

PARKWOOD SQUARE VILLAS, A CONDOMINIUM

SALE/LEASE APPLICATION

Applications **MUST** allow up to
Fifteen **(15)** days for processing and review

All Applications **MUST** be submitted to
AMERI-TECH COMMUNITY MANAGEMENT
Along with your **NON-Refundable \$100.00 Application Fee.**

Please make all Checks or Money Orders payable to
PARKWOOD SQUARE VILLAS

No application will be processed without the Application fee.

If this is a Lease, please attach a copy of the lease to this
Application. If this is a Sale a copy of the Sales Contract Is
also needed.

* Please provide a copy of your driver's license or a photo ID card

Upon Receipt of application and application fee, a background check
.will be ordered. Upon Receipt of the findings from the background check
An appointment will be made by the Welcome Committee.
This meeting **MUST be held **BEFORE THE CLOSING.****

PARKWOOD SQUARE VILLAS, APPLICATION FOR APPROVAL OF SALE OR LEASE

DATE: _____ CLOSING AGENT: _____ PHONE: _____

UNIT: _____ ADDRESS: _____

() Application • Sale or Transfer Date of Closing: _____

() Application • Lease Term of Lease: From _____ to _____

PLEASE PRINT AND FURNISH STREET ADDRESSES, INCLUDING ZIP CODES:

1. Name(s) and address of Seller, Transferor or Lessor:

2. Name(s) of Purchaser, Transferee or Lessee:

3. Please provide Date of Birth of Purchaser, Transferee or Lessee:

4. Name of Spouse with Date of Birth:

5. Occupation: _____

6. Home Address: _____

7. Number of Children with ages: _____

8. Pets (Describe including weight): _____

9. Names of all persons who will occupy this unit:

10. Relationship of each applicant:

11. Home Phone: _____ Mobile: _____ Business: _____

**COMPLETE ON APPLICATION FOR APPROVAL OR LEASE ONLY
LEASE TO BE FOR A MINIMUM OF 1 YEAR**

12. Last Address: _____

Name of Landlord (if rental property): _____

Phone Number: _____

Length of Stay: From _____ to _____

Next to Last Address: _____

Name of Landlord (if rental property): _____

Phone Number: _____

Length of Stay: From _____ to _____

**PARKWOOD SQUARE VILLAS
APPLICATION FOR APPROVAL OF SALE OR LEASE**

13. **BANK REFERENCE:** _____

This Application is submitted by the undersigned applicant who hereby consents to such inquiry concerning himself and family as the Association deems necessary. The undersigned applicant affirms that he or she has read the foregoing and agrees to observe and abide by the PARKWOOD SQUARE VILLAS Rules and Regulations, Declaration of Condominium, Bylaws and Land Lease, receipt of copies of which are hereby acknowledged by applicant.

The above information is true and accurate to the best of my knowledge and is provided to **PARKWOOD SQUARE VILLAS** with the full knowledge that the Association may investigate any information so provided. It is also understood that should the application not be completely or accurately filled out and properly signed, it may be returned not processed and not approved. **FALSIFICATION CONTAINED HEREIN WILL RESULT IN IMMEDIATE REJECTION. I/WE CERTIFY THAT HAVE BEEN PROVIDED WITH, HAVE READ, UNDERSTAND, AND PLEDGE COMPLIANCE WITH THE DOCUMENTS OF PARKWOOD SQUARE VILLAS CONDOMINIUM, INC. A COUPON BOOK SHOULD BE TRANSFERRED TO THE NEW OWNER UPON CLOSING. A BACKGROUND/CREDIT CHECK WILL BE PERFORMED BEFORE ANY APPROVALS.**

SIGNATURE: _____
(Applicant)

SIGNATURE: _____
(Seller, Transferor, or Lessor)

SIGNATURE: _____
(Real Estate Agent)

APPROVED: _____ DISAPPROVED: _____

PARKWOOD SQUARE VILLAS: _____

By: _____

Please allow a minimum of fifteen (15) days for processing. If approved, and Approval of Application will be mailed to the Seller, Transferor, Lessor or real estate agent at the above address.

Please send your completed application and copy of sales contract to:

**AMERI-TECH COMMUNITY MANAGEMENT
6415 1st Avenue South
St Petersburg, FL 33707**

An application fee of \$100.00 must be submitted with this form.

PARKWOOD SQUARE VLLAS, A CONDOMINIUM
RULES AND REGULATIONS - Revised 3/28/2017

Each owner, invitee, relative, guest, or otherwise, hereinafter referred to as Occupant of the Condominium Parcel, shall in addition to the obligations and duties as set forth in the Declaration of Condominium, the By-laws or any amendments thereto, be governed by the following regulations:

1. Each owner has the right to sell or lease his/her unit provided that the provisions of the Condominium Association and these Rules and Regulations are followed. The Board of Directors of the Condominium must approve the proposed purchaser, or lessee. A background check and interview by the Board of Directors must be done before any sale or lease is completed. This is the responsibility of the owner, and if not completed as required, the Board of Directors has the right to negate any such agreement/lease. No new owner or tenant may move in prior to Board approval
2. Each occupant shall maintain his/her unit in good condition and repair, including all internal surfaces within or surrounding his/her unit and maintain and repair the fixtures therein. Each occupant shall pay promptly for any utilities which are metered, separately to his/her unit. An annual fire safety inspection shall be conducted of all units to ensure compliance-with city and state codes and for insurance requirements
3. Common areas of the building, such as walkways, laundry facilities, storage areas, landscaped and grassed areas, shall be used only for the purpose intended. No articles belonging to the occupants shall be kept in such areas; either temporarily or otherwise. The area behind each unit is common association property. Planting of small flower gardens may be permitted with Board approval. Plantings must be maintained in a neat and orderly manner as determined by the Board. Plantings will be limited to a height of no more than four (4) feet high. Vegetable plants, fruit trees or plantings detrimental to the property are not permitted. Unauthorized or unmaintained plantings will be removed by the landscaping crew
4. Unit owners are reminded that alteration and repair of the building is a responsibility of the Association, except for the interior of the unit. No exterior painting of doors or buildings, or additions such as screen doors or lighting fixtures or any other item whatsoever, and no alteration, modification, change or removal may be made of any interior wall without first obtaining written approval of the condominium association.
5. No occupant may make or permit anything to be done or performed on, in or about the premises which would result in damage to association property or cause an increase in insurance premiums

6. No occupant may make or permit any disturbing noises (between 11pm and 6am) in the building or on the condominium property whether made by himself/herself, their family, friends, guests or servants, nor to permit anything to be done by such persons that would interfere with the rights, comforts, or other conveniences of other occupants.
7. No radio or television antenna or antennas, satellite dishes, or any wiring for such purpose may be installed on the exterior of the building or upon the association property without the prior written consent of the Association.
8. Disposition of garbage and trash shall be only by the use of garbage disposal units, or by use of receptacles supplied by the Association. Large items such as furniture pieces, should be left inside the enclosure and a call made to the property management company (727-548-9402) for special pickup.
9. Each unit may identify the occupant by a nameplate of a size and type approved by the Association and mounted in a place and manner so approved.
10. No signs, advertising or notices of any kind or type whatsoever, including but not limited to, "For Rent" or "For Sale" signs, shall be permitted to be displayed on the exterior of any unit nor shall the same be posted or displayed in such a manner to be visible from the exterior of any unit.
11. All automobiles shall be parked only in the parking spaces so designated for that purpose by the Association. The parking spaces will be designated by the owner's unit number. All vehicles of any kind or description, campers, boats and boat trailers, commercial, unregistered or inoperable vehicles or expired tag vehicles are specifically prohibited from any portion of the association's property and will be towed at the expense of the owner. Only one vehicle per parking stall is permitted unless otherwise approved by the Board of Directors.
12. Parking spaces designated for guest parking are to be utilized for that purpose only. Guest spots are for temporary visitors-only and not for owner's storage of additional vehicles. If an exception is needed, it will be considered and be granted by the Board of Directors.
13. Each owner/occupant shall maintain his/her unit in a clean and sanitary manner. Each owner/occupant may install laundry and drying equipment subject to approval by the board. Licensed contractors must do all work. No drying of laundry will be permitted outside of the occupant's unit, except in the laundry room. Laundry that is washed in the laundry room must be machine dried or removed from the laundry room.

14. Each unit shall be used only for the purpose of a single-family residence of persons and for no other purpose whatsoever, excepting upon specific approval in writing from the association. Said approval may be revoked or suspended without notice at the discretion of the association.
15. All official notices of PARKWOOD SQUARE VILLAS, A CONDOMINIUM shall be posted on designated bulletin boards. No member shall make or permit to be made, any written, typed or printed notices of any kind whatsoever, or post the same on the bulletin boards, mail or otherwise circulate it to members, which purports or represents to be, an official act or notice of the Association without board approval. Notices of a social nature or purpose by a member in his capacity as a member, to other members are specifically excluded, provided that such notices shall bear the signature of the member or members making or uttering such notices and shall be fully responsible for the contents thereof.
16. No dogs, cats, or other pets are allowed to be kept in, on, or about the association property. Upon written permission from the Board, a dog or cat may visit for no more than two weeks in any six-month period. Requests for service animals must comply with applicable Florida Statutes and proper documentation must be submitted to the Board for approval.

DATE _____

CUSTOMER NUMBER 2325 – **AMERI-TECH**

TENANT INFORMATION FORM

I / We _____ prospective
tenant(s) / buyer(s) for the property located at _____.

Managed By: _____ Owned By: _____

Hereby allow TENANT CHECK LLC and or the property owner / manager to inquire into my / our credit file, criminal, and rental history as well as any other personal record, to obtain information for use in processing of this application. I / we understand that on my / our credit file it will appear that TENANT CHECK LLC has made an inquiry. I / w e cannot claim any invasion of privacy or any other claim that may arise against TENANT CHECK LLC now or in the future.

PLEASE PRINT CLEARLY

TENANT INFORMATION:

SINGLE _____ MARRIED _____

SOCIAL SECURITY#: _____

FULL NAME: _____

DATE OF BIRTH: _____

DRIVER LICENSE #: _____

CURRENT ADDRESS: _____

HOW LONG? _____

LANDLORD & PHONE: _____

PREVIOUS ADDRESS: _____

HOW LONG? _____

EMPLOYER: _____

OCCUPATION: _____

GROSS MONTHLY INCOME: _____

LENGTH OF EMPLOYMENT: _____

WORK PHONE NUMBER: _____

HAVE YOU EVER BEEN ARRESTED?

(CIRCLE ONE) YES ☐ NO ☐

HAVE YOU EVER BEEN EVICTED?

(CIRCLE ONE) YES ☐ NO ☐

SIGNATURE:

PHONE NUMBER: _____

EMAIL: _____

IMPORTANT

Please complete this form and return it to Ameri-Tech with your owner/tenant application. Applications received without this form will not be processed.

SPOUSE / ROOMMATE:

SINGLE _____ MARRIED _____

SOCIAL SECURITY #: _____

FULL NAME: _____

DATE OF BIRTH: _____

DRIVER LICENSE #: _____

CURRENT ADDRESS: _____

HOW LONG? _____

LANDLORD & PHONE: _____

PREVIOUS ADDRESS: _____

HOW LONG? _____

EMPLOYER: _____

OCCUPATION: _____

GROSS MONTHLY INCOME: _____

LENGTH OF EMPLOYMENT: _____

WORK PHONE NUMBER: _____

HAVE YOU EVER BEEN ARRESTED?

(CIRCLE ONE) YES ☐ NO ☐

HAVE YOU EVER BEEN EVICTED?

(CIRCLE ONE) YES ☐ NO ☐

SIGNATURE:

PHONE NUMBER: _____

EMAIL: _____

IF THE WRONG SOCIAL SECURITY NUMBER IS SUBMITTED, A SECOND APPLICATION FEE WILL BE CHARGES TO RE-PULL THE REPORT.

A CREDIT REPORTING SERVICE PROVIDING CREDIT REPORTS
FOR REALTORS / PROPERTY MANAGERS / APT COMPLEXES /
MOBILE HOME PARKS / CONDOMINIUM ASSOCIATIONS / EMPLOYERS

PARKWOOD SQUARE VILLAS

Please Return to Ameri-Tech Community Management, Inc.

6415 1st Avenue South, St. Petersburg, FL 33707

E-mail: ackerrl@ameritechmail.com – (727) 726-8000 – Fax – (727) 873-7307

EMERGENCY CONTACT INFORMATION FOR OWNER OR TENANT

PROPERTY ADDRESS _____ UNIT _____

Please complete the form below by PRINTING the requested information, sign & date and either hand delivery, mail, or scan & email to Ameri-Tech Community Management c/o LISA ACKER

Homeowners Name(s) _____

Resident Address _____ Unit _____

Mailing Address (if different) _____

Home Telephone Number _____

Work Telephone Number _____ Text Cell Phone: YES or NO

Email _____ Cell # _____

Nearest Contact (relative, friend, neighbor) with a key (in case of emergency)

Name _____ Phone _____

Mailing Address _____

Nearest Relative (in case of emergency)

Name _____ Phone _____

Mailing Address _____

TENANT(s), if applicable _____

Home Telephone Number _____

Work Telephone Number _____ Text Cell Phone: YES or NO

E-mail _____ Cell # _____

Number of Person(s) occupying unit

Adults(s) ____ Children _____

Vehicle(s) ____ Make/Yr _____ Model _____ Color _____ TAG Number _____

PLEASE SIGN AND DATE BELOW:

Owner Signature _____

Date _____

Co-Owner Signature (if applicable) _____

Date _____

☐ I give permission to share my personal information (phone numbers, e-mail & address) with other PARKWOOD SQUARE VILLAS. owners.