

**Townhomes I at Bella Terra Association, Inc.**  
*13831 Vector Ave.*  
*Fort Myers, FL 33907*  
*Attn: Bella Terra Sales & Leasing*



CHECK LIST FOR APPLICATION FOR APPROVAL TO LEASE


**All the items listed below must be attached to ensure timely processing of your application.**

Address: \_\_\_\_\_

Lessee: \_\_\_\_\_

Owner: \_\_\_\_\_

Lease Term Dates: \_\_\_\_\_

 New Leases 3 months minimum and 12 months maximum

- Rental Application
- Copy of signed lease agreement
- Signed Amenities/Activities Waiver (per applicant)
- Signed Townhomes I at Bella Terra Association Rules and Regulations acknowledgement.
- Completed Transfer of Membership Form
- Processing Fee (\$100.00 non-refundable) Payable to Alliant Property Management
- Transfer fee (\$100.00 non-refundable) payable to Bella Terra Master SWFL (refundable only if application is denied)
- Application fee (\$100.00 non-refundable) payable to Townhomes I at Bella Terra Association, Inc.
- Background Check Fee (\$40.00 non-refundable) to Alliant Property Management, LLC (\$45.00 non-refundable for International- Non- U.S Residents)
- Completed Disclosure Consent Application for Background Check. (Per Applicant 18+ years of age)
- Copy of Driver's License (Per Applicant)
- Copy of Vehicle License Plate (Per Vehicle)
- Pet fee (\$100.00 non-refundable) Payable to Townhomes I at Bella Terra Association, Inc. (If applicable)
- Copy of Rabies Vaccination. (If Applicable)
- Certificate of Neutered/ Spayed Pet. (If Applicable)

***Townhomes I at Bella Terra Association, Inc.***

***13831 Vector Ave.  
Fort Myers, FL 33907  
(239) 454-1101***



**APPLICATION TO LEASE**

New Lease

Renewal

Seasonal

Lease applications will not be accepted to process if the owner has an open past due balance. Open covenant association violations could also delay Board approval. Lease renewal must be completed in its entirety with all requested information; Date stamped a minimum of twenty (20) days prior to the beginning of the lease or it will be considered late. Any tenant that moves in without townhomes approval- owner will incur a \$25.00 per day penalty automatically billed.

**Initials** \_\_\_\_\_

The minimum lease term is 3 months minimum, and the maximum term is 12 months maximum. *Per Section 10.2 of Townhomes I at Bella Terra Homeowners Association, Inc Declaration of Covenants.*

**Initials** \_\_\_\_\_

I hereby apply for approval to **lease** address \_\_\_\_\_ in the Townhomes I at Bella Terra Association, Inc, for the period beginning \_\_\_\_\_ 20\_\_\_\_ and ending \_\_\_\_\_, 20\_\_\_\_.

**Name of owner of above address:**

\_\_\_\_\_  
\_\_\_\_\_

***A complete copy of the signed lease is attached.***

**Following Fees to be included with a completed Application. Make all checks payable as follows:**

- **\$100.00 Non-refundable Application Fee payable to Townhomes I at Bella Terra Association, Inc**
- **\$100.00 Non- refundable Processing Fee payable to Alliant Property Management, LLC**
- **\$100.00 Transfer or Membership Fee payable to Bella Terra of SWFL Master Association (only refundable if lease denied)**
- **\$40.00 per applicant National Background Check fee**
- **\$45.00 per applicant International Background Check fee (non-U.S. resident)**
- **\*\*\* All backgrounds fees are payable to: Alliant Property Mgmt., LLC**
- **\$100.00 Non-Refundable Pet Fee payable to “Townhomes I at Bella Terra Association, Inc.**

 **Send all checks accompanied by this signed Application, Rules and Regulations and an executed copy of the lease to:**

**Mail to: Alliant Property Management, LLC  
Attn: Bella Terra Sales & Leasing  
13831 Vector Avenue  
Fort Myers, FL 33907**

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 references given below.

**PLEASE TYPE OR PRINT LEGIBLY THE FOLLOWING INFORMATION**

1. Full name of Applicant \_\_\_\_\_ DOB \_\_\_/\_\_\_/\_\_\_ SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

2. Full name of Applicant \_\_\_\_\_ DOB \_\_\_/\_\_\_/\_\_\_ SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Home address \_\_\_\_\_

Telephone: Home \_\_\_\_\_ Office \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_

Please state the name and relationship of all other persons who will be occupying the unit on a regular basis.

\_\_\_\_\_  
\_\_\_\_\_

The documents of the Townhomes I at Bella Terra Association provide for the obligation of unit owners that all homes are to be used as single-family residences only. By signing below, both the owner(s) and tenant(s) confirm that they have read and understood the leasing requirements as stipulated in the Amended and Association Declaration of Covenants, Conditions and Restrictions and the Rules and Regulations of the Association.

Date: \_\_\_\_\_

Applicant

Applicant

Date: \_\_\_\_\_

Homeowner

Homeowner

Name of the most recent landlord: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

**Person to be notified in case of emergency:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Information for vehicle(s) to be kept at the resident during the lease term. Vehicles to other tenants are to be listed on a separate sheet of paper. Photocopies of all drivers' licenses and license plate tags are required.

Make/Model \_\_\_\_\_ Year \_\_\_\_\_

License No. \_\_\_\_\_ State \_\_\_\_\_

Make/Model \_\_\_\_\_ Year \_\_\_\_\_

License No. \_\_\_\_\_ State \_\_\_\_\_

Make/Model \_\_\_\_\_ Year \_\_\_\_\_

License No. \_\_\_\_\_ State \_\_\_\_\_

**Mailing addresses for notices connected with this application:**

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

E-mail address \_\_\_\_\_ Phone number \_\_\_\_\_

**Pets:**

Number of Pet(s) occupying the rental unit: \_\_\_\_\_

Pet(s) Type \_\_\_\_\_

\_\_\_\_\_

Rabies vaccination and certificates of neutered/spay for each pet must be attached to this application.

**Acknowledgement of Understanding:**

- ❖ All prospective tenants must substantiate their ability to pay their rent, either through a credit check or other reasonable means.
- ❖ No applicant(s) is/are permitted to move physical possessions into any residence unless the owner obtains permission from the Board of Directors-Failure will result in the owner being charged a daily lease penalty. If applicant(s) moves into the residence without fulfilling all requirements of this application, they are trespassing in the community. The owner will automatically be billed a daily lease penalty at the rate in effect. Furthermore, the Board may take actions allowed by law including but not limited to instituting legal eviction proceedings with all costs borne by the owner.
- ❖ If the homeowner is in arrears with the association at the time of the initial lease or the renewal filing, the rental application will not be approved. If the homeowner falls into arrears any time during the term of the lease with the
- ❖ Townhome Association at any time during the term of the lease, the homeowner's account will be assigned to the Townhome legal counsel who will then notify both the owner and tenant and will direct the tenant(s) to submit their

rental payment directly to counsel's address. The owner will incur all legal collection fees. This will continue until all past due arrearage is satisfied. Tenants who fail to cooperate will face eviction with all costs to be borne by the owner including but not limited to foreclosure.

- ❖ The Association is authorized to act as the owner's agent, with full power and authority to take whatever action may be required, including eviction, to prevent violations by lessees and their guests, under the provision of the Covenants, Conditions and Restrictions of Townhomes I at Bella Terra Association's by-laws, and the rules and regulations of the Association.
- ❖ I/We am/are aware of, and agree to abide by the By-laws, Articles of Incorporation, Amended and Reinstated Covenants, Conditions and Restrictions and Rules and Regulations of Townhomes I of Bella Terra Master SWFL Association, Inc, which all leases shall be subject to and any violation thereof shall be deemed a material default of such lease.
- ❖ I/We acknowledge receipt of a copy of the Association Governing Documents.

**Authorization:**

- ❖ I/We hereby authorize Alliant Property Management, LLC and/or Townhomes I at Bella Terra Association, Inc to verify all information contained on the application.

**Acknowledgement of understanding and agreement:**

DATE: _____	_____	_____
	Applicant Signature	Applicant Signature
 DATE: _____	_____	_____
	Owner Signature	Owner Signature

Bella Terra Master of SWFL Association

Transfer of Membership Form

Transferee Name(s) \_\_\_\_\_

Bella Terra Address \_\_\_\_\_

Email Address(s) \_\_\_\_\_

Telephone Number(s) \_\_\_\_\_

*Dates of Amenities Transfer for this address is term dates of this lease—current year and future year(s).*

Transferee(s) acknowledge to abide by all Rules & Regulations set forth by the Board of Directors.

Signatures of Transferee(s)

\_\_\_\_\_

Owner of Property Name(s) \_\_\_\_\_

Telephone number and address where Owner may be reached \_\_\_\_\_

\_\_\_\_\_

*Bella Terra of SWFL owner acknowledges that a transfer is for term dates of lease (min. of one month) and that they do not have membership privileges for the duration of the transfer.*

Signature of Owner(s) or agent for owner \_\_\_\_\_

Date: \_\_\_\_\_

**\*\*Transfer fee of \$100, per household, made payable to Bella Terra of SWFL Association, is due at check-in only at Bella Terra. All transferees must check-in at the Bella Terra on-site office, to receive membership access cards (\$10 each).**

\_\_\_\_\_

For office use only: Amount paid \$100 \_\_\_\_ Check \_\_\_\_ Cash \_\_\_\_ Money Order \_\_\_\_.

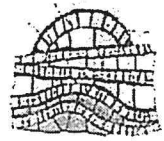
Amenities/Fitness/Activities Waiver signed? Yes \_\_\_\_ Staff Members Initials \_\_\_\_\_.

***Bella Terra of Southwest Florida, Inc.***

20070 Bella Terra Blvd.

Estero, FL 33928

Phone: 239-495-7172 \* Fax: 239-405-7417



**RELEASE AND INFORMATIONAL NOTICE FOR BELLA TERRA OF SW FL  
AMENITIES: FITNESS, BOCCE, PICKLEBALL, TENNIS, SOCCER FIELD,  
BASEBALL FIELD, VOLLEY BALL COURTS, BASKETBALL COURTS, IN  
LINE SKATING RINK & SWIMMING POOLS**

The Bella Terra of SW FL fitness, bocce, pickleball, tennis, soccer field, baseball field, volley ball court, basketball courts, in-line skating rink, playground & swimming pools are community amenities, collectively referred to in this document as amenities. All residents, family members and guests of residents have the right to use these amenities without paying a specific fee, if this release is signed, and subject to the following restrictions:

- Children under the age of 13 are not permitted in the fitness center under any circumstances. Children age 13 to 17 must always be accompanied and directly supervised by parent or guardian adult in the fitness room.
- Children under the age of 13 must be accompanied by and directly supervised by an adult at all recreational facilities, community center and pool areas.

The Bella Terra of SW FL amenities are all unsupervised and each person using these amenities assumes all risks, responsibility, costs, and damages associated with using the amenities including any and all equipment.

Attending and playing Bocce, Pickleball and/or Tennis could present a possibility of injury. The risk of injury or even death may arise from the improper use of the courts and by the physical exertion of playing these sports or from use by a person who may not be physically fit or in good physical health or for other reasons.

The use of the equipment and machinery in the Fitness Center is a potentially hazardous activity. The risk of injury or even death may arise from the improper use of the equipment and machinery or from use by a person who may not be physically fit or in good physical health or for other reasons.

Any person who uses the Bella Terra of SW FL amenities should be evaluated by a physician and assured that participating in stressful physical activity is in his or her best interest. The responsibility to receive medical clearance rests exclusively with the person using the Bella Terra of SW FL amenities and will continue to be the obligation of the participant as long as he or she uses the amenities and/or equipment.

By my signature below I acknowledge that I am solely responsible for my actions and behavior and for the actions and behavior of my family members and/or guests who use Bella Terra of SW FL amenities and/or equipment. I further release Bella Terra of SW FL from any and all obligations and liabilities for damages, injury or death resulting from my, my family's or my guests use of the Bella Terra of SW FL amenities and/or equipment. Further, I hereby indemnify and hold harmless the Bella Terra of SW FL against all costs, expenses and reasonable attorneys' fees, including appellate attorneys' fees incurred by the Association in the defense of any action based on the foregoing. Participants under 18 signing this release must have a parent or guardian also sign on their behalf.

\_\_\_\_\_  
Printed Name of Participant

\_\_\_\_\_  
Bella Terra of SW FL Member Number (or guest of)

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date:

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\_\_\_\_\_  
Printed Name of Participant

\_\_\_\_\_  
Bella Terra of SW FL Member Number (or guest of)

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date:



**DISCLOSURE CONSENT APPLICATION**

\*Please complete this form for each person to occupy the unit of the age 18 and older.  
Please do not leave any blanks, as this will result in a delay of the processing of the  
application.\*

---

Please Print Your Full Name Social Security Number

---

Please Print Any Other Names You Have Used Date Of Birth

---

Street Address

---

City State Zip Code

---

Driver's License # Exp. Date State Issued

I hereby give consent for an investigative consumer report to be prepared on me, which may include information about me obtained from Law Enforcement Agencies, State Agencies, as well as Public Records information such as credit reports, social security information, criminal history information, motor vehicle records and workers' compensation records, such as are allowed by law and in accordance with the Americans With Disabilities Act.

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Signature Date

---

Witness Date

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Signature Date

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Witness Date