

The French Quarter Homeowner's Association, Inc.

Instructions for Lease/Sale Application Form

1. Fill out the Property Owner Information form in full. Unmarried/unrelated residents will need to submit separate applications and fees. **Please do not leave any spaces blank.**
2. A fully executed copy of the lease/sale agreement must accompany the application.
3. The Notice of Intent to lease/sell must be completed and returned by the current owner.
4. A copy of the Drivers License(s) of all residents that will be residing in the unit must accompany the application.
5. Applications with a delinquent account balance must be brought and kept current or the application will be returned incomplete and denied.
6. A lease ***is not*** effective nor may the unit be occupied by the respective lessee(s) without the prior written approval by the Board of Directors of the Association.
7. The approval of any proposed lease is subject to the discretion of the Board of Directors of The French Quarter. The Board of Directors has the right to reject any lease application for any reason.
8. Any changes in a lease that are made after the lease approval must be approved by the Board of Directors.
9. Owners are to ensure that their tenants are familiar with the governing Rules and Regulations.
10. A non-refundable check payable to **The French Quarter HOA in the amount of \$150.00 for the application fee.** The Board of Directors will render a decision within 30 days.
11. A non-refundable check payable to **Miami Management in the amount of \$50.00 for the processing fee** must accompany this application.

**** Application will NOT be processed without the required fees. ****
***** INCOMPLETE APPLICATIONS WILL CREATE UNNECESSARY DELAYS. *****

Submit the entire package including contract and checks to:
The French Quarter HOA, Inc.
c/o MMI of the Palm Beaches, Inc.
11770 US Highway One, Suite 301E
Palm Beach Gardens, FL 33408

Should you have any questions, please contact MMI at (561) 686-7818.

Thank you,
The Board of Directors
The French Quarter HOA, Inc.



NOTICE OF INTENT TO LEASE/SELL

I/WE DO HEREBY NOTIFY THE FRENCH QUARTER HOA, INC. OF THE INTENT TO LEASE/SELL THE UNIT AS FOLLOWS:

UNIT ADDRESS: _____

CURRENT OWNER: _____

CURRENT OWNER PHONE NUMBER: _____

CURRENT OWNER E-MAIL: _____

PROSPECTIVE TENANT/PURCHASER(S):

PROSPECTIVE OCCUPANTS E-MAIL (1): _____

PROSPECTIVE OCCUPANTS E-MAIL (2): _____

OTHER PERSONS WHO WILL OCCUPY THE UNIT:
(All licensed drivers must provide a copy of their Drivers License)

NAME	AGE	RELATIONSHIP TO RESIDENT
_____	_____	_____
_____	_____	_____
_____	_____	_____

LEASE PERIOD/CLOSING DATE: START DATE _____ END DATE _____

CURRENT OWNER'S SIGNATURE:

DATE _____

DATE _____



The French Quarter HOA, Inc.

MMI of the Palm Beaches, Inc. ♦ 11770 US Highway One, Suite 301E ♦ North Palm Beach, FL 33408
Phone 561-686-7818 ♦ Fax 561-686-7284

TENANT/PURCHASER APPLICATION FORM

Note: In order for MMI of the Palm Beaches, Inc. to have complete and updated resident information, all applications must include the following information for the prospective buyer/tenant(s).

Date: _____

Please print information for the prospective tenant/purchaser:

Applicant Name: _____

Employer Name, Address, Telephone: _____

Spouse: _____

Employer Name, Address, Telephone: _____

Property Address: _____

Other Occupants: Name: _____ Age: _____ Relationship: _____

Name: _____ Age: _____ Relationship: _____

Home Phone: _____ Work Phone: _____

Second Address: _____ (If applicable)

Telephone Number: _____ Email Address: _____

Emergency Contact:
Name _____ Phone Number: _____

LIST ALL VEHICLES:

Only two (2) vehicles are allowed per unit and for those approved by the board (once they become residents of the community) the HOA will issue decals to identify those vehicles listed on the application.

Make	Model	Year	Color	License Plate #	State
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Description of Pets (Breed, Size, Color, Weight, etc.) **Please write NONE if no pets:**



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REFERENCES:

1. Name & Phone Number: _____

Complete Address: _____

2. Name & Phone Number: _____

Complete Address: _____

3. Name & Phone Number: _____

Complete Address: _____

BANK REFERENCES:

4. Bank (Checking): _____ Acct # _____

Complete Address: _____

5. Bank (Savings): _____ Acct # _____

Complete Address: _____

I/We represent that the above information is factual and true and I/We are aware that any falsification or misrepresentation of the facts in this application will result in automatic rejection of this application. I/We consent to further inquiry concerning this application.

Lessee/Purchaser Signature

Date

Lessee/Purchaser Signature

Date

Current Owner or Realtor name, phone number, e-mail and Address to mail Original Certificate of Approval.



MMI REPRESENTATIVE: _____ NAME OF PROPERTY _____



**NOTICE, AUTHORIZATION AND RELEASE FOR THE PROCUREMENT OF A CONSUMER AND/OR
INVESTIGATIVE CONSUMER REPORT
IMPORTANT NOTICE**

Effective January 1, 2012, employers in California may only use consumer credit reports for employment purposes if the report is sought for the following:

A managerial position; 2) A position in the state Department of Justice; 3) A sworn peace officer or other law enforcement; 4) The California Fair Credit Reporting Act AB 655 created Civil Code section 1786.29 which requires a California applicant to choose if they want to have a copy of their consumer report.

If the applicant is a California resident, the following applies:

- 1. The report does not guarantee the accuracy or truthfulness of the information as to the subject of the investigation, but only that it is accurately copied from public records.**
- 2. Evidence of identity theft may or may not be identified from this report.**
- 3. The applicant has the right to see and copy their consumer report.**
- 4. The applicant requests a copy of the consumer report by checking the box.**

I, the undersigned consumer, do hereby authorize **MIAMI MANAGEMENT, INC.** by and through its independent contractor, **Scott Roberts and Associates**, to procure a consumer report and/or investigative consumer report on me. I understand that this authorization and release shall be valid for subsequent consumer and/or investigative consumer reports for **leasing or tenant ownership purposes** with **MIAMI MANAGEMENT, INC.** I authorize **MIAMI MANAGEMENT, INC.** to share this consumer report with prospective landlords if necessary. Said reports may include, but are not limited to, information as to my character, general reputation and personal characteristics, discerned through employment and education verifications; personal references; personal interviews; my personal credit history based on reports from any credit bureau; my driving history, including any traffic citations; a social security number verification; present and former addresses; criminal and civil history/records; any other public record.

I further authorize any person, business entity or governmental agency who may have information relevant to the above to disclose the same to **MIAMI MANAGEMENT, INC.** by and through **Scott Roberts and Associates**, including, but not limited to any and all courts, public agencies, law enforcement agencies and credit bureaus, regardless of whether such person, business entity or governmental agency compiled the information itself or received it from other sources.

I understand that I am entitled to a complete and accurate disclosure of the nature and scope of any investigative consumer report of which I am the subject upon my written request to **Scott Roberts and Associates** at 2290 10 Ave. N, Suite 500, Lake Worth, FL 33461, www.scottrobertsassociates.com, (888)-605-4265(O) (888)605-4305 (F) if such is made within a reasonable time after the date hereof. I also understand that I may receive a written summary of my rights under 15 U.S.C § 1681 et. seq.

Signature: _____

Date: _____

SCAN COMPLETED FORM TO: INFO@SCOTTRROBERTSASSOCIATES.COM



Rules & Regulations Acknowledgement Form

Dear Admissions Committee:

I/We have been given a copy of the The French Quarter HOA, Inc. Rules and Regulations due to my application as a lessee/occupant for unit _____ . I have received, read, understand and will abide by the HOA Rules and Regulations.

Lessee Signature

Date

Print Name

Lessee Signature

Date

Print Name

Other Occupants Signature

Date

Print Name

Other Occupants Signature

Date

Print Name

**This form to be executed and returned prior to
scheduled interview.**



THE FRENCH QUARTER HOMEOWNER'S ASSOCIATION, INC.

RULES AND REGULATIONS

Amended May 13, 2003

1. **Disturbances**: No owner shall make or permit any disturbance, either noise-wise or otherwise, that will interfere with the rights, comforts, or convenience of others.
2. **TV Service Provider**: Owners may employ the use of a direct satellite television system, television antenna or master or cable system installed by or throughout the area by the Association. Satellite dish receivers may only be of the smaller two "Direct TV" size. AM antennas or satellite dishes must be mounted in the patio area or on the roof. No exposed wiring will be allowed in mansard walls.
3. **Pets**: Shall be restricted to no more than one pet per home. A pet shall mean a dog or cat which shall not exceed 25 lbs. Dogs that are here as of October 1, 1996, will be grand fathered in, but cannot be replaced when they are gone, except under these rules. Pets shall be on a leash at all times when not confined within the owners' home or courtyard. Pets that violate these rules and regulations may be removed by the Association after notice to the owner, with the prevailing party being entitled to recover the cost of the proceedings and reasonable attorney's fees.
4. **Grilling**: Bar-B-Que cookers shall be used in the Courtyards only.
5. **Disposal of Garbage and Refuse**: For sanitary reasons all trash except newspapers, shall be in plastic bags and tied securely before being placed in trash receptacles. Only the sanitation company retained by the Village may remove garbage.
6. **Pest Control**: Unit owners shall be responsible for their own pest control and the hiring of an exterminator at their own expense. Any unit found with excessive infestation that invades or threatens to invade adjoining units must rectify said situation at their own expense. In the event said owners fails to rectify said situation then the Association at the expense of the owner of the unit causing the infestation will hire its own exterminator to eliminate the problem.
7. **Cleanliness and Safety in Public Areas**: There shall be no bicycles, toys or clutter left outside courtyards at any time. Bicycles, toys or clutter left outside will be impounded.
8. **Automobiles/Parking**: There shall be no assembling or disassembling of motor vehicles except for ordinary maintenance such as changing a tire, battery, etc.
9. **Recreational Vehicles**: Motor homes, buses, boats and other such vehicles shall not be allowed to park overnight within the French Quarter confines except within closed garages or with the written consent of the Association.



10. **Trucks:** Privately owned trucks and/or vans shall be allowed as long as they are not of the commercial variety and they are not adorned with any commercial advertising. Trucks shall conform to the Wellington Municipal code, which is currently set at a maximum size, four wheels and used for personal transportation. One such vehicle shall be allowed per unit and the vehicle is registered with the Association. All motor vehicles must be maintained and in running order and shall not constitute an eyesore to the Community.
11. **Motorcycles:** Motorcycles will be allowed as long as they are kept out of sight on the patio or in an enclosed garage. No motorcycle operations will be allowed within the French Quarter premises.
12. **Common Areas:** Owners shall be held responsible by the Association for all property damage to the common property.
13. **Landscaping:** All plants, hedges, or shrubs within the two foot perimeter of the courtyard shall not be allowed to grow higher than the iron railing. Part-time residents **MUST** arrange to keep the appearances up. Trees within the Patios must not hang over the sidewalks, or encroach on common property.
14. **Ducks:** Shall not be fed anywhere but at the edge of the lake.
15. In addition to the foregoing, all owners of property shall abide by the Declaration of Protective Covenants, the Articles of Inc. and the By-Laws of the FQHOA, Inc.

