

# Purchase / Lease Application VSM

Applications must only be submitted via email to <u>applications@aspmg.com</u> Once the application has been sent, all questions should be communicated via email to: <u>applications@aspmg.com</u>

If there are more than 2 applicants over the age of 18, additional copies of pages 1 & 3 must be submitted with the additional adult applicant(s) information, as well as required documentation.

Moving Hours: Only Monday through Saturday from 9:00 am to 6:00 pm.

## PLEASE NOTE, APPLICATIONS PROCESSING TIME WILL NOT BEGIN UNTIL ALL REQUIRED DOCUMENTATION HAS BEEN RECEIVED!!!



85 Grand Canal Drive Suite 201 · Miami, FL 33144 · Tel: 305 661 8400 · Fax: 305 639 8966 applications@aspmg.com · www.aspmg.com

ASSOCIATION N	APPLYING FOR U	PPLYING FOR UNIT#/ADDRESS:			DATE SUBMITTED:				
VSM									
LEGAL NAME OF	APPLICANT – FIRST	MIDDLE		CANT INFO	ORMATION			SS#	
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AUTO LIC PLATE	YEA	AR		MAKE			COLOR		
LEGAL NAME OF	APPLICANT – FIRST	MIDDLE	CO - APP	LICANT IN	NFORMATIO	N		SS#	
				2.10					
CURRENT ADDRE	ISS			CITY	(			STATE and Z	IP
DATE OF BIRTH	YEARLY INCOME		IT EMAIL ADDRESS		HOME PH	IONE		CELL PHONE	
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PETS COLOR/K		.OR/KIND		SIZE/WEI	BIZE/WEIGHT		LICENSE NUMBER OF		ET(S)
AUTO LIC PLATE	YEA	R		MAKE			COLOR		
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-									
	TO:								
	ORD INFORMATION					-	TELEPHONE		HOW LONG
FROM:	TO:								
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-	been evicted from								
-	wo or more late re		-	-					
Have you ever	been arrested?								
Have you ever	been convicted? _								

#### Minors in the unit----NOTE: Any minor over the age of 10 years old must present photo ID (school/passport)

NAME OF MINOR – FIRST	MIDDLE INITIAL	LAST	DATE OF BIRTH	AGE
NAME OF MINOR – FIRST	MIDDLE INITIAL	LAST	DATE OF BIRTH	AGE
NAME OF MINOR – FIRST	MIDDLE INITIAL	LAST	DATE OF BIRTH	AGE

Note: use this space for additional minor if needed:

## This application must be submitted along with:

### If you are renting:

- □ Original Criminal background record from Metro-Dade Police Department <u>ONLY</u>, located at 9105 NW 25<sup>th</sup> St, for each applicant; no more than 30 days old. (If there are any criminal or legal cases, provide us with Police Department Incident Report.) NOTE: Police records for non-local applicants will be obtained from screening company for an additional fee.
- □ Copy of driver's license or Florida Photo Identification.
- □ Copy of current vehicle registration. <u>NOTE: If the vehicle(s) being registered with the application is/are not under the name of the applicant(s), a notarized letter</u> from the owner must be provided specifying that the vehicles' owner is allowing the applicants to use said vehicle and that they <u>do not intend to reside in the community.</u>
- □ Copy of the lease or purchase agreement.
- □ Copy of cancelled payroll checks (copy of front & back). Payroll Checks from previous month, Copy of recent W-2. If selfemployed, retired or disabled, proof of Income is required (Copy of recent 1090 or 1040, letter from Social Security Administration and bank statements).
- □ A (Non- refundable) fee in the amount of \$150.00 per applicants older than 18 years old, except married couples with valid certificate of marriage which only pay \$150.00. After you submit the application you will receive a link to your e-mail to make the payment.

NOTE: This fee is ONLY for processing of the application and DOES NOT cover any association costs, keys, etc.

A (refundable) cashier's check or money order in the amount of \$200.00 payable to: <u>VSM</u>.
NOTE: This is a Common Area security deposit and will be returned upon termination of lease.
<u>Applicants may pay a Rush Fee (if Rush service is available) of \$100.00 to accelerate the screening process</u>
<u>To seven (7) to Ten (10) business days. Rush fee may be paid thru the link if requested.</u>

### If you are buying:

- □ ALL of the above must be submitted AND a Copy of credit report and credit score. *Foreigners-* If applicant is foreign, they must also submit:
- □ Copy of passport from original country, including copy of page where Date of Entry into the country is stamped. *NOTE: Your police records will be obtained from screening company for an additional fee.*

If application is not approved or accepted by the Board; all fees for this application are non-refundable. The applicant hereby waives any claim for damages by reason of non-acceptance which the Board may reject. The applicant recognizes that as a part of the application processing procedures, an investigative consumer report may be prepared whereby information is obtained through personal interviews with others with whom applicant may be acquainted. This inquiry includes information as to applicant's character, general reputation, personal characteristics and mode of living as permitted by state law.

FULLY completed applications, without any blank spaces, must be submitted only by e-mail with all required documentation. If you have any questions, please call our office prior to submission of the application as incomplete applications WILL NOT be accepted. APPLICATIONS MAY NOT BE MAILED OR FAXED.

\*\*Car decals will be distributed in accordance with the specific amount of parking spaces designated to your particular unit.\*\*

<u>The application approval process takes a minimum of 15 to 20 business days after it's submitted to our office</u>. Therefore, do not make any arrangements to move into the unit or close on the property before this time or prior to receiving a Certificate of Approval from the Board of Directors.



## **OWNERS OCCUPANTS ACKNOWLEDGMENT**

#### \_\_\_\_\_(Property Address)

The Unit Owner agrees that only occupant(s) listed on this application will be residents of the unit. If any additional occupant(s) not listed in the original application wishes to occupy or reside in the unit he/she must apply to A Solid Property Management Group, Inc. and go through the screening process.

## **LEASE RIDER**

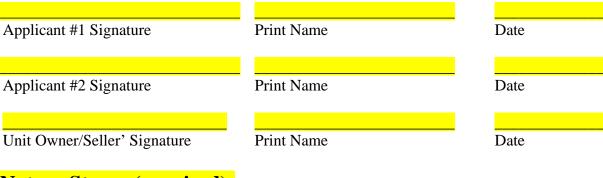
In the event the LESSOR (Owner) becomes delinquent in the payment of any monthly maintenance or any assessment due to the Condominium Association and if such delinquency continues for a period over ten (10) days, the LESSEE (Tenant) upon receiving written notice of such delinquency from the Condominium Association or it's Agent, shall pay the full amount of such delinquency payable to the Condominium Association.

LESSEE is authorized to deduct from rental payment to the LESSOR the amount paid to cure the delinquency. It is understood and agreed by the LESSOR that the LESSEE shall continue to pay the monthly maintenance payments thereafter until the expiration of the lease. It is further understood and agreed such deduction from the rental payment will not constitute in default of rent to the LESSOR.

## **RELEASE OF INFORMATION**

I, the APPLICANT, authorize release of my character references as well as rental, criminal, and credit history for the purposes of renting/purchasing a house, apartment, or condominium from this owner, manager, brokerage, finder, agent, or management company.

I acknowledge that the signature enclosed is applicable to the full terms and conditions denoted in the document.



# Notary Stamp (required):

For your convenience, our office offers Notary services.



## Acceptance Rules and Regulations Villas San Miguel Condominium Association, Inc.

Name(s):

I am an **Owner** OR a **Lessee** (*circle one*) of apartment #\_\_\_\_\_ located at: <u>399 NW 72 AVE MIAMI, FL 33126</u>

By these means I confirm the following:

I have received from Villas San Miguel Condominium Association, Inc.

a copy of the rules and regulations containing the conduct and discipline requirements for Owners and/or Lessees. I have read the outline and agree that I have no objections to any part of it. Therefore, I pledge as well as any other individual(s) who may reside with me to follow all its rules and regulations faithfully. I understand that following the regulations will assist in maintaining order and respect among all the residents.

**\_\_\_\_\_\_** (Initials) We understand that the Car Decals will be distributed in accordance with the specific amount of parking spaces designated to your Unit.NO commercial vehicles can be parked inside the community at any time there are NO exceptions to this rule. Non-authorized vehicles will be towed away at owner's risk.

/\_\_\_\_\_(Initials) We understand that Pets may under no circumstances be left outside the Units or in the common areas without being under the owner supervision and cannot be fed in the common areas to preserve the cleanliness of our community.

Date:

**Signature** 

<mark>Signature</mark>