

APPLICATION FOR OCCUPANCY

All new residents (owners and/or tenants) are required to apply with **GARDEN LAKE TOWERS CONDOMINIUM ASSOCIATION, INC.** prior to moving in. The application process could take roughly one to two weeks. A proposed buyer or tenant **MUST** be approved before moving in. You **MUST** obtain the required forms from the office of:

GRS MANAGEMENT, INC.
15280 NW 79TH COURT, SUITE 101
MIAMI LAKES, FL 33016
PHONE 305-823-0072
FAX 305-823-4888

All applications **MUST** be submitted to **GARDEN LAKE TOWERS CONDOMINIUM ASSOCIATION, INC.** All forms must be 100% complete and correct and must be signed by the appropriate parties. Incomplete applications **WILL NOT** be accepted nor processed.

Please note all application requests are only valid for 30 days. If there are any pending items, the application will automatically be cancelled upon 30 days after submission. All applications fees are non-refundable.

The following must be included with the application:

- _____ Application processing fee of \$150.00 for legally married couples (must provide a copy of marriage certificate). Any other applicant over 18 years of age must pay an additional \$150.00 per applicant. Made payable to: **GRS MANAGEMENT, INC. (Cashier's check or money order only) - Application fees are non-refundable.**
- _____ If the application is for sale, an estoppel **MUST** be requested before or at the time this application is submitted. ESTOPPEL FEE OF \$250.00 (standard) OR \$350.00 (rush) is required. Made payable to: **GRS MANAGEMENT, INC (Cashier's check or money order only)**
- _____ Signed copy of the contract for sale or lease.
- _____ Copy of Local Police Record
If unable to secure local appointment, the GRS Management, Inc. office may run a background check for an additional \$55.00 per applicant. Made payable to: **GRS MANAGEMENT, INC. (Cashier's check or money order only) - Fees are non-refundable.
- _____ Completed application with a copy of all applicants' driver licenses or photo IDs.

All inquiries in reference to the application process must be done via e-mail to customer@grsmanagement.com.

Sincerely,

Applications Department
GRS Management, Inc.

GARDEN LAKE TOWERS CONDOMINIUM ASSOCIATION, INC.

Application for Occupancy

PLEASE FILL IN ALL BLANKS. APPLICATIONS NOT FULLY COMPLETED, WILL NOT BE PROCESSED.

Note: Please note all applicants over the age of 18 (not married to primary applicant) must complete a **separate** application.

Date: _____ Desired Date of Occupancy: _____

This Application is for a: Lease () Purchase () of Unit # _____

Property Address: _____

Realtor's Name: _____ Phone # _____

Applicant's Name _____

Phone# _____ Cell Phone# _____

E-Mail Address: _____

SSN# _____ DOB _____

DL # _____ State _____

MARITAL STATUS: Married () Separated () Divorce () Single ()

Spouse's Name: _____

Phone# _____ Cell Phone# _____

E-Mail Address: _____

SSN# _____ DOB _____

DL # _____ State _____

No. Of People who will occupy the unit: _____

LIST OF OCCUPANTS

Name _____ Age _____

Name _____ Age _____

Name _____ Age _____

Name _____ Age _____

PETS

Yes () No () How Many: _____ Weight: _____ Breed: _____

Weight: _____ Breed: _____

VEHICLES

Make: _____ Model: _____

Tag # _____ State: _____ Year: _____

Make: _____ Model: _____

Tag # _____ State: _____ Year: _____

RESIDENCE HISTORY

Present Address: _____

City _____ State _____ Zip _____ OWN () RENT () Years _____

Name of Landlord _____ Phone # _____

Previous Address: _____

City _____ State _____ Zip _____ OWN () RENT () Years _____

Name of Landlord _____ Phone # _____

Previous Address: _____

City _____ State _____ Zip _____ OWN () RENT () Years _____

Name of Landlord _____ Phone # _____

EMPLOYMENT HISTORY

ARE YOU: Self-Employed? Yes () No () Retired? Yes () No ()

Present Employment:

Employer Name: _____

Address: _____

City _____ State _____ Zip _____ Phone # _____

From: _____ To _____ Dept or Position: _____

Supervisor: _____ Monthly Income _____

Previous Employer: Employer Name: _____

Address: _____

City _____ State _____ Zip _____ Phone # _____

From: _____ To _____ Dept or Position: _____

Supervisor: _____ Monthly Income _____

Spouse's Employer

Self-Employed? Yes () No () Retired? Yes () No ()

Present Employment: Employer Name: _____

Address: _____

City _____ State _____ Zip _____ Phone # _____

From: _____ To _____ Dept or Position: _____

Supervisor: _____ Monthly Income _____

Previous Employer: Employer Name: _____

Address: _____

City _____ State _____ Zip _____ Phone # _____

From: _____ To _____ Dept or Position: _____

Supervisor: _____ Monthly Income _____

REFERENCES (No Relatives)

Name _____ Years Known _____

Address: _____

City _____ State _____ Zip _____ Phone # _____

Name _____ Years Known _____

Address: _____

City _____ State _____ Zip _____ Phone # _____

Name _____ Years Known _____

Address: _____

City _____ State _____ Zip _____ Phone # _____

LEASE ADDENDUM

In the event the Lesser is delinquent in his or her obligation to pay to the Association, any general or special maintenance assessments, or any installment, the Association shall have the right, but not the obligation, to require the Lessee to pay said rental installment, or a portion thereof sufficient to pay said delinquent maintenance assessments, directly to the Association, upon the Association giving written notice of exercise of such right to the Lessee and Lesser. The right of the Association is cumulative and in addition to any and all other rights or remedies the Association may have against the Lessee or Lesser.

Initials: _____

Lesser (Owner) Signature

Lessee (Tenant) Signature

RULES & REGULATIONS

I, _____, acknowledge that a copy of the rules and regulations of the Association have been included in this package. If I wish to receive a full copy of the bylaws, the full package is purchasable at the GRS Management, Inc office. I understand that all members of my household and/or any guests are required to comply with all rules of the Association.

Signature _____

Date _____

TOWING/BOOTING POLICY

I, _____, acknowledge that a copy of the towing/booting policies of the Association have been included on this package. I understand that all members of my household and/or any guests are required to comply with all rules of the Association.

Signature _____

Date _____

PARKING DECALS

The Association currently has a parking decal policy in place for its residents. Once approved, you must provide a copy of your driver's license and vehicle registration matching the property address to obtain a decal. If your vehicle is found on property without a decal, it may be subject to booting and/or towing at the vehicle owner's expense.

Signature _____

Date _____

Have any of the applicants ever been arrested for any other than a minor traffic violation?

Yes () No () Convicted Yes () No ()

Name of applicant: _____

If yes, please explain: _____

Applicant acknowledges that all information given is true and correct, and understands that as part of our procedure for processing your application, an outside screening agency, may make an investigation from the information given and present their findings to GRS Management Inc. and the association for review. This investigation may include, but is not limited to, character, general reputation, credit, residence and criminal search. Applicants agree not to hold the Association or its agent or GRS Management, Inc or the unit owner liable for the discovery or non-discovery of information or any actions taken as a result of this investigation. Authorization is hereby given to release banking, credit, residency, employment and other information pertinent to this application. I/We acknowledge that upon request, a copy of any adverse information may be provided to solely the applicant in which had an adverse report with valid ID. The Association reserves the right to deny this application based on its investigative findings.

Signature: _____ Date: _____



GRS Management, Inc.

15280 NW 79th Court, Suite 101

Miami Lakes, FL 33016

PH: (305) 823-0072 Fax: (305) 823-4888

Email: Customer@grsmanagement.com

AUTHORIZATION FOR FILE DISCLOSURE

(Only to be completed if background by GRS Management, Inc. will be completed)

I hereby consent to allow GRS Management, Inc. and Verify Screening Solutions, Inc., through its designated agent/employee, to obtain and verify my consumer reports, including but not limited to, my credit report, criminal information, and eviction information for the purpose of determining my eligibility to lease/purchase an apartment. I further understand if I lease/purchase an apartment, I consent to allow GRS Management, Inc. and Verify Screening Solutions, Inc. and its designated agent/employee, for the duration of my lease, to review the following list of information to assess risk, for analytics, for process improvement, and other uses: my consumer reports, including but not limited to my credit report, criminal information, eviction information, my rental payment history, and occupancy history, and other information. The facts set forth in my application for residency are true and complete. False, fraudulent or misleading information on an application may be grounds for denial of residency or subsequent eviction. Results may only be provided, upon request, to the following applicant:

Signature: _____ Date: _____

Full Name- First, Middle and Last Name (Please Print):

Home Address (Unit # if applicable): _____

Applicant's Contact Phone Number (Required): _____

Social Security Number: _____ DOB: _____

Driver's License Number and State Issued: _____



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ACKNOWLEDGEMENT OF RULES AND REGULATIONS

I, _____, the applicant of this property (property address listed below) acknowledge that I have been provided with a copy of the rules and regulations of the Association. I understand that all members of my household and/or any guests are required to comply with all rules of the Association.

I, _____, the owner of this property understand that if I lease this property, I will be responsible for any violations of any rules and regulations caused by my lessee/tenant and I may be subject to violations and/or fines to my property.

Association Name: _____

Property Address: _____

Applicant Signature: _____

Date: _____

Garden Lake Towers Condominium Association, Inc.

Rules and Regulations

Condominium living requires that each owner regulate the occupancy and use of their unit and the common elements so as not to unreasonably or unnecessarily disturb any other resident in the occupancy and use of their unit. With this in mind, certain initial rules and regulations have been established by Garden Lake Towers Condominium Association, Inc. to protect each owner's right to the quiet enjoyment of their property. **These Rules and Regulations are as follows:**

- Each unit owner, at his own expense, shall maintain in good condition and repair his unit and all interior surfaces within or surrounding his unit (such as the surfaces of the walls, ceilings, floors), whether or not a part of the unit or common elements, and maintain and repair fixtures including the air conditioning system and all appliances in his unit.
- Units shall be used only for residential purposes, as a single family private dwelling for the unit owner, the members of his family and social guests and for no other purposes. Units may not be used for business use or for any commercial use whatsoever.
- One (1) pet, which may be only a small caged bird, a cat or a dog, twenty (20) pounds or under, may be kept in a unit. No animal shall be kept overnight on the balconies, caged or loose. No pet must be walked unleashed in condominium property areas. Owners or residents must pick up after their pets.
- Common elements shall not be obstructed, littered, defaced or misused in any manner.
- No structural changes or alterations shall be made in any unit, except upon approval, in writing, by the Board of Directors of the Association. According to a new law all new floor tiles must be installed using the proper insulation; this insulation work must be certified by the installer and must be to code.
- No unit owner or occupant of a unit shall post any advertisement or posters of any kind in or on the unit or the condominium property except as authorized, in writing, by the Board of Directors of the Association.
- No clothesline or similar devices shall be allowed on any portion of the condominium property.
- Only outdoor furniture is allowed on the balconies.
- There will be no running or playing in the hallways or in the lobby. The Association reserves the right to restrict children to use of some or all parts of the recreational areas. Anyone under twelve (12) years of age using the recreational facilities must be accompanied by adult.
- Doormats are not allowed in front of the doors, only at corner units.
- Anyone buying a property in Garden Lake Towers Condominium must live on the premises for the first year.
- No empty boxes or trash should be left in the trash rooms. If trash is blocking the trash chute door, residents must put the garbage in the exterior bins.
- Any notice or information regarding Garden Lake Towers will be posted on the bulletin board.
- Owners who do not reside at Garden Lake Towers do not have the right to keep a storage unit once they vacate their unit. Only renters who reside in the condominium have a right to their use.
- Owners and occupants of units shall exercise extreme care to minimize noises in the use of musical instruments, radios, television sets, amplifiers or other loud speakers in said unit so as not to disturb the other persons and parties occupying other units. They shall not operate or permit to be operated a phonograph, radio, television or other loud speaker in any unit between the hours of 11PM and the following 8AM.
- No owner or occupant of a unit shall install wiring for electrical or telephone installations, nor install any type of television antennae, machines or air conditioning equipment, etc., except as authorized, in writing, by the Board of Directors of the Association.
- No flammable, combustible, or explosive fluids, chemical or substance, shall be kept in any unit or storage area, except such as required for normal household or permitted business use.
- Only electrical barbecues are allowed on the balcony.
- Move ins or outs are only permitted Monday through Friday from 8AM to 6PM and on Saturday from 8AM to 2PM. No move ins or outs may be conducted on Sundays.

Garden Lake Towers Condominium Association, Inc.

Reglas y Regulaciones

La vida en condominio requiere que cada propietario regule la ocupación y el uso de su unidad y los elementos comunes para no molestar de manera irrazonable o innecesaria a ningún otro residente en la ocupación y uso de su unidad. Con esto en mente, Garden Lake Towers Condominium Association, Inc. ha establecido ciertas reglas y regulaciones iniciales para proteger el derecho de cada propietario al disfrute tranquilo de su propiedad. **Estas Reglas y Regulaciones son los siguientes:**

- Cada propietario de la unidad, a su cargo, deberá mantener en buenas condiciones y reparar su unidad y todas las superficies interiores dentro o alrededor de su unidad (como las superficies de las paredes, techos, pisos), ya sea que formen parte o no de la misma unidad o elementos comunes, y mantener y reparar accesorios incluyendo el sistema de aire acondicionado y todos los electrodomésticos en su unidad.
- Las unidades se destinarán únicamente a fines residenciales, como vivienda privada unifamiliar para el titular de la unidad, los miembros de su familia y los invitados sociales y para ningún otro fin. Las unidades no se pueden utilizar para uso comercial ni para ningún otro uso comercial.
- Una (1) mascota, que puede ser solo un pájaro pequeño enjaulado, un gato o un perro, de veinte (20) libras o menos, se puede tener en una unidad. Ningún animal podrá pernoctar en los balcones, enjaulado o suelto. Ninguna mascota debe pasearse sin correa en las áreas de la propiedad en condominio. Los propietarios o residentes deben recoger los desechos de sus mascotas.
- Los elementos comunes no deberán ser obstruidos, ensuciados, desfigurados o mal utilizados de ninguna manera.
- No se realizarán cambios o alteraciones estructurales en ninguna unidad, excepto con la aprobación, por escrito, de la Junta Directiva de la Asociación. De acuerdo con una nueva ley, todas las baldosas nuevas deben instalarse con el aislamiento adecuado; este trabajo de aislamiento debe ser certificado por el instalador y debe cumplir con el código.
- Ningún propietario de unidad u ocupante de una unidad colocará anuncios o carteles de ningún tipo dentro o sobre la unidad o la propiedad en condominio, excepto que lo autorice, por escrito, la Junta Directiva de la Asociación.
- No se permitirán tendederos o dispositivos similares en ninguna parte de la propiedad del condominio.
- Solo se permiten muebles de exterior en los balcones.
- No se podrá correr ni jugar en los pasillos ni en el vestíbulo. La Asociación se reserva el derecho de restringir a los niños el uso de algunas o todas las áreas recreativas. Cualquier persona menor de doce (12) años de edad que utilice las instalaciones recreativas debe estar acompañada por un adulto.
- No se permiten felpudos frente a las puertas, solo en las unidades de las esquinas.
- Cualquiera que compre una propiedad en Garden Lake Towers Condominium debe vivir en las instalaciones durante el primer año.
- No se deben dejar cajas vacías ni basura en los cuartos de basura. Si la basura está bloqueando la puerta del conducto de basura, los residentes deben colocar la basura en los contenedores exteriores.
- Cualquier aviso o información sobre Garden Lake Towers se publicará en el tablón de anuncios.
- Los propietarios que no residen en Garden Lake Towers no tienen derecho a quedarse con una unidad de almacenamiento una vez que desalojen su unidad. Sólo los arrendatarios que residen en el condominio tienen derecho a su uso.
- Los propietarios y ocupantes de las unidades deberán extremar los cuidados para minimizar los ruidos en el uso de instrumentos musicales, radios, televisores, amplificadores u otros parlantes en dicha unidad para no molestar a las demás personas y personas que ocupan otras unidades. No operarán ni permitirán que se opere un fonógrafo, radio, televisión u otro altavoz en ninguna unidad entre las 11PM y las 8AM siguientes.
- Ningún propietario u ocupante de una unidad deberá instalar cableado para instalaciones eléctricas o telefónicas, ni instalar ningún tipo de antenas de televisión, máquinas o equipos de aire acondicionado, etc., salvo autorización por escrito de la Junta Directiva de la Asociación. .
- No se mantendrán fluidos, productos químicos o sustancias inflamables, combustibles o explosivos en ninguna unidad o área de almacenamiento, excepto los necesarios para el uso doméstico normal o comercial permitido.
- Solo se permiten barbacoas eléctricas en el balcón.
- Solo se permiten entradas o salidas de lunes a viernes de 8AM a 6PM y los sábados de 8AM a 2PM. No se pueden realizar entradas o salidas los domingos.

DATED 03/01/2021

Garden Lake Towers Condominium Association, Inc.

Parking Rules and Regulations

- All vehicles parked in the community, whether in a private or guest space, between the hours of 12AM to 6AM must have a parking decal, temporary parking permit or hanger. Otherwise, it will be towed away at the vehicle owner's expense.
- To obtain a parking decal, the vehicle must be registered at Garden Lake Towers and be registered under the name of one of the owners or legal occupants in the apartment unit.
- Each apartment will be issued a total of one (1) decal per assigned space. One (1) additional parking decal per apartment will be issued at no charge. Additional decals can be purchased for \$50.00. Note: Two (2) bedroom apartments are limited to three (3) decals and three (3) bedroom apartments are limited to four (4) decals. Additional parking decals do not guarantee a parking space.
- Each parking decal number will be registered to the vehicle tag number and vehicle description. You must provide a copy of your valid vehicle registration and driver's license to obtain a parking decal.
- Once a parking decal is issued, it cannot be transferred to another vehicle. If you replace your vehicle, you must return your old parking decal to the management company and obtain a new one in order to avoid a \$25.00 charge for replacement.
- The parking decal must be visible and affixed to the bottom of the front windshield on the passenger side. If the parking permit is affixed anywhere else, the vehicle may be towed without notice at the vehicle owner's risk and expense.
- Residents must use the parking space assigned to the units first and not occupy guest spaces unnecessarily; this is characterized by habitually leaving their assigned space open and simultaneously using guest spaces for their vehicle in attempt to save space for visitors. Units with more vehicles in the same parking space or spaces may use guest spaces on a first come first serve basis, however, must have a parking permit if parked between the hours of 12AM to 6AM. All vehicles parked in guest spaces between 12AM to 6AM without a parking decal, temporary parking permit or hanger will be towed at the vehicles owner's expense.
- Vehicles that do not have a valid or current license plate, have an expired tag or are not in operable condition, will be regarded as abandoned and will be towed away at the vehicle owner's expense without any warning.
- Vehicles parked on lawns, trash pick-up areas, corners, grass area, fire lanes or parked outside of specifically designated parking spaces, will be towed at the vehicles owner's expense without any warning.
- All vehicles must park head-in, into the parking space. Back in parking is prohibited.
- No commercial vehicles are allowed to park in Garden Lake Towers.
- Overnight guests must have their hangers visible for the parking authority to see, otherwise they are subject to booting and/or towing at the vehicle owner's expense.
- Vehicles should not be speeding while entering or exiting the community.
- Any vehicle that intends to stay longer than the time initially requested must obtain an additional parking pass or the vehicle will be towed at the owner's expense.

There is a 24-hour booting and 24-hour towing service.

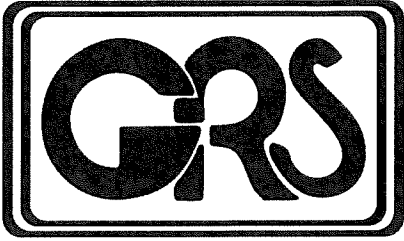
Garden Lake Towers Condominium Association, Inc.

Reglas y Regulaciones de Estacionamiento

- Todos los vehículos estacionados en la comunidad, ya sea en un espacio privado o para invitados, entre las 12:00AM y las 6AM deben tener una calcomanía de estacionamiento o un permiso de estacionamiento temporal. De lo contrario, será remolcado a cargo del propietario del vehículo.
- Para obtener una calcomanía de estacionamiento, el vehículo debe estar registrado con Garden Lake Towers y estar registrado a nombre de uno de los propietarios u ocupantes legales de la unidad de apartamento.
- Cada apartamento recibirá un total de una (1) calcomanía por espacio asignado. Se emitirá una calcomanía de estacionamiento adicional por apartamento sin cargo. Calcomanías adicionales se puede comprar por \$50.00. Nota: Los apartamentos de dos (2) habitaciones están limitados a tres (3) calcomanías y los apartamentos de tres (3) habitaciones están limitados a cuatro (4) calcomanías, sin embargo, la calcomanía de estacionamiento adicional no garantiza un espacio de estacionamiento.
- Cada número de calcomanía de estacionamiento se registrará con el número de chapa del vehículo y la descripción del vehículo. Debe proporcionar una copia de su registro de vehículo y licencia de conducir válidos para obtener una calcomanía de estacionamiento.
- Una vez que se emite una calcomanía de estacionamiento, no se puede transferir a otro vehículo. Si reemplaza su vehículo, debe devolver su calcomanía anterior a la administración y obtener una nueva para evitar un cargo de \$25.00 por el reemplazo.
- La calcomanía debe ser visible en un lugar fijo en la parte inferior del parabrisas delantero del lado del pasajero. Si el permiso de estacionamiento se coloca en cualquier otro lugar, se le puede remolcar el vehículo sin previo aviso a riesgo y costo del propietario del vehículo.
- Los residentes deben usar el espacio de estacionamiento asignado a las unidades primero y no ocupar los espacios de invitados innecesariamente; esto se caracteriza por dejar habitualmente abierto su espacio asignado y simultáneamente utilizar los espacios de invitados para su vehículo en un intento de ahorrar espacio para los invitados. Unidades con más vehículos en el mismo espacio o espacios de estacionamiento pueden usar los espacios para invitados por orden de llegada, pero deben tener un permiso de estacionamiento estacionado entre las 12AM y las 6AM. Todos los vehículos estacionados en espacios para invitados entre las 12AM y las 6AM sin una calcomanía de estacionamiento o un permiso de invitado serán remolcados a cargo del propietario del vehículo.
- Los vehículos que no tengan una chapa válida o que tengan una chapa vencida o que no estén en condiciones operativas, se considerarán como bandas y serán remolcados a cargo del propietario del vehículo sin previo aviso.
- Los vehículos estacionados incorrectamente en el césped, áreas de recolección de basura, esquinas, área de césped, carriles de bomberos o estacionados afuera específicamente en los espacios de estacionamiento designados, serán remolcados por cuenta del propietario del vehículo y sin previo aviso.
- Todos vehículos deben estacionarse en dirección al espacio de estacionamiento. Está prohibido estacionar cualquier vehículo marcha atrás.
- No se permite el estacionamiento de vehículos comerciales en la comunidad de Garden Lake Towers.
- Todos los invitados que se van a quedar durante la noche deben tener sus permisos visibles para que la autoridad de estacionamiento vea, si no están sujetos a ser remolcados a cargo del propietario.
- Los autos no deben estar acelerando al entrar o salir del condominio.
- Cualquier vehículo que tenga la intención de permanecer más tiempo que el tiempo indicado debe obtener un pase de estacionamiento adicional o el vehículo será remolcado a cargo del propietario.

Hay servicio de botas y servicio de remolque las 24 horas.

DATED 03/01/2021



GRS Management, Inc

15280 NW 79th Court, Suite 101

Miami Lakes, FL 33016

PH: (305) 823-0072 Fax: (305) 823-4888

Email: customer@grsmanagement.com

www.grsmanagement.com

Pet Registration Form

Association: _____

Date: _____ Unit/Account Number: _____

Resident/Occupant Name: _____

Property Address: _____

Phone: _____ Alt. Phone: _____

Email: _____

Type of Pet(s) (Breed and Color): _____
Restrictions may vary based on Association bylaws

Pet age and weight (lbs): _____

County Tag License # (will be verified on County Website): _____

Last time pet was vaccinated (attach proof of vaccination): _____

Veterinarian Name: _____

Veterinarian Phone: _____

PLEASE ATTACH PHOTOGRAPH OF PET:

Pet Owner Signature

____/____/____
Date

