

APPLICATION FOR OCCUPANCY

All new residents (owners and/or tenants) are required to apply with **VILLA GRANDE 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 **VILLA GRANDE 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 application fees are non-refundable.

The following must be included with the application:

____ Application processing fee of \$150.00 for legally married couples. 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.**

____ Security deposit fee of \$200.00 (Lease Only) (refundable upon termination of lease) payable to: **VILLA GRANDE CONDOMINIUM ASSOCIATION, INC. (Cashier's check or money order only)**

Please note: Security deposits are refundable at the end of the leasing period and the refund request must be presented with a copy of the front and back of the submitted cashier's check/money order. Please keep in mind that all refund requests take 10-15 business days to be processed.

____ 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.

VILLA GRANDE 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 _____

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: _____



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

**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: _____

**RULES AND REGULATIONS
FOR
VILLA GRANDE, A CONDOMINIUM**

The Rules and Regulations hereinafter enumerated as to the Condominium Property, the common elements, the units and the recreational and other commonly used facilities available for use by the unit owners within the Condominium (the "Condominium") shall apply to and be binding upon all unit owners. The unit owners shall at all times obey these Rules and Regulations and shall use their best efforts to see that they are faithfully observed by their families, guests, invitees, servants, lessees, persons for whom they are responsible and persons over whom they exercise control and supervision. Any waivers, consents or approvals given under these Rules and Regulations by the Board of Directors shall be revocable at any time and shall not be considered as a waiver, consent or approval of identical or similar situations unless such waiver, consent or approval is specifically set forth, in writing, by the Board of Directors. **THE RULES AND REGULATIONS ARE AS FOLLOWS:**

1. RULES AND REGULATIONS:

- a. Violations should be reported, in writing, to the Board of Directors of the Association.
- b. Violations will be called to the attention of the violating unit owner or lessee by the Board of Directors.
- c. Disagreements concerning violations will be presented to and be judged by the Board of Directors who will take appropriate action.
- d. Unit owners are responsible for compliance by their guests or lessees with these Rules and Regulations.

2. FACILITIES: The recreational and other commonly used facilities available for use by the unit owners within the Condominium are for the use of unit owners, their lessees and their respective family members and guests. No guest of any unit owner shall be permitted to use such recreational and other commonly used facilities unless accompanied by a unit owner or lessee or unless the guest has been registered with the Board of Directors. Any damage to the buildings, to the recreational facilities or to the other common elements or equipment caused by any unit owner, lessee or their respective guests, contractors or invitees, shall be repaired at the expense of the responsible unit owner.

3. NOISE: Unless expressly permitted in writing by the Association, no floor covering shall be installed in the units, other than any carpeting or other floor covering installed by the Developer. In any event, each unit owner shall have the duty of causing there to be placed underneath such floor covering, so as to be between any such floor covering and the concrete slab, generally accepted and approved materials for diminution of noise and sound, so that the flooring shall be adequately sound-proof. Radios, televisions and other instruments which may create noise should be turned down to a minimum volume between the hours of 10:30 P.M. and 8:00 A.M. All other unnecessary noises, such as bidding good night to departing guests and slamming doors, between these hours should be avoided.

4. **OBSTRUCTIONS:** The parking areas, lobby areas, elevators, sidewalks, entrances, driveways, passages, patios, balconies, courts, vestibules, stairways, corridors and halls must be kept open and shall not be obstructed in any manner. Rugs or mats must not be placed outside of doors, in corridors or on walkways. No sign, notice or advertisement shall be inscribed or exposed on or at any window or any part of the Condominium, nor shall anything be projected out of any window or door in the Condominium. No radio or television aerial or antenna shall be attached to, or hung from, the exterior of the Condominium or the roofs thereon, except for installations constructed thereon by the Developer and/or by agents of the Developer.

5. **CHILDREN:** Children are not to play in the lobby areas, in the elevators, in the parking areas, on the public walkways or on the stairways. Reasonable supervision must be exercised when children are playing on the grounds.

6. **DESTRUCTION OF PROPERTY:** Neither unit owners, nor their family members, lessees, contractors, invitees, nor guests shall mark, mar, damage, destroy, deface or engrave any part of the Condominium. Unit owners shall be financially responsible for any such damage.

7. **EXTERIOR APPEARANCE:** The exterior of the Condominium and all areas appurtenant to the Condominium shall not be painted, decorated or modified by any unit owner in any manner without the prior consent of the Association, which consent may be withheld on purely aesthetic grounds within the sole discretion of the Association. No awnings, window guards, light reflective materials, hurricane or storm shutters, ventilators, fans or air conditioning devices shall be used in or about the Condominium, except as shall have been approved by the Association, which approval may be withheld on purely aesthetic grounds within the sole discretion of the Association. No windows may be tinted without the prior consent of the Association and installation of drapes or curtains visible from the exterior of the Condominium shall have white or off-white, black out type liners used, which liners must be approved by the Association. No television or other outdoor antenna system or facility shall be erected or maintained within the boundaries of the Condominium, except for installations constructed therein by the Developer and/or by agents of the Developer.

8. **SIGNS:** There shall be no "For Sale" or "For Rent/ Lease" signs exhibited, displayed or visible from the interior or the exterior of the Condominium, except for signs displayed by the Developer and/or by agents engaged by the Developer.

9. **CLEANLINESS:** All garbage and refuse from the Condominium shall be deposited with care in garbage containers intended for such purpose at such times and in such manner as the Association shall direct. All disposals shall be used in accordance with instructions given by the Association.

10. **WINDOWS AND BALCONIES:** Plants, pots, receptacles and other movable objects must not be kept, placed or maintained on ledges of windows, terraces or balconies. No objects shall be hung from balconies, terraces or window sills. No cloth, clothing, rugs or mops shall be hung open or shaken from windows, doors, balconies or terraces. Unit owners shall remove all loose objects or movable objects from the balconies and terraces during the hurricane season. Unit owners shall not throw cigars, cigarettes or any other object from balconies, doors, windows or terraces. No cooking shall be permitted on any balcony or terrace. Unit owners shall

not allow anything to be thrown or to fall from balconies, doors, windows or terraces. No sweepings or other substances shall be permitted to escape to the exterior of the Condominium from the balconies, doors, windows or terraces. No balconies or terraces may be enclosed except by the Developer.

11. **INGRESS AND EGRESS:** Garbage cans, laundry, dry cleaning, supplies or other articles shall not be placed in the halls, on walkways or on staircase landings. No unit owner or lessee shall allow entrance doors to remain open for any purpose other than for immediate ingress and egress.

12. **STORAGE AREAS:** Nothing shall be placed in the storage areas, if any, which would create a fire hazard.

13. **BICYCLES:** Bicycles must be placed or stored in the designated areas, if any.

14. **ATTIRE:** Unit owners, their lessees, their family members and guests shall not appear at or use the lobby areas, the elevators or the recreational facilities, except in appropriate attire. No bare feet are allowed in the parking areas, in the elevators, in the lobby areas or on the stairways.

15. **PLUMBING:** Common water closets and other common plumbing shall not be used for any purposes other than those for which they are constructed, and no sweepings, rubbish, rags, sanitary napkins or other foreign substances shall be thrown therein. Grease and other foreign substances shall not be poured down drains. The cost of any damage resulting from misuse of same shall be borne by the unit owner causing the damage.

16. **TRASH:** All refuse, waste, bottles, cans and garbage, etc., shall be securely wrapped in plastic garbage bags and placed in the appropriate collection containers. Trash collection containers may be used only between 7:00 A.M. and 11:00 P.M.

17. **ROOFS:** Unit owners (other than the Developer and/or agents of the Developer), their lessees, their family members and guests are not permitted on the roofs for any purpose whatsoever.

18. **SOLICITATION:** There shall be no solicitation by any person anywhere upon the Condominium Property for any cause, charity, or for any other purpose whatsoever, unless specifically authorized by the Board of Directors.

19. **EMPLOYEES:** Except as may otherwise be permitted by the Association, employees of the Association shall not be sent out of the buildings by any unit owner, except in the unit owner's capacity as an officer or director of the Association, at any time, for any purpose. No unit owner shall direct, supervise or in any manner attempt to assert any control over the employees of the Association.

20. **FIRE DOORS:** Unit owners, lessees, and their respective family members and guests shall not use the fire doors for ingress and egress, except in emergency situations.

21. **SWIMMING POOL.** Unit owners, their lessees and their guests using the swimming pool shall do so at their own risk. Unit owners, their lessees and their guests shall obey the posted swimming pool rules. The following are basic rules for all persons using the swimming pools:

- a. Unit owners and lessees are prohibited from bringing children under fourteen (14) years of age to the swimming pool and leaving them as they are expected to personally supervise their children.
- b. Swimming in the pool is permitted only between the hours posted.
- c. A child who cannot safely swim may not be brought to the swimming pool unless accompanied, at all times, by an adult. Such a child cannot enter the swimming pool unless accompanied by an adult who is at the pool in proper bathing attire.
- d. All persons using the swimming pool must be appropriately attired.
- e. All persons must shower thoroughly before entering the swimming pool.
- f. Pool safety equipment should be kept in place and shall not be used, except for its intended purposes.
- g. Pneumatic floats or other items of a similar nature, other than swimming aids, are not permitted in the swimming pool.
- h. Animals are not permitted in the general swimming pool area.
- i. Running, jumping, skating or any other activity which creates a danger or annoyance in the general swimming pool area is prohibited.
- j. Beverage or food is not to be consumed pool side, except with the permission of the Board of Directors.
- k. If suntan oil is used, a beach towel must be used to cover pool and patio furniture.
- l. Children who are not toilet trained, whether wearing diapers or not, are prohibited from entering the swimming pool.

22. **MOTOR VEHICLES.** No vehicle belonging to a unit owner, lessee, or to a member of the family or guest, tenant or employee of a unit owner or lessee shall be parked in such a manner as to impede or prevent access to another parking space. Unit owners, lessees, and their employees, servants, agents, visitors, licensees and families shall obey the parking regulations posted at the parking areas and drives, and any other traffic regulations promulgated in the future for the safety, comfort and convenience of the unit owners. No motor vehicle which cannot operate on its own power shall remain within the Condominium Property for more than twelve (12) hours, and no repair of vehicles, except for emergency repairs, shall be made within the Condominium Property. Washing and waxing of motor vehicles shall be limited to such areas,

if any, designated by the Association for the cleaning of motor vehicles. All vehicles shall be parked within the painted lines and pulled up close to the bumper. As a security measure, all automobile doors should be locked.

Each parking space which is assigned as an appurtenance to a particular unit may be used only by the unit owner or the lessee of such unit, except when the unit owner has given written permission for use (copy to Association) by another unit owner, lessee or guest. No unit owner or lessee or their respective family members, employees, servants, agents, visitors and licensees may park his vehicle in any assigned space other than the space assigned to the unit owner of the particular unit.

In the event decals are required to be affixed to each vehicle owned by or leased by a unit owner or lessee, while parked within the Condominium Property, then each vehicle owned by or leased by a unit owner or lessee shall bear the required decal while within the Condominium Property.

23. HURRICANE PREPARATIONS: Each unit owner or lessee who plans to be absent from the Condominium during the hurricane season must prepare the unit prior to departure by designating a responsible firm or individual to care for the unit during the unit owner's or lessee's absence in the event that the unit should suffer hurricane damage. The designated firm or individual shall be registered with the Board of Directors and such designated firm or individual shall contact the Board of Directors for permission to install or to remove hurricane shutters. If permission is given by the Board of Directors for the installation of storm shutters, then the approval shall be conditioned upon the Board of Directors also approving the quality of the storm shutters and the aesthetic appearance of the storm shutters. All storm shutters which may be approved by the Board of Directors shall be white in color, and shall be an accordion type storm shutter. Storm shutters shall only be installed during hurricane "watch" and hurricane "warning" situations.

The Board of Directors may, subject to the provisions of Section 718.3026 Florida Statutes, and the approval of a majority of voting interests of the Condominium, install hurricane shutters and may maintain, repair, or replace such approved hurricane shutters, whether on or within common elements, limited common elements, units or Association property. However, where laminated glass or window film architecturally designed to function as hurricane protection which complies with the applicable building code has been installed, the Board of Directors may not install hurricane shutters. The Board of Directors may operate shutters installed pursuant to this Paragraph No. 23 without permission of the unit owners only where such operation is necessary to preserve and protect the Condominium Property and Association property.

The expense of installation, replacement, operation, repair and maintenance of hurricane shutters by the Board of Directors shall constitute a common expense as defined herein and shall be collected as provided in the Declaration. Notwithstanding the foregoing, a unit owner who has previously installed hurricane shutters in accordance with this paragraph 23 of laminated glass architecturally designed to function as a hurricane protection which complies with the applicable building code shall receive a credit equal to the pro rata portion of the assessed installation cost assigned to each unit. However, such unit owner shall remain responsible for the pro rata share of expenses for hurricane shutters installed on common elements and association property by the

Board of Directors, and shall remain responsible for a pro rata share of the expense of the replacement, operation, repair, and maintenance of such shutters.

24. **PEST CONTROL.** All unit owners and lessees shall permit employees of pest control companies employed by the Association, if any, to enter into the units, at regularly scheduled times, to perform pest control services.

25. **COOPERATION WITH BOARD OF DIRECTORS.** All unit owners and lessees shall cooperate fully with the Board of Directors in effecting a coordinated move-in and move-out schedule for the moving of furniture and furnishings.

The foregoing Rules and Regulations are designed to make living for all unit owners pleasant and comfortable and compliance with the foregoing Rules and Regulations is mandatory. The restrictions imposed are for the mutual benefit of all.

VILLA GRANDE CONDOMINIUM ASSOCIATION, INC.

By: _____

CLERK NOTE:
FOR CONDOMINIUM PLANS SEE OFFICIAL
RECORDS CONDOMINIUM PLANS BK. 335 PAGE 15

HARVEY RUVIN, CL. RK.
CIRCUIT & COUNTY COURTS
BY: Harvey R. Rubin D. C.

36..

RECORDED IN OFFICIAL RECORDS BOOK
OF DADE COUNTY, FLORIDA
RECORD VERIFIED
HARVEY RUVIN
CLERK CIRCUIT COURT