residents who own pets are required to comply with ALL applicable Rules and Regulations and Miami Dade County ordinances relevant to pets/ animals including the following:
- **Dog License:** License tags are required for all dogs. Dog license tags must be renewed annually by the anniversary of the dog's most recent rabies vaccination.
- **Animal Cruelty Law:** Animal cruelty is defined as harming or hurting an animal including depriving an animal of food, water, shelter or veterinary care.
- **Dangerous Dog:** Within 14 days after a dog has been designated as dangerous, the responsible party shall obtain a registration for the dog from Animal Services and the dog must be removed from the property. A dangerous animal is defined as one who attacks a person or animal. The Association may prohibit breeds of dogs that the board considers dangerous at its sole discretion.
- **Cat License Law:** Cat registration is voluntary and is not required, However the Calusa Point rules and regulations restrict the feeding of stray cats. Cats are also limited to pet restrictions which are 2 per home.
- **Leash Law (Roaming animals):** When an animal is on common area, it must be leashed at all times. Animals are not permitted to roam free off private property or on common areas. Any animal which is seen roaming on Calusa Point property is in violation of the provisions of this section shall be considered abandoned and will be reported to and removed by the appropriate authorities.
- **Loud Pets:** Are defined as any animal which causes frequent, habitual or long continued noise which is plainly audible at a distance of 100 feet at any time of the day. These pets are not allowed and must be either be brought inside the home or removed from the Calusa Point.
- **Pit Bull Law:** Pit Bulls are banned in Miami-Dade County. This breed shall be strictly prohibited.
- **Pooper Scooper Law:** If they poop it you must scoop it! Please use our convenient dog bags and waste basket stations located thought out the property. Please be considerate of your neighbors and our community kids and do not leave poop on grass and common areas.
- **Prohibited Breeding or Raising of Animals:** Restrictions are in place concerning owning or breeding animals in a Residential District and are enforced by the Neighborhood Regulations Division. No animal of any kind shall be raised, bred or kept within any Calusa Point for commercial purpose.
- **Rabies Law:** All dogs, cats and ferrets older than four months old must be vaccinated against rabies, and every 12 months after. **Tethering Law:** Leaving a dog unattended, tethered (as in tying a leash to an anchor, tree or fence) is considered a form of animal abuse. No tethering shall be allowed on the exterior of the home or common areas.
- **Violations and Enforcement:** Violators of the above will be fined at the Owners Expense. Furthermore, any animal who is considered a repeat offender (excluding dangerous animals which shall be removed immediately), will be requested to be removed from the property. Furthermore, the Association shall have the right, but not the obligation to call upon Miami Dade County Animal Services for enforcement. In the event the property is rented, the tenant will be removed and lease canceled at the Owner's expense.
- **Hold Harmless:** Residents who keep a pet in their unit shall hold the association harmless against any and all claims, debts, demands, obligations, cost and expenses which may be sustained or asserted against the Association and / or its Board of Directors, because of any such acts their pet may commit in or about the condominium property

Applicant Signature:

Co-Applicant Signature: _____

Date:

Date: _____

CALUSA POINT

Contact Info. & Vehicle Registration

C/o New Horizons Property Management Solutions, Inc.
14411 Commerce Way Ste 316 Miami Lakes, FL 33016
Phone: (786) 391-0087 · Fax: (786) 502-3681

Property Address: _____ *Unit:* _____

Owner Information:

Name(s): _____

Mailing Address: _____

Home #: _____ Cell #: _____

Work#: _____ Email: _____

No. of People Occupying Unit: Adults: _____ Children: _____ Pets: _____

Is the unit rented? No Yes If YES, please complete Tenant Information below!

Tenant Information:

Name(s): _____

Home #: _____ Cell #: _____

Work#: _____ Email: _____

Monthly Rent Payment: \$ _____ Rent Payment Due on the _____ day of each month

Emergency Contact:

Name: _____ Phone: _____

Vehicle(s) Information:

Barcode #

Make: _____ Model: _____ Tag: _____ Yr: _____ Color: _____ (____)

Make: _____ Model: _____ Tag: _____ Yr: _____ Color: _____ (____)

Make: _____ Model: _____ Tag: _____ Yr: _____ Color: _____ (____)

Preferred Guest Access:

1. _____

2. _____

3. _____

By signing below, you acknowledge that you understand all parking Rules & Regulations and agree that you will follow them. You must present copies of: **Valid Driver's License or State issued Picture ID and Vehicle Registration must be provided in order to receive decals!**

Owner(s) Signature: _____ / _____ *Date:* _____

Tenant(s) Signature: _____ / _____ *Date:* _____

Parking Rules & Regulations:

1. BARCODES represent an authorization to access the property and are ONLY intended for vehicles owned by residents that have been registered with the Association.
2. Mgmt. reserves the right to revoke any BARCODES if misused or used in a vehicle other than the one it was assigned to.
3. The BARCODE must be affixed by management or their representative on the rear driver side window.
4. Maximum of three (4) barcodes per unit. \$25.00 each
5. A vehicle without a decal will be considered a visitor vehicle.
6. All visitors must use the visitor entry lane and are subject to inspection by security personnel.
7. Any vehicle parked in a NO PARKING or UNAUTHORIZED AREA will be given a warning. 24 hours after the warning has been issued, the vehicle will be towed at the owners expense.
8. No abandoned vehicles or vehicles in need of extensive repair are allowed. (Example: No license Plate, Expired Tag, Flat Tires, Not in movable condition). These will be towed immediately at the owner's expense.
9. No commercial vehicles allowed to park overnight in property.

Please note that these are the guidelines for vehicle parking & towing. Any violation of these will result in towing at the vehicle's owner expense. No excuses. Calusa Point residents must understand that we do not have as many parking spaces as we would like, therefore parking space rules and regulations will be strictly followed. Our goal is to live in an organized and decent community to be enjoyed by all.