**Windmill Village by the Sea Condo 1**

**10851 South Ocean Drive, #169**

**Jensen Beach, FL 34957**

**Phone 772-229-1145**

**Windmill Village Tenant Application Package**

Please return completed package to Windmill Village by the Sea Condo 1 for processing. All tenants are required to submit the tenant application package. NOTE: If you are a recurring annual tenant, you also must submit the completed tenant application upon your tenant anniversary date and may be subject to updated background check.

A completed package includes:

* A completed Tenant Application with all appropriate signatures;
* A non-refundable Tenant Application Fee of $100.00 ($50.00 for recurring tenants on the same Lot) made payable to Windmill Village; Fully completed Applications for recurring tenants on the same Lot that are received by the office at least five (5) days in advance of arrival will have the $50.00 registration fee waived.
* A non-refundable Domestic Background Check fee of $50.00 per adult of US citizenship made payable to Windmill Village for tenants staying more than six (6) months;
* A refundable Gate Card Deposit Fee of $50.00 made payable to Windmill Village for each gate card key. Note: Keys must be returned unbroken and in operable condition to the office upon departure from Windmill Village by the Sea Condo 1 in order to receive the refund. **Owner keys may not be used by tenants**.
* Effective July 1, 2016, a new law came into effect that requires an Association to process a TENANT application from a military service member within seven (7) days of submission of the application. A service member is any person serving as a member of the United States Armed Forces on Active Duty or State Active Duty and all members of the Florida National Guard and United States Reserve Forces. \*\*\*\* Copy of ID required.

**If application is submitted incomplete, it will be held uninvestigated until the rest of the required information is received. Owners are responsible for their tenants and completion of all applications. In addition, the owner is responsible for the tenant having a copy and understanding of the Rules and Regulations of Windmill Village by the Sea, Condo No. 1.**

Applications may be mailed to, or dropped off at, the Windmill Village Clubhouse Office located at:

10851 South Ocean Drive, #169

Jensen Beach, FL 34957

772-229.1145

**PLEASE ALLOW 7 DAYS FOR TENANT APPLICATION PROCESSING**

**\*\*\* UPON ARRIVAL, YOU MUST COME TO THE OFFICE TO RECEIVE A TEMPORARY PARKING PASS FOR CLUBHOUSE HOUSE PARKING. YOUR VEHICLE MAY BE BOOTED OR TOWED AT YOUR EXPENSE – AND ADDITIONAL EXPENSE TO RELEASE VEHICLE FROM IMPOUND - IF YOU DO NOT DISPLAY YOUR TEMPORARY PARKING PASS. THIS PASS WILL BE VALID DURING YOUR TENANCY ONLY. YOUR LANDLORD DOES NOT HAVE ACCESS TO TEMPORARY PASSES \*\*\***

**REV. 01/2020**

**Windmill Village by The Sea Condo 1 - 10851 South Ocean Drive, #169, Jensen Beach, FL 34957**

**Phone 772-229-1145**

 **TENANT APPLICATION (rev.01/2020)**

**------MUST BE FULLY COMPLETED------MINIMUM LEASE TERM 7 DAYS / MAXIMUM LEASE TERM 1 YEAR------**

Date Submitted: \_\_\_\_/\_\_\_\_/\_\_\_\_ Term of Lease: \_\_\_/\_\_\_/\_\_\_ TO \_\_\_/\_\_\_/\_\_\_

Name of Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Lot #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Lessee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone\_\_\_\_-\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Lessee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone\_\_\_\_-\_\_\_\_\_\_\_\_\_\_\_\_

Email Address(es): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Children:\_\_\_\_\_\_\_\_\_ Names & Ages\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Present Address (street, city, state, zip):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emergency contact and phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Total Occupants (4 max): \_\_\_\_\_\_Number of Pets & Breeds (2 max): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Photo of Pets and Proof of Current Vaccinations Required)

Have you rented in Windmill Village before? Yes ( ) Lot# \_\_\_\_\_\_\_\_\_\_Year \_\_\_\_\_\_\_\_\_\_\_\_\_\_No ( )

Name of Prior Landlord: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone#\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

References Name and Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Lessee Employer Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Years there: \_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If retired list most recent employer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**VEHICLE REGISTRATION:** Vehicles to be parked on the property (include RVs, Boats and Trailers on separate page). Only the vehicles listed below are allowed permanently on the property during tenancy. **NOTE: Vehicles must be maintained, in good condition and display current tags.**

**Vehicle #1 (automobile only) Vehicle #2 (automobile only)**

Make: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Make: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Model: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Model: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_Color: \_\_\_\_\_\_\_\_\_\_\_\_\_ Year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Color: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tag#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tag# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**NOTICE OF ACKNOWLEDGEMENT (rev. 01/2020)**

**Please initial the following statements**

I/We fully authorize investigation of all answers and references given ( ) ( )  **INITIAL**

I/We have received and read and hereby agree to abide by all Documents and Rules and Regulations of Windmill Village by the Sea Condo 1. Note: If the Owner or his/her representative fails to provide you, the Lessee, a copy of the Rules and Regulations, a copy is available on the Windmill Village website at [**www.windmillvillagewebsite.com**](http://www.windmillvillagewebsite.com). ( ) ( ) **INITIAL**

I/We agree to the terms of the lease and am within requirements of Windmill Village by the Sea Condo 1 Rules and Regulations pertaining thereto. ( ) ( ) **INITIAL**

I/We understand each occupant 18 years of age or over must consent to a background check if staying for 6-month period or longer. Anyone who refuses a background check will be denied rental privileges in Windmill Village by the Sea Condo 1. ( )( ) **INITIAL**

**Background checks are required on any person or persons staying 6 months or longer in Windmill Village by the Sea Condo 1. ( ) ( ) INITIAL**

**I/We certify under penalty of perjury that all information on this application is true. ( ) ( ) INITIAL**

Lessee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Board Approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

OFFICE USE ONLY

[ ] APPLICATION FEE COLLECTED: $100.00 $50.00 $0 [ ] BACKGROUND CHECK APPROVED \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ] BACKGROUND FEE COLLECTED $50 pp \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [ ] BACKGROUND CHECK DISAPPROVED \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ] GATE CARD DEPOSIT $50 PER KEY $\_\_\_\_\_\_\_ # OF KEYS \_\_\_\_

[ ] GATE CARD NUMBER(S) ACTIVATED\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [ ] DEACTIVATED GATE CARD \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ] DIRECTORY CODE ACTIVATED \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [ ] DEACTIVATED POOL ACCESS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ] PET DOCUMENTS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [ ] DEACTIVATED DIRECTORY CODE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ] BATH HOUSE KEY \_$3.00\_EXERCISE ROOM KEY \_$3.00\_ [ ] PROCESS GATE CARD REFUND \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ] HOLD HARMLESS AGREEMENT FOR EXERCISE ROOM **TOTAL COLLECTED THIS LEASE $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

[ ] PARKING PERMIT ISSUED \_#\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_- EXPIRATION DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_