

RENTAL APPLICATION

2025 - 2026

Dear Owner's and Renter's,

Please read the instructions completely. They are very clear and must be followed by everyone. All spaces must be filled out and all documents must be included.

If you have any questions do not hesitate to email Sharon at brinyassistant@gmail.com

Thank you for your cooperation,

Briny Breezes Inc.

Briny Breezes, Inc.



TELEPHONE (561) 276-7405

FAX (561) 274-2270

5000 NORTH OCEAN BLVD.
BRINY BREEZES, FLORIDA 33435

Instructions for Owner's Application to Rent 2025 - 2026

Questions or complete paperwork package to Sharon at Brinyassistant@gmail.com

To rent your unit, a complete package including all required documents must be submitted at least 14 days prior to the committee meeting (held last Tuesday of each month) and a minimum of 30 days prior to the start of the rental. Rental Packages will only be accepted by the office when the entire document package is COMPLETE.

Give yourself plenty of time in case there is an issue that needs to be resolved before the meeting.

If the renter occupies unit before application is approved, there will be a penalty to the owner.

Owner's application to rent completed by the owner. Copies from previous years will not be accepted.

We cannot accept pictures, texts, unclear documents, or individually emailed pages.

****WE NEED TO CHANGE YOUR MAILBOX FROM COMBINATION TO KEY. ADDITIONAL KEY FEE (\$40.00) ****

- ☐ New Renter Rental application fee is \$250 payable to Briny Breezes Inc. or by Venmo @Briny-breezes-5000 561-903-5258 (PLEASE DO NO CLICK ON GOODS AND SERVICES). Fees can be paid by the owner or renter. This fee covers processing applications, mailing rental packet (Priority) containing 1 or 2 badges, up to 2 background check fees as needed. The packet also includes a rental and seasonal parking pass and other Briny documents. There is a \$40 fee to replace your mailbox combination to a key.

It should be paid for by the owner since it is your mailbox. Whatever you feel is reasonable.

If you change your mailbox already, please disregard.

- ☐ Return Renter (2023-2025) application fee is \$175 payable to Briny Breezes Inc. or by Venmo @Briny-breezes-5000 (PLEASE DO NO CLICK ON GOODS AND SERVICES). Fees can be paid by the owner or renter. This fee will cover processing applications, mailing the Rental packet (Priority), Renter's parking pass, seasonal parking pass and other Briny documents.

Return Renters will keep their badge(s) from the previous year.

- ☐ New Renter(s) and Returning Renter(s) application is to be completed by the renter. This should be returned to the owner and submitted as a complete rental package (copies from previous years will not be accepted).
- ☐ Renters who have not been registered in Briny Breezes after 2 years must complete the New Renter Additional Information form, Background Check Authorization form, along with Rental Application.
- ☐ Two-page Recommended Furnishings/Health & Safety Checklist signed by owner.

- ☐ A copy of the signed lease agreement including dates (minimum 2 months-maximum 9 months).
- ☐ Units may not be rented during the months of July, August, and September.
- ☐ The required "Lease Addendum" document signed by owner(s) and renter(s) including parking spot.
- ☐ Rental dates on **lease** must match dates on Owner's application and Renter's application.
- ☐ All documents must be clear and legible printed or typed, no cross-outs, every line completed, or document will not be accepted.
- ☐ **A COMPETE package with all the required documents must be submitted at the same time in One (1) file. The 30 days required to process paperwork DO NOT begin until we have completed application. Please allow ample time to mail your application so as not to pass the cut-off date. See attached for dates. If you get a last-minute rental, you may need to wait another month to process.**
- ☐ Don't forget to send car registration and pet vaccine documentation with application.
- ☐ There must be space for a golf cart if the renter has plans on leasing one. Renter must fill out golf cart form, submit to office, along with proof of insurance to receive a decal.
- ☐ **Owner must NOT have any outstanding fines or delinquent fees or violations.**
- ☐ We are changing all of the mailboxes from combination to key. The cost is \$40. Since it is your mailbox the fee should probably be paid for by the owner. Whatever you feel is reasonable. There will be two keys. We will give the keys to the owner or give one key to the renter and keep the other key in the office. We suggest that you have extras made should they get misplaced. The renter should leave the one key at your unit upon departure.
Review Renter's application to ensure paperwork is correct and complete.

☐ *These instructions are very clear and must be followed by everyone.*

***ALL DOCUMENTS MUST BE SCANNED into 1 file and emailed to the office. You may MAIL your complete package only if scanning and emailing is not an option. You may bring a completed application to the office. We cannot accept pictures, texts, unclear documents, or individually emailed pages.**

Considerations to add to your lease:

All guests must be registered at the office, upon arrival and departure
 Tenants must read and understand the rules
 Tenants may not sublease or have guests in their absence
 There must be space on the rented lot to park the golf cart
 Golf carts must be insured and copy given to the Briny Breezes office.
 Provide pet vaccination
 Provide car registration
 Mailbox key cost \$40.

IMPORTANT INFORMATION

Briny Breezes By-Laws as Amended February 2018

Section 7.80: Sub-leasing

- a. The term “sublease” shall be used interchangeably with the term “rent” and shall mean the agreement by which the Shareholder transfers occupancy of mobile home site to a Tenant or Lessee for consideration. Any shareholder with outstanding fines or delinquent fees will not be allowed to rent or lease their units until all fines/assessments are paid in full. All rental rules and procedures must then be followed once these fines and/or fees have been paid.

Transient Rental Tax (Bed Tax) On Rentals of Condominiums

The 14% Transient Rental Tax rate consists of a 6% Palm Beach County Tourist Development Tax and an 8% State of Florida Sales Tax. The tax is charged in addition to the rent that is collected from the tenant by the property owner. If the taxes are not collected from the tenant, the property owner is responsible for paying the taxes. Once collected, the taxes are mailed to the appropriate agency.

- The 6% Palm Beach County Tourist Development Tax is to be paid to the Palm Beach County Tax Collector. See <https://pbctax.com/tourist-development-tax> or call 561-355-3547 for more information.
- The 8% State of Florida Sales Tax is to be submitted to the State Department of Revenue. Register at www.myflorida.com. Please contact 1-800-352-3671 or 561-640-2800 for additional information.

Florida’s Landlord/Tenant Laws

We also encourage you to familiarize yourself with Florida’s Landlord/Tenant laws. One source of this information is available online through a link on the Briny Breezes web site under ‘Units for Rent or Sale’ or at <http://www.freshfromflorida.com/Consumer-Resources/Consumer-Rights-and-Responsibilities/Landlord-Tenant-Law-in-Florida>. For further assistance, call 800-435-7352.

Florida Homestead and Rentals

"According to Section 196.061 of Florida Statute entitled Rental of homestead to constitute abandonment. — The rental of all or substantially all a dwelling previously claimed to be a homestead for tax purposes shall constitute the abandonment of such dwelling as a homestead, and the abandonment continues until the dwelling is physically occupied by the owner. However, such abandonment of the homestead after January 1 of any year does not affect the homestead exemption for tax purposes for that particular year unless the property is rented for more than 30 days per calendar year for 2 consecutive years.



Owner's Application to Rent 2025 - 2026

All documents must be clearly printed or typed Unit number renting _____

Owner's name(s) _____

Mailing address _____

City, State, & Zip _____

Home phone _____ Cell phone _____

Email Address _____

Renter's name(s) _____

To rent your unit, a complete package including all required documents must be submitted at least 14 days prior to the committee meeting (held last Tuesday of each month) and a minimum of 30 days prior to the start of the rental. Rental Packages will only be accepted by the office when the entire document package is COMPLETE. Give yourself plenty of time in case there is an issue that needs to be resolved before the meeting. SEE THE MEETING SCHEDULE.

****If your renter occupies the unit before the application is approved, there will be a penalty to the owner****

RENTAL DATES _____ / _____ / _____ to _____ / _____ / _____

Who will clean/maintain unit _____ Phone _____

Who will open and close unit _____ Phone _____

All residential rentals offered for rent for six months or less are subject to the 14% Transient Rental Tax (8% for State of Florida and 6% for Palm Beach County tourist development tax). Attached for your convenience is information regarding this matter. Any questions or requests for forms should be directed to the phone number of the information sheet attached.

Briny Breezes, Inc. is not responsible and assumes no liability for the condition of the unit to rent.

Owner's signature _____

Date _____

BRINY BREEZES, INC.
RECOMMENDED FURNISHINGS &
HEALTH/SAFETY CHECKLIST FOR RENTAL UNITS

*Owner to check items included in rental unit, sign on reverse and return.
We suggest that Owners also provide a completed copy of this 2-page checklist
to Renters as an attachment to their lease.*

FURNITURE:

- ☐ Bed(s) each bedroom
- ☐ Table and 4 chairs
- ☐ Sofa
- ☐ Sitting chairs

BATHROOM:

- ☐ 4 bath towels
- ☐ 4 face cloths
- ☐ 4 hand towels
- ☐ 1 bathmat
- ☐ Rubber mat for each shower/tub

BEDROOM:

- ☐ 2 complete sets of sheets for each bed
- ☐ Mattress cover for each bed
- ☐ Blanket for each bed
- ☐ Pillow(s) for each bed

MISCELLANEOUS:

- ☐ 12 clothes hangers for each BR
- ☐ 1 laundry basket or cart
- ☐ 2 trash baskets
- ☐ 1 outdoor trash barrel
- ☐ 1 TV
- ☐ 1 vacuum
- ☐ 1 broom
- ☐ 1 dustpan
- ☐ 1 mop
- ☐ 1 clock
- ☐ 2 rotating fans if no A/C
- ☐ All shades or blinds in good working order

KITCHEN:

- ☐ 2 dish cloths
- ☐ 2 dish towels
- ☐ 1 iron
- ☐ 1 ironing board
- ☐ 1 toaster or toaster oven
- ☐ 1 complete set of pots and pans
- ☐ 4 place setting of dishes for 1 BR; 6 for 2 BR
- ☐ 4 glasses for 1 BR; 6 for 2 BR
- ☐ 4-6 place setting of silverware
- ☐ 1 coffee pot
- ☐ 1 set of serving bowls
- ☐ 1 set of baking dishes
- ☐ 1 dish strainer
- ☐ 1 vegetable strainer
- ☐ 1 set of cooking utensils
- ☐ 1 set of knives

SAFETY:

- ☐ Liability Insurance
- ☐ Carbon Monoxide Detector (if gas cooking and heating in unit)

PERSONAL ITEMS:

- ☐ *All personal items (clothing, food, toiletries, etc.) will be removed before unit is occupied by renters.*

** ** * Please continue next page ** ** *

Briny Breezes, Inc. Owner's Checklist (Continued)

It is expected that the following items be checked as working and in general good condition just prior (within 4 weeks) to the renter's start date. Please check Yes or No.

Yes No

- | | | | | |
|---|---|---|---|---|
| [|] | [|] | 1. Are there roof leaks or evidence of roof leaks? (Previous leaks as well as interior ceiling area have been repaired as necessary). |
| [|] | [|] | 2. Are there leaks from faucets, pipes, etc. or evidence of leaks? |
| [|] | [|] | 3. Siding and skirting is intact. |
| [|] | [|] | 4. Exterior doors close and lock securely. Keys provided to renters and Corporation Office |
| [|] | [|] | 5. Hurricane covers have been removed and stored; awnings are up. |
| [|] | [|] | 6. Driveway/parking area is useable. |
| [|] | [|] | 7. Porch/patio area is in good repair and space is uncluttered. |
| [|] | [|] | 8. All steps are secured and safe. |
| [|] | [|] | 9. Heating, cooling systems and hot water heater are in good working condition. |
| [|] | [|] | 10. Main water shut off/turn on is easily identified. |
| [|] | [|] | 11. Electrical box has breakers easily identifiable. |
| [|] | [|] | 12. Fire extinguisher working and is easily accessible. |
| [|] | [|] | 13. Smoke detector is working. |
| [|] | [|] | 14. All appliances, range, microwave, washers, dryers, dishwasher, exhaust fans, refrigerator, toaster, and coffee pot are in good working condition. |
| [|] | [|] | 15. Light's work. |
| [|] | [|] | 16. Floors are in good repair and clean. |
| [|] | [|] | 17. Walls are without holes or major cracks. |
| [|] | [|] | 18. Furniture to include beds, chairs, sofa (sofa beds) are in good condition, free from holes, rips etc. |
| [|] | [|] | 19. Windows can be opened and closed, screens are without major rips or holes. |
| [|] | [|] | 20. Place is clean without evidence of animals, insects, feces, grime or dirt. |

I have informed my renters of the available furnishings and conditions.

Unit # _____

Owner's Signature _____ Date _____

Printed Name _____

Briny Breezes Inc.

Required Addendum to Lease

Notwithstanding any clauses in the lease between landlord and tenant, the following items supersede and replace any other agreement made before or after this document is signed.

1. **Repeated violations of the Rules of Briny Breezes, Inc. is considered a breach of contract and may be cause for termination thereof.**
2. **GUESTS.** Any overnight guest or resident other than the resident(s) approved on the seasonal rental application must be registered with and approved by Briny Breezes Inc. If any guest (even a family member) is staying for more than 30 days in 12 consecutive months, they must have a background check.
3. **ASSIGNMENT.** Renter(s) may not sublease or assign any rental agreement or part thereof, with or without permission of the landlord.
4. **RENEWAL.** A rental agreement may be renewed or extended, with agreement of landlord and written notification to Briny Breezes Inc., but not past June 30th of any year. If Tenant remains in Premises after expiration of this agreement, Tenant will be considered a holdover tenant and will be subject to eviction at Landlord's expense.
5. **INDEMNIFICATION.** Briny Breezes Inc. shall not be liable for any damage or injury of or to the Tenant, Tenant's family, guests, invitees, agents, or employees or to any person entering the Premises or to goods or equipment, and Tenant hereby agrees to indemnify, defend, and hold Briny Breezes Inc. harmless from any and all claims or assertions of every kind and nature. Notwithstanding any understanding between Landlord and Tenant with regard to indemnification and liability, the Shareholder remains responsible to the Corporation for his or her tenant, the tenants' actions and violations, and damages caused by the Tenant, the tenant's family members, guests, invitees, and agents and employees.
6. **PARKING.** Tenants are allowed one parking space. The space for this tenant is: _____
(enter unit number or parking space number)

Owner Signature

Date

Owner Signature

Date

Tenant Signature

Date

Tenant Signature

Date



Instructions for Renter's Application 2025 - 2026

Any questions on rental paperwork email Sharon – Brinyassistant@gmail.com

1. All renters must fill out the Renter's Application with clear and legible printed or typed, no cross-outs. Every line must be completed on the application, or it will not be accepted.
2. All adults occupying the unit must be included in the application and listed in the lease. If there is an additional adult (3rd adult) staying with you for over 30 days, they will need to have a background check for \$50.00. Additional badge \$100.00.
3. New Renters and Renters who have not registered in Briny Breezes within the last 2 years must fill out the Rental application including "New Renter Additional Information" sheet, sign "Background Check Authorization" form including driver license & social security number.

New Renter - The application must include a check for \$250 payable to Briny Breezes Inc. or by Venmo @Briny-breezes-5000 (561-903-5258) *DO NOT CLICK ON GOODS & SERVICES*. This can be paid for by the owner or renter. This fee will cover processing applications, mailing rental packets (Priority), 2 badges, rental parking pass, up to 2 background check fees as needed. The packet will also include a seasonal parking pass and other Briny documents.

Return Renter - The application must include a check for \$175.00 payable to Briny Breezes Inc. or by Venmo @Briny-breezes-5000 (561-903-5258) *DO NOT CLICK ON GOODS & SERVICES*. This can be paid for by the owner or renter. This fee will cover processing application, mailing rental packet (Priority), 1 or 2 badges, rental parking pass, seasonal pass, and other Briny documents.

Return renters will keep their badge(s) from the previous Season.

4. Rental package must include a signed, dated lease between owner and all adult renters. The lease must include the rental dates (minimum of 2 months-maximum of 9 months); no rentals allowed July-September. The dates on the Owner's application, Renter's application and lease must all have the same dates. Must be clearly printed or typed, no cross-out, no date changes on old rental documents.

5. If you have a pet the owner has approved, rental paperwork must include current vaccine records. Application that does not include pet vaccination records will not be approved.

6. The Renter's Application and Owner's Application must be submitted clearly written or typed, correctly and completely with all applicable documents. Documents should be **scanned** in a single file sent via email or mailed to the Briny Breezes office in one complete document. Partial rental applications will not be accepted. Be sure to give plenty of time if mailing, not to pass cutoff date.

Paperwork must arrive at least a minimum of 30 days prior to the start of the lease AND at least 14 days prior to the committee meeting (last Tuesday of the month) to be approved in a timely manner. There is a cutoff date attached to the application. Give yourself plenty of time in case there is an issue with the application that needs to be resolved before the meeting.

If renter occupies unit before application is approved, there will be a penalty to the owner

7. You will be notified of approval or necessary changes shortly after the committee meeting (last Tuesday of each month) via email. Your rental packet will be sent to you via USPS Priority mail approximately 2 weeks prior to your arrival. If you will not be at the address listed on the application, please notify the office of the address where you would like the packet to be mailed.

8. New renters, upon arrival at Briny Breezes, please check into the office within a couple of days. The office is open Monday - Friday 10am – 12:30pm and 1:30pm – 4:00pm.

We will schedule to take your picture for your ID Badge. Depending on how busy we are, when you check in, we may be able to take your picture at the time!

9. Re-renter with picture, please check in within a couple of days to let us know you have arrived. If you plan on renting a golf cart, register it by showing proof of insurance and obtaining a decal.

10. Renters are allowed guest(s). All guests must be registered at the office by filling out Guest Form. If you need an All-Access Guest Badge for gates & buildings (\$100 deposit, refunded upon return, check preferred). Please notify the office at least 7 days prior to allowing time to prepare the guest badge. You may pick up a guest parking pass (up to 2 weeks). Guest Parking is limited. You may find the guest badge form online (brinybreezes.us) or in the office. Including guest name(s) and date your guest will be staying in Briny.

Please make a check payable to Briny Breezes, Inc.

Please return the guest badge(s) after your guests depart for refund within 2 weeks. Otherwise, check will be deposited.

11. Guests who stay longer than 30 days in one calendar year must have a background check. Guests cannot stay in the rental unit without the renter's present.

Remember ALL documents must be SCANNED into (1) file and emailed to brinyassistant@gmail.com. If you MAIL application, allow plenty of time so as not to miss cutoff date. Or drop off the complete application at the office.

We will not accept pictures, texts, unclear documents, or individually emailed documents.

If you have not attended the Orientation, we will notify you when the next meeting will be held.

Checklist:

- Rental application, signed and dated by all adult renters.
- Lease, signed and dated by all adult renters & unit owners.
- "Addendum to lease" document signed by renters and owners and parking spot entered.
- Lease includes required information listed in #2 above.
- Background check authorization signed by all adults not previously approved (include copy of driver's license and add SS# to form)
- Copy of pet vaccination shots from vet (mandatory for approval)
- Vehicle registration included with application.
- Check payable to Briny Breezes Inc. for \$250.00 (new) or \$175.00 (returned) to be paid by owner or renter.



Renter's Application 2025 - 2026
PLEASE FILL OUT EVERY LINE ON APPLICATION

Rental Unit # _____ Owner's Name _____

I/we plan to rent this unit from ____/____/____ to ____/____/____

Date last rented in Briny _____ Owner's Name _____

Renter's Name _____ Renter's Name _____

Mailing Address _____

City, State, & Zip _____

Cell Phone _____ & _____ Home _____

Email Address _____

Names of all other people who will be staying in unit for over 30 days or N/A (you must fill out this line)

Contingent on location of rental unit and the approval of the owner, will you be bringing a pet?

No pets are allowed in District II or South side of District III. Supply copy of pet vaccination record with application.

No _____ Yes _____ If yes, Breed _____ Age _____ Weight _____

In Case of Emergency Notify:

Name _____ Name _____

Address _____ Address _____

Cell _____ Cell _____

By signature I/we agree that I/we will abide by the Rules and the Bylaws of Briny Breezes, Inc. Repeated violation is considered a breach of contract and may be cause for termination thereof. Misrepresentation on this application is grounds for rejection. Briny Breezes, Inc. is not responsible and assumes no liability for the condition of the unit for sale or rent. I/we have read, completed, and understand this application.

Signature _____ Date _____

Signature _____ Date _____



New Renter's Additional Information 2025 - 2026

Rental Unit # _____

Renter's Name _____ **Renter's Name** _____

Please provide **two personal references for each renter**, Briny Breezes residents if possible. **Please do not include family members or the owner of the unit.**

Name _____ Relationship _____

Phone (cell) _____ Home Phone _____

Name _____ Relationship _____

Phone (cell) _____ Home Phone _____

Name _____ Relationship _____

Phone (cell) _____ Home Phone _____

Name _____ Relationship _____

Phone (cell) _____ Home Phone _____

Criminal background report is required of all adult residents. Background checks for up to 2 adults are included with a \$250.00 application fee. \$50.00 for each additional adult requires a check payable to Briny Breezes, Inc. with your completed application and background check authorization form.

**BRINY BREEZES INC.
BACKGROUND CHECK AUTHORIZATION FORM**

PLEASE INCLUDE COPY OF DRIVER'S LICENSES AND SOCIAL SECURITY NUMBER TO CONFIRM IDENTITY.

If you do not have a Social Security number, please include a current identification card. Please have a readable copy.

Please notify your landlord(s), Employer(s) and Character References that we will be contacting them to obtain a reference pursuant to your application.

Please allow at least 30 days from the date the complete application is submitted to the Briny Breezes office.

If either applicant has falsified, deliberately misled, or omitted to mention any information on your application you may not be approved for purchase, lease and/or occupancy.

I hereby authorize the release of any and all information requested with regards to verification of my bank account(s), credit history, residential history, criminal record history, employment verification and character references to Brown's Background Checks, Inc. This information is to be used for my/our background report for my/our Application for Occupancy.

I/We hereby waive any privileges I/We may have with respect to the said information in reference to its release to the aforesaid party. The information obtained for this report is to be released to Brown's Background Checks, Inc., Property Manager, and Board of directors or their designee(s).

I/We further state the Authorization Form was signed by me/us and was not originated with fraudulent intent by me/us or any other person and that the signature(s) below are my/our own proper signature.

I/We certify under penalty of perjury that the foregoing is true and correct.

I/WE UNDERSTAND THAT THE APPLICATION FEE IS REQUIRED AND NONREFUNDABLE REGARDLESS OF THE OUTCOME OF THE APPLICATION.

_____ Applicant's Signature	_____ Date	_____ Applicant's Name Printed	_____ Social Security #
_____ Applicant's Signature	_____ Date	_____ Applicant's Name Printed	_____ Social Security #

Please Include copy of driver's license(s), social security card(s) or SS number(s)

ALL PAPERWORK NEEDS TO BE IN THE OFFICE (PER ATTACHED SCHEDULE) BEFORE EACH COMMITTEE MEETING TO BE CONSIDERED FOR THAT MONTH MEETING. If you have any questions, please contact the Briny Breezes Office @ 561-276-7405.

BRINY DATES FOR SALES PAPERWORK TO BE CONSIDERED

<u>Month</u>	<u>Date All Paperwork to Briny Office</u>	<u>Meeting Date:</u>
January 2025	Tuesday 14 th	Tuesday 28th
February 2025	Tuesday 11 th	Tuesday 25th
March 2025	Tuesday 11 th	Tuesday 25th
April 2025	Tuesday 15 th	Tuesday 29th
May 2025	Tuesday 13 th	Tuesday 27th
June 2025	Tuesday 10 th	Tuesday 24th
July 2025	Tuesday 15 th	Tuesday 29th
August 2025	Tuesday 12 th	Tuesday 26th
September 2025	Tuesday 16 th	Tuesday 30th
October 2025	Tuesday 14 th	Tuesday 28th
November 2025	Tuesday 11 th	Tuesday 25th
December 2025	TBD	TBD

S&R 2025 Meeting Schedule

BRINY BREEZES

@Briny-breezes-5000



venmo

561-903-5258