

Fontainebleau Gardens Condominium Association, Inc.

8125 NW 7th Street
Miami, Florida 33126
T 305-298-5196
F 786-472-4150
edwardfperez@gmail.com

APPLICATION FOR OCCUPANCY
The Fredrick Group, Inc., as agent for:

FONTAINEBLEAU GARDENS CONDOMINIUM ASSOCIATION, INC.

Please read the instructions carefully before contacting the Manager and /or Management Company, as many of the questions you may have will be answered within the content of this package. The information contained in the following pages, should include all necessary items to conclude a successful transaction to **Purchase or Lease** a unit within the above-mentioned Association.

The following steps must be followed to Lease / Sell your unit:

- Fill out all forms, as they apply to you, completely prior to submitting to the Manager or management Company. Applications will not be processed if not fully completed. **DO NOT LEAVE ANYTHING BLANK. IF IT DOES NOT APPLY TO YOU, WRITE IN "N/A" IN THE SPACE.**
- **Payment of \$ 150.00 U.S. Dollars**, in the form of a Cashier's Check, Money Order or Personal Check, **payable to the Association**, must be submitted, along with all other required information, at the time of application. Separate applicants, or those who are not married or related, must submit a separate application and corresponding application fee. **THIS FEE IS NON-REFUNDABLE.**
- Married couples and / or Families with minor children need only submit one application and fee. However, all family members must be identified in the information fields found on the form(s).
- Two (2) forms of legal identification must be submitted at the time of application. Acceptable forms of identification are as follows and you may choose whichever two (2) you prefer to submit: Driver's License, Social Security Card, Voter Registration, U.S. Passport, Resident Alien card or any other form of identification issued by the United States Government or State in which you currently reside.
- A legible copy of the Sales or Lease contract must also be attached to this application.

Initials _____

DO NOT SEND INCOMPLETE PACKAGES TO MANAGER OR
MANAGEMENT COMPANY, AS THIS WILL ONLY DELAY
THE APPROVAL PROCESS.

MAKE SURE TO INITIAL EACH PAGE AT THE BOTTOM
RIGHT-HAND CORNER AND SIGN WHERE INDICATED, TO
ENSURE THAT YOU HAVE READ AND UNDERSTAND ALL
THE COMPONENTS OF THIS APPLICATION.

ALL APPLICATIONS MUST BE FULLY COMPLETED OR THEY
WILL BE RETURNED.

APPLICATIONS SHOULD BE MAILED TO OR DROPPED OFF
TO THE MANAGEMENT COMPANY AT THE FOLLOWING
ADDRESS:

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**PACKAGES WILL NOT BE REVIEWED UPON DROPPING
THEM OFF.**

Processing of an application will take up to fifteen (15) business days and will not include weekends or Holidays. Processing of all applications will begin only after all required forms and fees have been completed and executed by all applicants correctly. Once screening of the application has taken place, Management will submit its recommendation to the Board of Directors for their review. Approval for occupancy within the Association will be granted to all prospective Purchasers and or Tenants, in writing, only after approval by the Board of Directors and /or Management.

Initials _____

SHOULD A POTENTIAL OCCUPANT MOVE IN WITHOUT WRITTEN PRIOR APPROVAL, THE ASSOCIATION WILL IMPOSE FINES AND PENALTIES ON THE CURRENT UNIT OWNER AND MOVE TO EVICT THE OCCUPANT(S) AS PROVIDED BY CURRENT APPLICABLE LAW.

ALL ATTORNEYS FEES INCURRED BY THE ASSOCIATION FOR THE REMOVAL, EVICTION AND SUBSEQUENT DAMAGE TO ANY AND ALL ASSOCIATION PROPERTY, SHALL BE REIMBURSED TO THE ASSOCIATION BY THE CURRENT UNIT OWNER.

NOTE: Complete all questions and fill in all blanks. Should any question be left blank or unanswered, the application may be returned, not processed and / or not approved. If the question does not apply to you, simply write in, "N/A" in the space provided. Print legibly or type all information. Missing information will cause delays.

Note: All information supplied herein is subject to verification. All persons, whose telephone numbers are provided for reference purposes, must be accessible between the hours of 9:00 A.M. to 5:00 P.M., Mon – Fri.

PLEASE USE BLACK INK

THIS APPLICATION IS FOR A SINGLE PERSON OR A MARRIED COUPLE ONLY!

APPLICATION FOR OCCUPANCY
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INC.

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Date: _____

Purchase _____ Lease _____

Property address _____ City: _____ State _____ Zip Code: _____ Unit # _____

Full name of applicant _____

Date of Birth _____ SS# _____

Driver's license Number (Primary Applicant) _____ State Issued _____

Driver's license Number (Secondary Applicant) _____ State Issued _____

Spouse's full name _____

Number of people over 18 years of age that will occupy unit _____

Names and ages of others who will occupy the unit:

_____ Age _____

_____ Age _____

Description of pet(s) if any _____ Dog(s) _____ Cat(s) _____ other _____

Applicant(s) Cell phone number _____ Applicant(s) e-mail address _____

Emergency contact info _____ Address _____

Phone Number _____

Initials _____

PART I – RESIDENCE HISTORY

A. Present address _____ City _____ State _____ Zip _____

Apt # _____ Community / Condo name _____

Management office Phone Number _____

Dates of residency: From _____ to _____

Owned _____ Rented _____

Landlord Name _____ Address _____ Phone _____

Mortgage holder Name _____ Phone Number _____

B. Previous address _____ City _____ State _____ Zip _____

Apt # _____ Community / Condo name _____

Management office Phone Number _____

Dates of residency: From _____ to _____

Owned _____ Rented _____

Landlord Name _____ Address _____ Phone _____

Mortgage holder Name _____ Phone Number _____

C. Previous address _____ City _____ State _____ Zip _____

Apt # _____ Community / Condo name _____

Management office Phone Number _____

Dates of residency: From _____ to _____

Owned _____ Rented _____

Landlord Name _____ Address _____ Phone _____

Initials _____

PART II – EMPLOYMENT REFERENCES

A. Employed by _____ Address _____
Office Phone Number _____ Contact Person _____
Dates of employment from _____ to _____ Position _____
Monthly Gross Income \$ _____

B. Spouse employed by _____ Address _____
Office Phone Number _____ Contact Person _____
Dates of employment from _____ to _____ Position _____
Monthly Gross Income \$ _____

PART III –BANK REFERENCES

A. Bank Name _____ Address _____
Phone Number _____ Contact Person _____
Checking _____ Savings _____

B. Bank Name _____ Address _____
Phone Number _____ Contact Person _____
Checking _____ Savings _____

Initials _____

PART IV-CHARACTER REFERENCES

NO FAMILY MEMBERS

Please notify Character References that we will be contacting them, on your behalf, to obtain a reference

1. Name _____ Home Phone _____

Address _____ Bus Phone _____

Email address _____ Cell Phone _____

2. Name _____ Home Phone _____

Address _____ Bus Phone _____

Email address _____ Cell Phone _____

3. Name _____ Home Phone _____

Address _____ Bus Phone _____

Email address _____ Cell Phone _____

4. Name _____ Home Phone _____

Address _____ Bus Phone _____

Email address _____ Cell Phone _____

By signing below, the applicant recognizes that the Association and Management will investigate the information supplied by the applicant and a full disclosure of pertinent facts will be made to the association. The investigation may be made of the applicant's character, general reputation, personal characteristics, police arrest record and mode of living as applicable. This form is for the exclusive use of the association in approving the applicant applying herein.

Applicant's Signature _____ Date _____

Spouse's Signature _____ Date _____

Initials _____

ALL PARTIES QUICK REFERENCE CONTACT LIST

Applicant One: _____

Cell Phone: _____ Work Phone: _____

Email: _____

Applicant Two: _____ **Relation to Applicant one:** _____

Home Phone: _____ Work phone: _____

Email: _____

Landlord: _____

Cell Phone: _____ Work Phone: _____

Email: _____

Landlord's Realtor: _____

Cell Phone: _____ Work Phone: _____

Email: _____

Tenant's Realtor: _____

Cell Phone: _____ Work Phone: _____

Email: _____

VEHICLE INFORMATION

Make _____ Model _____ Year _____

Color _____ Plate Number _____ State _____

Make _____ Model _____ Year _____

Color _____ Plate Number _____ State _____

Initials _____

**AUTHORIZATION TO RELEASE BANKING, RESIDENCE, CREDIT,
EMPLOYMENT AND CRIMINAL BACKGROUND INFORMATION**

I have named you as a reference on my application for occupancy. You are hereby authorized to release and give to the party(s) mentioned below, as well as their Legal and Management representatives, all information they request, concerning my residence, credit, banking, employment, and criminal background information, for the purposes of securing an approval for residence at the property mentioned as part of this application.

Designated parties: The Fredrick Group, Inc. Community Association Management, Inc., on behalf of **FONTAINEBLEAU GARDENS CONDOMINIUM ASSOCIATION, INC.**

I hereby waive any privileges I / we may have with respect to said information in reference to the release of same to the aforementioned party (s).

Applicant's Signature

Applicant's printed name

Date

Spouse's Signature

Spouse's printed name

Date

Initials

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AFFIDAVIT

As a prospective buyer / renter of a unit in this community and if my application is approved by the Association, I understand and agree to abide by the Rules and Regulations of the Association.

I further understand that if I am cited for violating any of the Rules and Regulations set forth as part of the documents of the Association, I may be subject to additional fines and possible eviction.

Date: _____

I am applying to Purchase / Lease (circle one)

Unit address: _____ Unit #: _____

City: _____ State: _____ Zip: _____

Print name of applicant: _____

Signature of applicant: _____

Initials _____

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PROSPECTIVE BUYER / TENANT CHECKLIST

_____ Have you filled out all the forms completely, leaving no blank spaces? If any question is left blank, we will assume you have missed the question and return the application. Mark "N/A" in the space if the question does not apply to you.

_____ If two or more people are to occupy the unit, did you fill out an application package for each individual? Married couples need only fill out one application. Minor children do not need a separate application.

_____ Have you provided two legible forms of ID (Copies of Driver's License, Social Security Card, Passport, etc.)

_____ Have you submitted the appropriate money orders, cashier's check, personal check, for the application? Married couples need only submit one application fee.

_____ Is your payment made out the Association for \$ 150.00 for married couples or \$ 150.00 each, for individuals not married?

_____ Have you submitted a legible copy of the Lease or Sales contract?

_____ Is the application package complete? If not, do not send it in for processing until all components are available.

Processing will be delayed if the above steps are not followed!

Initials _____

1/6/2024 IMPORTANT INFORMATION

Reminder of the Regulations and Conduct to be maintained by owners and tenants residing in the Fontainebleau Gardens condominium, in order to keep the condominium safe and habitable

1. On the balconies of the apartments it is forbidden to have closets that protrude above the guardrail of the apartments, as well as TV antennas, awnings that far from blocking the sunlight remain extended all day trying to hide the violation
2. In the garbage containers of each building it is strictly forbidden to throw debris from the repairs, such as wood, iron, only the garbage bags that generate the waste of an apartment should go in the containers. It is totally forbidden to throw furniture, mattresses, chairs, chests of drawers, desks etc etc in the garbage areas. This type of waste is the responsibility of each owner and tenant to throw it into the landfills inhabited by the city, they are notified that the cameras of these places are enabled.
3. It is forbidden to enter the condominium's shopping carts and leave them on the property.
4. We ask for your full cooperation with the car parks for the disabled, these must be available to the disabled who really need it, let us have a little consideration.
5. You are notified that cars with expired plates for more than one month will be towed without notice, cars without license plates, cars with flat tires or parked in unauthorized areas obstructing proper circulation, commercial cars parked in unauthorized areas obstructing proper circulation are prohibited. Commercial cars are prohibited after 5 p.m. on the property, cars with signs, business license, ladders, washing machines, tools, etc., etc. are also prohibited. The Administration and Board of Directors are not

responsible for processing the return of your vehicle or for the cost incurred by this investment.

6. It is a county regulation that in condominiums cars must be parked in front of buildings so that the license plate of the building can be easily identified so this regulation had never been put into practice, we ask for your *cooperation because if an inspector comes and sees all the violations and gives us a ticket that we do not want to have.*
7. Motorcycles, scooters, and bicycles may not be parked on the lawn or in the common area and will also be towed.
8. MUDANSAS are allowed Monday through Saturday from 8 a.m. to 5 p.m. outside of these hours are subject to a fine.
9. The common and recreation areas have schedules:
 - Swimming pool until 7pm
 - Gym until 11pm
 - Basketball, tennis, and basketball court until 7 p.m.
 - These areas can only be enjoyed by the same owners and tenants

This condominium is our home and we all have to take care of it and protect it, we all know the problems we have, so if we don't take care of it, who will?

1/6/2024

INFORMACIÓN IMPORTANTE

Recordatorio de las Regulaciones y Conducta que deben mantener los propietarios e inquilinos que residen en el condominio Fontainebleau Gardens , con el fin de mantener el condominio seguro y habitable

1. En los balcones de los apartamentos está prohibido tener armarios que sobresalgan por encima de la barandilla de protección de los mismos, así como antenas de TV, toldos que lejos de bloquear la luz del sol permanecen extendidos todo el día tratando de ocultar la violación
2. En los contenedores de basura de cada edificio está terminantemente prohibido tirar escombros de las reparaciones, como madera, hierro, solo *deben ir en los contenedores las bolsas de basura que generan los desechos* de un apartamento. Está totalmente prohibido tirar en las zonas de basura, muebles, colchones, sillas, cómodas, escritorios etc etc. Este tipo de residuos es responsabilidad de cada propietario e inquilino para arrojarlos a los vertederos habitados por la ciudad, se les notifica que las cámaras de estos lugares están habilitadas.
3. Está prohibido ingresar a los carritos de compras del condominio y dejarlos en la propiedad.
4. Pedimos su absoluta colaboración con los aparcamientos para discapacitados, estos deben estar a disposición de los discapacitados que realmente lo necesiten, tengamos un poco de consideración.
5. Se le notifica que los automóviles con placas vencidas por más de un mes serán remolcados sin previo aviso, se prohíben los automóviles sin placas, los automóviles con llantas desinfladas o estacionados en áreas no autorizadas que obstruyan la circulación adecuada, los automóviles comerciales estacionados en áreas no autorizadas que obstruyan la circulación adecuada. Los autos comerciales están prohibidos después de las 5 p.m. en la propiedad, también se prohíben los autos con letreros,

licencia comercial, escaleras, lavadoras, herramientas, etc., etc. La Administración y Junta Directiva no se hace responsable de tramitar la devolución de su vehículo ni del costo en que incurra esta inversión.

6. Es un reglamento del condado que en los condominios los autos deben estar estacionados frente a los edificios para que se pueda identificar fácilmente la placa del edificio por lo que nunca se había puesto en práctica este reglamento, les pedimos su cooperación porque si llega un inspector y ve todas las violaciones y nos da una multa que no queremos tener.
7. Las motocicletas, scooters y bicicletas no se pueden estacionar en el césped o en el área común y también serán remolcadas.
8. LAS MUDANSAS se permiten de lunes a sábado de 8 am a 5 pm fuera de este horario están sujetos a una multa.
9. Las áreas comunes y de recreación tienen horarios:
 - Piscina hasta las 7pm
 - Gimnasio hasta las 11pm
 - Cancha de baloncesto, tenis y baloncesto hasta las 7 p.m.
 - Estas áreas solo pueden ser disfrutadas por los mismos propietarios e inquilinos

Este condominio es nuestro hogar y tenemos que entr todos cuidarlo y protéjelo, todos conocemos los problemas que tenemos por lo tanto si no lo cuidamos quien lo va hacer