

# NAPA RIDGE HOMEOWNERS ASSOCIATION

## Rental Application

Date of Application \_\_\_\_/\_\_\_\_/\_\_\_\_

House # \_\_\_\_\_

Current Owner(s) of Record: \_\_\_\_\_

Term of Lease: From \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_ (min 3 month, max 1 year, 1 time per calendar year)

In accordance with the DECLARATION OF HOMEOWNERS ASSOCIATION, the applicant represents that the following information is true and correct, and consents to further investigation concerning this information that may be necessary for approval of this request.

### ALL PERSONS WHO WILL OCCUPY the house are as follows:

NAME	AGE	NAME	AGE
NAME	AGE	NAME	AGE
CURRENT ADDRESS	TELEPHONE NUMBER	EMAIL	
EMPLOYER		OCCUPATION	
EMPLOYER'S ADDRESS		TELEPHONE NUMBER	

### REFERENCES: PLEASE INCLUDE TWO CHARACTER REFERENCES. THIS IS VERY IMPORTANT.

NAME	ADDRESS	TELEPHONE NUMBER
NAME	ADDRESS	TELEPHONE NUMBER

### ALL VEHICLES to be parked on Association property:

MAKE	COLOR	YEAR	LICENSE PLATE NUMBER
MAKE	COLOR	YEAR	LICENSE PLATE NUMBER
MAKE	COLOR	YEAR	LICENSE PLATE NUMBER

I/We hereby acknowledge that I/We have received and read a copy of the Association Rules and Regulations and agree to abide by them, as well as any revisions which may occur in the future. **Pets/Trucks are NOT permitted.** To Applicant: Please return this form **FULLY COMPLETED** with a **COPY OF THE LEASE AGREEMENT, BACKGROUND CHECK APPLICATION** and a **NON-REFUNDABLE** check for \$100.00 payable to NAPA RIDGE and send to the mailing address below. Short term leasing under three (3) months is prohibited including short term rental through Airbnb, VRBO and other similar short term rental services.

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

(Please do not write below this line.)

ACTION BY BOARD OF DIRECTORS: APPROVED \_\_\_ DISAPPROVED \_\_\_ DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

by \_\_\_\_\_ Title \_\_\_\_\_

**c/o Newell Property Management Corporation**  
**5435 Jaeger Road #4, Naples Florida 34109, USA**  
**Phone: 239-514-1199~Fax: 239-331-7178**

# NAPA RIDGE HOMEOWNERS ASSOCIATION

## RULES & REGULATIONS LEASES

- A. All leases must be approved by the Board of Directors of Napa Ridge Homeowners Association, Inc. (the "Association") prior to the commencement of the lease.
- B. In order to submit a lease for Association approval, the following must be submitted to the Association at least 30 days prior to the commencement of the lease term:
1. the fully completed Application for Approval to Lease in the form approved by the Association;
  2. a copy of the proposed lease;
  3. payment of the application fee in the amount of \$100 for each proposed tenant over the age of 18 (except that only one fee of \$100 is required for a married couple);
  4. a credit report for each proposed tenant over the age of 18; and
  5. a criminal background check for each proposed tenant over the age of 18 which shall include, at a minimum, a nationwide search for any misdemeanor and felony convictions.  
\*\*\*Please note that the credit report and criminal background check are to be obtained by you and that you are responsible for any associated fees. The credit report and background check must then be submitted to the Association before your application will be deemed complete.
- C. Criminal background checks will be obtained from the below company:
- Statewide Security Enforcement & Investigations, Inc.
- D. If any question is not answered or left blank on the Application for Approval to Lease, the application will be deemed incomplete and will be returned, not processed and not approved.
- E. The Association will notify you within 15 days of receipt of all items required in section "B" above if an interview of the proposed tenant(s) is required prior to final Board approval.
- F. Occupancy prior to Board approval is prohibited.
- G. The owner must provide the proposed tenants with a copy of all governing documents and rules and regulations for the Association.

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