

North Bay Village Application

Effective January 15, 2022

An application **WILL NOT** be considered, unless it is completely filled out and submitted with all requested materials and proper fees (which are non-refundable) to North Bay Village Condominium Association, known as NBV, in person, by fax or by registered mail, ten (10) days prior to closing or taking up residence at NBV. All parties, 18 years of age or older, whom are to reside at NBV must apply and sign the application or it will be returned without permission given. A person is not a legal resident or owner until this procedure is completed and approval granted. If a proposed tenant or owner moves into unit at NBV prior to approval a \$100 fee will be assessed per day up to \$1000 per month and the application may be rejected and the tenant or owner may not be approved in the future. Spouses and their children may all be included on one application. Up to two (2) non related residents are allowed on one application and no more than two (2) persons per bedroom.

NBV has restrictions that may affect your lifestyle. It is a responsibility of any resident or owner to acquaint themselves with NBV documents and rules. **All** residents shall go through an orientation interview prior to moving into NBV. This orientation can be especially informative for people planning to purchase as it brings to like many items they purchaser/s should be aware to make their purchase and future ownership at NBV more pleasant. Please go to nbvinfo.com to review the rules and regulations and our governing condominium documents.

Please ensure that the application is legible any application that cannot be right or understood will not be considered complete.

The following must be included with your application.

1. Legible copy of your drivers license or other official government issued photo ID
2. Copy of Social Security card or paystub with your name and Social Security number on it
3. Proof of legal resident or visa if you are not a United States citizen
4. Copy of your proposed lease or purchase and sales agreement
5. Bank certified check, money order made payable to North Bay Village in the proper amount or cash. Application fee fees are nonrefundable and payable in US dollars.
 - a) \$100 per application for purchase or lease
 - b) \$50 for transfer of title to another previously registered tenant or owner
 - c) \$50 per person for any immediate relative to be added as a resident whom was not on original application
 - d) Non-US citizen applicants will be charged an additional fee to cover the extra cost of foreign background checks if needed

The qualification process requires a background check approval may be affected by the following factors

1. A criminal history, which may include events, arrest a history of incidents that would preclude you from possibly being a good neighbor and living closely to other others.
2. Incidents of nonpayment of rents, foreclosures, evictions
3. False and or misleading information or statements on your application

NBV Condominium Lease/Sale Application

Please print all information legibly

Building Street Number _____ **Unit Number** _____

If Purchase:

Title Co. _____

Contact Name _____ Phone # _____

Realtor Name _____ Phone # _____

If Lease:

Landlord Name _____ Phone # _____

If any applicant's present address is of a term of less than one year please supply past five years addresses on separate sheet

Applicant 1: [own or rent]

Name _____
Last First Middle

Present Address _____
Number Street

City _____ State _____ Zip _____

DOB _____ SS# _____

Home Phone _____ Cell Number _____

Email Address _____

Applicant 2: [own or rent]

Name _____
Last First Middle

Present Address _____
Number Street

City _____ State _____ Zip _____

DOB _____ SS# _____

Home Phone _____ Cell Number _____

Email Address _____

Applicant 3: [own or rent]

Name _____
Last First Middle

Present Address _____
Number Street

City _____ State _____ Zip _____

DOB _____ SS# _____

Home Phone _____ Cell Number _____

Email Address _____

Applicant 4: [own or rent]

Name _____
Last First Middle

Present Address _____
Number Street

City _____ State _____ Zip _____

DOB _____ SS# _____

Home Phone _____ Cell Number _____

Email Address _____

Employment History

Applicant 1:

Current Employer _____ How Long _____

Address _____

Phone # _____ Contact Name _____

If less than three years:

Previous employer name _____ How long _____

Contact Name _____ Phone # _____

Applicant 2:

Current Employer _____ How Long _____

Address _____

Phone # _____ Contact Name _____

If less than three years:

Previous employer name _____ How long _____

Contact Name _____ Phone # _____

Applicant 3:

Current Employer _____ How Long _____

Address _____

Phone # _____ Contact Name _____

If less than three years:

Previous employer name _____ How long _____

Contact Name _____ Phone # _____

Applicant 4:

Current Employer _____ How Long _____

Address _____

Phone # _____ Contact Name _____

If less than three years:

Previous employer name _____ How long _____

Contact Name _____ Phone # _____

Pet Information

All cats and dogs must have proper shots and licenses with copies on file with office along with a picture of the pet and no more than two per unit. Dogs cannot be over 18” at shoulder or 30lbs in weight at maturity.

#1: Type: Dog / Cat (circle one) List Breed _____

Pet name _____ If dog: Height _____ Weight _____ Age _____

License # _____ (with copy)

Inoculation Date _____ (with copy)

#2: Type: Dog / Cat (circle one) List Breed _____

Pet name _____ If dog: Height _____ Weight _____ Age _____

License # _____ (with copy)

Inoculation Date _____ (with copy)

1. Have any applicants or children that are to reside in this community been arrested or convicted of any crime in the last ten (10) years or on parole or probation? If yes, provide details, city, state, county and arresting authority on separate sheet. Yes / No (circle answer)
2. Have any of the applicants been charged on a civil or criminal basis of acts of violence such as spousal abuse, assault and battery or of any other physical crime such as vandalism that did not result in arrest? If yes, provide details, city, state, county and arresting authority on separate sheet. Yes / No (circle answer)
3. Have any of the applicants been evicted from their home in the last 5 years? If yes, provide details, city, state, county and arresting authority on separate sheet. Yes / No (circle answer)
4. Are any of the applicants required to be or are registered as sexual predators? If yes, provide details, city, state, county and arresting authority on separate sheet. Yes / No (circle answer)

By signing and dating this application all applicants are attesting to and swearing that all information given is true and binding to the best of their knowledge and agree to abide by all the rules and regulations as dictated by the condominium documents, bylaws and board of directors. By signing this agreement, you are giving North Bay Village Condominium Association and their agents permission to verify the information you have given and to conduct a background check.

Applicant #1 _____
Signature date

Applicant #2 _____
Signature date

Applicant #3 _____
Signature date

Applicant #4 _____
Signature date