

**ALTAMIRA CONDOMINIUM ASSOCIATION, INC.  
APPLICATION FOR APPROVAL FOR SALE/LEASE**

This Application For Approval of Sale/Lease must be accompanied by a properly executed Lease or Sales Agreement and a non-refundable \$50 Application Fee that includes one (1) background check for one (1) adult and \$25 for each additional adult listed on the sale/lease agreement. All sales/leases are conditioned upon approval by the Board of Directors of the Altamira Condominium Association, Inc. No lease can be less than sixty (60) days.

**SALE** \_\_\_\_\_ **LEASE** \_\_\_\_\_

UNIT #: \_\_\_\_\_ LEASE PERIOD: \_\_\_\_\_  
CLOSING DATE: \_\_\_\_\_

PRESENT OWNER \_\_\_\_\_

Name(s) of persons BUYING/RENTING the unit:

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

Applicant's Present Address: \_\_\_\_\_

Phone Numbers: \_\_\_\_\_ (H) \_\_\_\_\_ (O) \_\_\_\_\_ (C)

E-Mail Address: \_\_\_\_\_

Names of family members who will reside in the unit or guests and their dates of stay:

\_\_\_\_\_ Dates of Stay \_\_\_\_\_  
\_\_\_\_\_ Dates of Stay \_\_\_\_\_  
\_\_\_\_\_ Dates of Stay \_\_\_\_\_

**VEHICLE RESTRICTIONS: ONLY 2 VEHICLES (CAR OR VAN) USED AS FAMILY VEHICLE** will be permitted and shall be parked in the garage # \_\_\_\_\_ provided. **NO** commercial trucks, motorcycles or recreational vehicles (campers, motor homes, boats, etc.) are permitted. Passenger automobiles that are unsightly, junkers, or not mechanically operable will not be permitted to park on condominium property. Guests may park outside in front or side of either building. Please describe the applicant's vehicle(s) that may be parked in the condominium parking lot:

Year \_\_\_\_\_ Make/Model \_\_\_\_\_ State /Lic.No. \_\_\_\_\_

Year \_\_\_\_\_ Make/Model \_\_\_\_\_ State /Lic.No. \_\_\_\_\_

Owners who rent their units must deposit with our management company, one month's lease payment or \$3,500.00 (whichever amount is greater) for the security deposit of common area.

**Pets: Each Unit Owner (regardless of the number of joint owners) may maintain (1) household pet in his Unit, to be limited to a dog or cat weighing not more the 35 lbs. at maturity. By signing below, I agree to abide by the rule regarding pets.**

**TENANTS AND GUESTS ARE NOT PERMITTED TO HAVE PETS**

REFERENCES: (must have three)

1.	_____	_____	_____
	Name	Address	Ph. No.
2.	_____	_____	_____
	Name	Address	Ph. No.
3.	_____	_____	_____
	Name	Address	Ph. No.

**I/WE the undersigned Applicant(s) do hereby certify that I/WE have read, accept, and unconditionally agree to abide by the ON SITE REGULATIONS AND GROUND AND BUILDING RULES OF THE ALTAMIRA CONDOMINIUM ASSOCIATION. PLEASE INITIAL EACH PAGE OF THE RULES AND REGULATIONS AND INCLUDE IT WITH THIS APPLICATION.**

**X** \_\_\_\_\_ **X** \_\_\_\_\_  
Signature of Buyer/Renter Spouse Signature (if applicable)

NAME AND ADDRESS OF CLOSING AGENT, ATTORNEY OR TITLE COMPANY TO WHICH THE CERTIFICATE OF APPROVAL AND STATEMENT OF ASSESSMENT IS TO BE SENT.

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

**APPROVAL:**

UNIT OWNER(S): \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_ Date: \_\_\_\_\_

BOARD OF DIRECTORS: \_\_\_\_\_ Date: \_\_\_\_\_

PLEASE MAIL FORM TO THE ADDRESS BELOW **AT LEAST 30 DAYS PRIOR** TO SALE/LEASE:

**ALTAMIRA CONDOMINIUM ASSOIATION  
c/o Elliott Merrill Community Management  
835 20<sup>th</sup> Place  
Vero Beach, FL 32960**

**Altamira Condominium Association, Inc.**

**DISCLOSURE**

**APPLICANT AUTHORIZATION AND CONSENT FOR RELEASE OF INFORMATION.**

I hereby authorize the Altamira Condominium Association, Inc. and its designated agents and representatives to conduct a comprehensive review of my background causing a consumer report and/or an investigative consumer report to be generated for residency purposes.

I understand that the scope of the consumer report/investigative report may include, but is not limited to, the following areas:

Verification of social security number; current and previous residences; employment history; character references, credit history and reports, criminal history records from any criminal justice agency in any or all federal, state, county jurisdictions; birth records; motor vehicle records to include traffic citations and registration; and any other public records or to conduct interviews with third parties relative to my character, general reputation, personal characteristics or mode of living.

I hereby expressly release the Altamira Condominium Association, Inc. and its designated agent, Elliott Merrill Community Management and any procurer or furnisher of information, from any liability whatsoever in the use, procurement, or furnishing of such information, will not hold Elliott Merrill Community Management for any breach in confidentiality that may occur once the information is conveyed to the Board of Directors of Altamira Condominium Association Inc.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Co-Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

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CONFIDENTIAL INFORMATION  
NOT OPEN FOR INSPECTION AS OFFICIAL RECORDS OF THE ASSOCIATION

\_\_\_\_\_  
Applicant Last Name (Maiden Name) Applicant First Name

\_\_\_\_\_  
Co-Applicant Last Name (Maiden Name) Co-Applicant First Name

Applicant SS# \_\_\_\_\_ Co Applicant SS# \_\_\_\_\_

Applicant Date of Birth: \_\_\_\_\_ Co-Applicant Date of Birth: \_\_\_\_\_

Applicant Driver License # /ST \_\_\_\_\_ Co-Application Driver License #/ST \_\_\_\_\_  
or government issued ID \_\_\_\_\_ or government issued ID \_\_\_\_\_

MUST ATTACH A COPY OF GOVERNMENT ISSUED IDENTIFICATION

PLEASE SUBMIT COMPLETED APPLICATION TO:  
Altamira Condominium Association, Inc.  
C/O Elliott Merrill Community Management  
835 20<sup>th</sup> Place, Vero Beach, FL 32960