

GLENBROOK TOWNHOMES HOMEOWNERS' ASSOCIATION

c/o

AMERI-TECH PROPERTY MANAGEMENT

24701 US 19 N. Suite 102

Clearwater FL 33763 (727) 726-8000

SALES/RENTAL INFORMATION SHEET

\$100.00 APPLICATION FEE

****NOTE** THIS APPLICATION MUST BE TURNED INTO MANAGEMENT AT LEAST 15 DAYS PRIOR TO CLOSING**

****NOTE** -THERE IS A TWO-YEAR WAITING PERIOD BEFORE BUYERS CAN RENT OUT THE UNIT**

All future tenants must fill out this information sheet prior to moving in.

DATE: _____

Sales Application _____ Rental Application _____ (Minimum: 12 Months)

From _____ to _____
Seller (Landlord) Purchaser (Tenant)

Address: _____

Closing Date: _____ Rental from _____ to _____ (copy of lease must be submitted with application)

Complete Name & Address of Title Company or Attorney Handling the Closing:

Persons who will occupy the above address are as follows:

Name: _____ Age: _____ Phone # _____

Name: _____ Age: _____ Phone # _____

Email Address: _____ Email Address: _____

Vehicle (s) Make _____ Tag# _____

(Max 2 Vehicles)

_____ Tag# _____

Real Estate Agent (if applicable) _____

Purchaser (s) states that he has received a copy of all documents, **By laws and Rules and Regulations** and has read, understood and agrees to abide by all the conditions and terms therein. Maintenance Fees, late charges, special assessments, legal fees and application fees having been paid in full or will be paid by closing agent at the time of closing of this sale. **There is an interview process before closing. Contact Ameri-Tech for details.**

PLEASE NOTE: Buyer must be provided with:

1. _____ Copies of Homeowner Documents
2. _____ Pool key, mailbox key
3. _____ Rules and Regulations
4. _____ Coupon Maintenance Book

Please note a few important rules to remember:

- All pets must be on a **leash and picked up after**. There is a dog walk area next to the pump house. **Two pets maximum.**
- No commercial vehicles allowed on the premises. Vehicle must have valid tags and be in operable condition at all times. No parking of wave runners, boats, trailers, etc.
- Your maintenance fees are due every month no later than the 15th. There will be a \$25.00 late fee assessed after the 15th.
- Trash must be bagged and placed in a garbage can and put out no earlier than the evening before pickup day.

I/We declare without reservation that the above information is true and accurate. I/We have read, understood, and agree to abide by the Association's Rules and Regulations. I/We have also understood and agree to accept the delinquent account collection procedures by the Association.

Purchaser: _____
(Signature)

Tenant: _____
(Signature)

Please mail this form back to our office prior to closing.

BACKGROUND INFORMATION FORM

DATE: _____

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

Hereby allow TENANT CHECK 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 has made an inquiry.
I / we cannot claim any invasion of privacy or any other claim that may arise against TENANT CHECK now or in the future.

PLEASE PRINT CLEARLY

<u>INFORMATION:</u>		<u>SPOUSE / ROOMMATE:</u>	
SINGLE _____	MARRIED _____	SINGLE _____	MARRIED _____
SOCIAL SECURITY #: _____		SOCIAL SECURITY #: _____	
FULL NAME: _____		FULL NAME: _____	
DATE OF BIRTH: _____		DATE OF BIRTH: _____	
DRIVER LICENSE #: _____		DRIVER LICENSE #: _____	
CURRENT ADDRESS: _____		CURRENT ADDRESS: _____	
_____ HOW LONG? _____		_____ HOW LONG? _____	
LANDLORD & PHONE: _____		LANDLORD & PHONE: _____	
_____		_____	
PREVIOUS ADDRESS: _____		PREVIOUS ADDRESS: _____	
_____ HOW LONG? _____		_____ HOW LONG? _____	
EMPLOYER: _____		EMPLOYER: _____	
OCCUPATION: _____		OCCUPATION: _____	
GROSS MONTHLY INCOME: _____		GROSS MONTHLY INCOME: _____	
LENGTH OF EMPLOYMENT: _____		LENGTH OF EMPLOYMENT: _____	
WORK PHONE NUMBER: _____		WORK PHONE NUMBER: _____	
HAVE YOU EVER BEEN ARRESTED? (CIRCLE ONE) YES NO		HAVE YOU EVER BEEN ARRESTED? (CIRCLE ONE) YES NO	
HAVE YOU EVER BEEN EVICTED? (CIRCLE ONE) YES NO		HAVE YOU EVER BEEN EVICTED? (CIRCLE ONE) YES NO	
SIGNATURE: _____		SIGNATURE: _____	
PHONE NUMBER: _____		PHONE NUMBER: _____	

TENANT CHECK HOURS OF OPERATION:
MONDAY - FRIDAY : 9:00 a.m. - 5:30 p.m.
SATURDAY : 11:00 a.m. - 4:00 p.m.
 ALL ORDERS RECEIVED AFTER 5:00 p.m. (3:30 p.m. on Sat.) WILL BE PROCESSED THE
 NEXT BUSINESS DAY

TENANT CHECK FAX #: (727) 942-6843

**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