

BELLA TERRA

CHECKLIST FOR APPLICATION FOR APPROVAL TO RENEW LEASE

VILLAS I

All of the items listed below must be attached to

Ensure the timely processing of your application.

Address: _____ Lessee(s): _____

Owner: _____ Lease Term: _____

- Completed Application
- Copy of Signed Lease

Mail Application to:

Alliant Property Mgmt.

Attn: Bella Terra Sales & Leasing

13831 Vector Ave.

Fort Myers, FL 33907

**Villas I at Bella Terra
Application for Renewal Approval to Lease Unit**

Dated _____

• ***Owner Certification and Information:***

Owner _____ Owner's Signature _____

I hereby apply for approval to lease (Address) _____ Estero, FL 33928,
of which I am the legal owner. Lease Term _____ to _____

Email Address: _____

I understand the Association must receive written notification at least 15 days before a property is occupied by a tenant. The fully completed executed Villas I Application form, along with the application fee must be submitted to meet the requirement of written notification. Any lease entered into without the required notice is a violation of the Villas I Declaration. Repeated violations of the rules may permit the Association to act as the landlord's agent and terminate the tenants lease, and if necessary evict the tenant. I further understand that all Association fees must be paid and must remain paid as a condition of this application. The Association will verify the Unit Owner is current with their quarterly dues prior to approval of lease.

A completed copy of the signed lease agreement is attached

• ***Tenant Certification and Information:***

In order to facilitate consideration of this application, I represent that the following information is factual and correct, and agree that any falsification or misrepresentation in this application will justify its disapproval. I consent to your further inquiry concerning this application, particularly of the information and references given below.

I certify that I have received a copy of and agree to fully abide by the Declaration of Covenants, By-laws and Rules and Regulations for Villas I and Bella Terra of Southwest Florida, Inc. (Community Master Association) and the Tenant Code of Conduct. **Failure to abide by Villas I Association Rules and Regulations or the Tenant Code of Conduct may result in a fine to the unit owner and violates my/our lease agreement and can result in my/our eviction by the Association per Declaration of Villas I, /O.O – Leasing.**

Note: In accordance with the governing documents of the Association the lease agreements between the unit owner and the lessees must be in writing and shall provide for a term of not less than three months. All lease agreements must be renewed **annually** with Villas I Association through Alliant Association Management regardless of the lease term agreement.

9.10 TENANTS OR GUESTS MAY NOT HAVE PETS

No subleasing or assignment of lease rights is allowed.

Please type or print the following information:

- 1) Full name of Tenant: _____
- 2) Social Security Number _____ Date of Birth _____
- 3) Current home address: _____
- 4) Telephone #: _____ Cell, if applicable: _____
- 5) Email Address: _____
- 6) Company or firm name: _____
- 7) Business Address: _____
- 8) Additional tenants:
Name: _____ Relationship: _____
Social Security Number _____ Date of Birth _____
Name: _____ Relationship: _____
Social Security Number _____ Date of Birth _____
- 9) Person to be notified in case of emergency:
Name: _____
Address: _____
City/State/Zip: _____ Phone # _____
- 10) Automobile(s) to be kept at the residence during lease term (limit of 2):
Make/Model _____ Year _____
License No. _____ State _____ Color _____
Make/Model _____ Year _____
License No. _____ State _____ Color _____

A Bella Terra transponder is required to be purchased for all vehicles that will be permanently parked on the property. The cost of the transponder is \$25.00 per vehicle. Photocopies of all applicable drivers' licenses and license plates are required.

11) If the applicant(s) move into the residence without fulfilling any and all requirements of this application, they are considered trespassing in the community. The Association will give the occupant 5 business days to fulfill the requirements before a "Notice to Vacate" is issued against them. If necessary, this will be followed by legal eviction proceedings with all costs to be borne by the owner.

DATED: _____

Applicant Signature (Tenant)

Applicant Signature (Second Tenant)

Please return the fully completed application
along with all required fees for processing to:

**Bella Terra Sales & Leasing
Alliant Association Management
13831 Vector Ave.
Fort Myers, FL 33907**

Lease Renewals:

A completed application is required along with copy of signed lease renewal agreement.

APPROVAL ACTION BY ASSOCIATION BOARD

APPLICATION APPROVED _____

DATE: _____

APPLICATION DISAPPROVED _____

DATE: _____

BY _____

Revised 4.16.18