

APPROVAL REQUEST FOR PURCHASE OR LEASE TRANSFER

HICKORY GROVE CONDOMINIUM ASSOCIATION, INC

This request for approval of ownership transfer must be in possession of Ameri-Tech Community Management, Inc. ten (10) days prior to required time for approval. A copy of the complete sales agreement, copy of identification and \$100.00 check payable to Hickory Grove Condominium Association, Inc. must accompany this application. Applicant must read Rules & Regulations and Condominium Documents before interview.

Applicant must interview with the Board of Directors prior to occupancy.

FROM: _____ TO: _____
OWNER PURCHASER OR TENANT

OWNER MAILING ADDRESS: _____

PHONE NUMBER: _____ OR CELL PHONE: _____

EMAIL: _____ FAX: _____

PROPERTY ADDRESS: _____

CLOSING COMPANY (IF SALE): _____

PHONE #: _____ FAX #: _____ EMAIL: _____

SALES OR RENT IF APPLICABLE:

REAL ESTATE COMPANY: _____ PHONE #: _____

REAL ESTATE AGENT: _____ PHONE #: _____

CELL PHONE #: _____ FAX #: _____ EMAIL: _____

Purchaser(s) or Tenant(s) represent that the following information is true and correct, and consent to your further inquiry and investigation concerning this information or any information, which comes from that inquiry which is necessary for approval of this request. Applicant agrees to complete background check including criminal records, and any verification of information regarding this application.

Is this unit used as part time residence? _____ or full time residence? _____

EMERGENCY CONTACT(S) NAME & PHONE #:

BANK REFERENCE _____

AUTOMOBILE Make/ Model _____ Tag #: _____ State: _____

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All automobiles parking in common areas shall be parked only in the parking spaces so designated for that purpose by the Association. Owner agrees to notify all guests of the regulations.

PET: Breed _____ Weight _____

One (1) dog or cat of any kind under twenty five (25) pounds per unit shall be kept or harbored in or about the Unit or common elements in each instance the same must be expressly permitted by written agreement of the Association. In no event shall any pet be permitted in any common area or limited area except upon streets and while on such streets under restraint. No owner may maintain a vicious or noisy dog or cat.

By signing below, Purchaser(s) or Tenant(s) attests that a copy of Condominium/ Homeowner Documents, including Declaration of Condominium/ Homeowner Articles of Incorporation, By Laws, and Rules & Regulations have been received, read and understood and agree to abide by the Association.

This approval is subject to all financial obligations to the Association, including, but not limited to: Maintenance fees, late charges, special assessments, legal fees, and application fees having been paid in full or in the case of a sale being paid by the closing agent at the time of closing of this sale.

Copy of Sales or Lease Agreement is Attached _____ \$100.00 Fee is paid _____ Copy of ID _____

PURCHASER/ TENANT SIGNATURE _____ DATE _____

PURCHASER/ TENANT SIGNATURE _____ DATE _____

APPROVAL PROCESS REQUIRES AN INTERVIEW AND WRITTEN APPROVAL WITH ALL PURCHASERS OR TENANTS AND ALL PERSONS OCCUPYING THE UNIT.

A FEE OF \$100.00 IS REQUIRED FOR PROCESSING THIS APPLICATION. MAKE PAYMENTS PAYABLE TO HICKORY GROVE CONDOMINIUM ASSOCIATION.

Is unit to be leased or occupied by anyone other than purchaser? _____ If unit is to be leased, purchaser agrees to provide Ameri-Tech, Inc. a completed application for lease, copy of lease, \$100 application fee payable to Hickory Grove Condominium Association ten (10) working days prior to occupancy. Tenant must be interviewed prior to occupancy.

LEASING OF UNITS. AFTER APPROVAL BY THE ASSOCIATION, required herein, entire Units may be rented, provided the occupancy is only by the Lessee, his family and guests, all not to exceed three (3) during one week. Leases shall be no less than one (1) month. No rooms may be rented, and no transient tenants shall be accommodated in any Unit, nor shall any lease of any Unit.

14.2 APPROVAL BY ASSOCIATION. The written approval of the Association that is required for the transfer of the title of a Unit shall be obtained in the following manner:

1. SALE. A Unit owner intending to make a bona fide sale of his Unit, or any interest therein shall give to the Association notice of such intention, together with the name and address of the intended purchaser and such other information concerning the intended purchaser as the Association may reasonably require.

2. LEASE. A Unit Owner intending to make a bona fide lease of his Unit to any interest therein, shall give to the Association notice of such intention, together with the name and address of the intended lessee, such other information concerning the intended lessee as the Association may reasonably require and an executed copy of the proposed lease.

Purchasers or Tenants of the above unit are as follows:

Name: _____ Date of Birth: _____ SS#: _____

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NUMBER OF PERSONS TO OCCUPY UNIT _____ ADDITIONAL PURCHASERS OR PERSONS PROVIDE NAME, DATE OF BIRTH & SS# ON BOTTOM PAGE 3.

PRESENT ADDRESS: _____

PHONE#: _____ EMAIL: _____

MAILING ADDRESS/ PHONE#/ EMAIL IF DIFFERENT THAN ABOVE: _____

EMPLOYER(S) NAME/ ADDRESS/ PHONE#: _____

RETURN TO:
AMERI-TECH COMMUNITY MANAGEMENT, INC.
6415 1st Avenue South
St. Petersburg, FL 33707
Interview- Hickory Grove Condominium
727.726.8000 Office 727.873-7307 Fax
www.hickorygrovecondos.com

Interviewed By: _____ **Date:** _____

ADDITIONAL INFORMATION IF NECESSARY:

DATE _____

CUSTOMER NUMBER 2325 - AMERI-TECH

TENANT INFORMATION FORM

I / We _____, prospective tenant(s) / buyer(s) for the property located at _____,

Managed By: _____ Owned By: _____,

Hereby allow TENANT CHECK LLC and or the property owner / manager to inquire into my / our credit file, criminal, and rental history as well as any other personal record, to obtain information for use in processing of this application. I / we understand that on my / our credit file it will appear the TENANT CHECK LLC has made an inquiry. I / we cannot claim any invasion of privacy or any other claim that may arise against TENANT CHECK LLC now or in the future.

PLEASE PRINT CLEARLY

TENANT INFORMATION:

SINGLE _____ MARRIED _____

SOCIAL SECURITY #: _____

FULL NAME: _____

DATE OF BIRTH: _____

DRIVER LICENSE #: _____

CURRENT ADDRESS: _____

HOW LONG? _____

LANDLORD & PHONE: _____

PREVIOUS ADDRESS: _____

HOW LONG? _____

EMPLOYER: _____

OCCUPATION: _____

GROSS MONTHLY INCOME: _____

LENGTH OF EMPLOYMENT: _____

WORK PHONE NUMBER: _____

HAVE YOU EVER BEEN ARRESTED?
(CIRCLE ONE) YES NO

HAVE YOU EVER BEEN EVICTED?
(CIRCLE ONE) YES NO

SIGNATURE: _____

PHONE NUMBER: _____

EMAIL: _____

SPOUSE / ROOMMATE:

SINGLE _____ MARRIED _____

SOCIAL SECURITY #: _____

FULL NAME: _____

DATE OF BIRTH: _____

DRIVER LICENSE #: _____

CURRENT ADDRESS: _____

HOW LONG? _____

LANDLORD & PHONE: _____

PREVIOUS ADDRESS: _____

HOW LONG? _____

EMPLOYER: _____

OCCUPATION: _____

GROSS MONTHLY INCOME: _____

LENGTH OF EMPLOYMENT: _____

WORK PHONE NUMBER: _____

HAVE YOU EVER BEEN ARRESTED?
(CIRCLE ONE) YES NO

HAVE YOU EVER BEEN EVICTED?
(CIRCLE ONE) YES NO

SIGNATURE: _____

PHONE NUMBER: _____

EMAIL: _____

IMPORTANT

Please complete this form and return it to Ameri-Tech with your owner/tenant application. Applications received without this form will not be processed.

IF THE WRONG SOCIAL SECURITY NUMBER IS SUBMITTED, A SECOND APPLICATION FEE WILL BE CHARGED TO RE-PULL THE REPORT.

A CREDIT REPORTING SERVICE PROVIDING CREDIT REPORTS FOR REALTORS / PROPERTY MANAGERS / APARTMENT COMPLEXES / MOBILE HOME PARKS / CONDOMINIUM ASSOCIATIONS / EMPLOYERS