

GALERIA CONDOMINIUM ASSOCIATION, INC.
5415 Collins Avenue, Miami Beach, Florida 33140
305-864-1360

APPLICATION FOR LEASE, PURCHASE, GIFT, DEVISE OR INHERITANCE APPROVAL
INSTRUCTIONS

The attached Application for Occupancy must be fully completed by the proposed LESSEE or PURCHASER and submitted to The Galeria, Attention: Board of Directors, at the above address. If any questions are not answered or left blank, the application will be returned. The completed application must be submitted to the Association at least twenty (20) days prior to the desired date of occupancy. **Please attach a copy of the fully executed Lease or Sales Contract to this application (containing terms, conditions, provisions, rights and obligations of all parties).**

Attach a non-refundable \$100.00 processing fee to an application for lease or purchase payable to **Regatta Real Estate Management**. Acceptance of the processing fee does not constitute approval of this transaction.

ALL PROSPECTIVE OWNERS, RENTERS AND OCCUPANTS must be interviewed and approved by a member of the Screening Committee prior to final approval by the Board of Directors. Occupancy prior to final Board of Directors approval is prohibited.

A condominium unit may not be leased for a period of less than six (6) months and may only be leased one time during the six-month period. The primary occupant(s) shall not be changed during the six-month rental period. Renewals or extensions of lease agreements are subject to re-approval by the Board of Directors. Sub-leasing of an apartment or occupancy by anyone other than the Tenant is prohibited.

Nothing may or shall be done on any part of the condominium property which may be or may become an annoyance or nuisance to any unit owner, lessees, guests, or employees. Owners or Lessee must be present when any guests, visitors or children occupy the apartment or use the recreational facilities. Guests for more than two weeks must register with the front desk.

OCCUPANCY RESTRICTIONS:

One-bedroom unit	- no more than three (3) occupants
Two-bedroom unit	- no more than four (4) occupants
Three-bedroom unit	- no more than six (6) occupants

Initial _____ Initial _____

HIGHLIGHTS OF GALERIA RULES AND REGULATIONS:

MOVE-IN/OUT is permitted only Monday through Friday between 9:00am and 4:00pm. Moving of furniture is not permitted on weekends or holidays. Please notify Reception Desk twenty-four (24) hours in advance of move-in/out to reserve the elevator.

No commercial or recreational vehicles, boats, trailers, RV's, trucks, pick-up trucks, motor homes, mobile homes, campers, etc., are permitted on the condominium premises overnight. Motorcycles shall be parked only in the parking space assigned to the Condominium unit.

The exterior of the Condominium buildings and all other areas appurtenant to the building shall not be painted, decorated, or modified in any manner without the prior consent of the Association. Installation of drapes or curtains visible from the exterior of the unit shall have neutral-colored liners.

No apparatus for the transmission of television, radio or other signals of any kind shall be attached to or hung from the exterior of the condominium, roof, or railings. A satellite dish may be properly installed within the interior parameter of the balcony as long as it is not visible from street level. No sign, notice or advertisement shall be inscribed or exposed on or at any balcony, railing, window or any part of the condominium property. No objects shall be hung from balconies. No barbecuing or cooking shall be permitted on balconies.

NOTE: Pest control services are provided by the building on the third Saturday morning of every month and, for those units where access was not possible, the following Monday evening, beginning at approximately 5:00PM. Residents should make every effort to ensure their units are treated on either of these days on a regular basis.

Any violation of the terms, provisions, conditions and covenants of The Galeria Condominium documents provides cause for immediate action as therein provided or termination of the leasehold.

I/WE have received and have read a full copy of the Rules and Regulations: YES_____
NO_____

APPLICATION FOR OCCUPANCY

RE: UNIT# _____

FILL IN ALL BLANKS - USE "N/A" IF NEEDED. INCOMPLETE APPLICATIONS WILL BE RETURNED.

APPLICATION FOR: () RENT () PURCHASE EXPECTED DATE OF OCCUPANCY: ___/___/___

APPLICANT: _____ S.S.# _____ BIRTH DATE: ___/___/___
(First) (Middle) (Last)

CO-APPLICANT: _____ S.S.# _____ BIRTH DATE: ___/___/___
(First) (Middle) (Last)

WILL ANY PET OCCUPY THE PREMISES? TYPE OF PET: _____
OWNERS/LESSEESS shall be permitted not more than one (1) domestic pet weighing not more than twenty-five (25) pounds per unit.

PLEASE LIST NAMES OF ALL PERSONS WHO WILL OCCUPY THE UNIT OTHER THAN TENANTS:

NAME: _____ RELATIONSHIP: _____ AGE: _____

NAME: _____ RELATIONSHIP: _____ AGE: _____

NAME: _____ RELATIONSHIP: _____ AGE: _____

NAME: _____ RELATIONSHIP: _____ AGE: _____

NAME: _____ RELATIONSHIP: _____ AGE: _____

VEHICLE OF OCCUPANTS OTHER THAT TENANTS:

AUTO MAKE/MODEL: _____ YEAR: _____ LICENSE#: _____ STATE: _____

DRIVERS LIC.#: _____ STATE: _____ COUNTRY: _____

APPLICANT I:

CURRENT ADDRESS: _____ PHONE: _____

CITY/STATE/ZIP: _____ CELL: _____

E-MAIL ADDRESS: _____ HOW LONG? _____

Galeria Condominium Association, Inc. Application for Purchase or Lease

OWN () RENT () MORTGAGE CO./CONTACT: _____ PHONE: _____

PREVIOUS ADDRESS: _____ PHONE: _____

CITY/STATE/ZIP: _____ HOW LONG? _____

OWN () RENT () MORTGAGE CO./CONTACT: _____ PHONE: _____

APPLICANT II:

CURRENT ADDRESS: _____ PHONE: _____

CITY/STATE/ZIP: _____ HOW LONG? _____

OWN () RENT () MORTGAGE CO./CONTACT: _____ PHONE: _____

PREVIOUS ADDRESS: _____ PHONE: _____

CITY/STATE/ZIP: _____ HOW LONG? _____

OWN () RENT () MORTGAGE CO./CONTACT: _____ PHONE: _____

AUTO MAKE/MODEL: _____ YEAR: _____ LICENSE#: _____ STATE: _____

DRIVERS LIC.#: _____ STATE: _____ COUNTRY: _____

RESIDENTS MAY ONLY PARK VEHICLES IN PARKING SPACES ASSIGNED TO THE UNIT THEY OWN/RENT AND SHALL NOT PARK ANY VEHICLES IN GUEST OR OTHER UNITS' SPACES.

APPLICANT I:

CURRENT EMPLOYER: _____

PHONE: _____

ADDRESS: _____

SUPERVISOR: _____ ANNUAL INCOME: \$ _____ HOW LONG? _____

PREVIOUS EMPLOYER: _____

PHONE: _____

Galeria Condominium Association, Inc. Application for Purchase or Lease

ADDRESS: _____

SUPERVISOR: _____ ANNUAL INCOME: \$ _____ HOW LONG? _____

OTHER INCOME: \$ _____ per _____ SOURCE: _____

APPLICANT II:

CURRENT EMPLOYER: _____

PHONE: _____

ADDRESS: _____

SUPERVISOR: _____ ANNUAL INCOME: \$ _____ HOW LONG? _____

PREVIOUS EMPLOYER: _____

PHONE: _____

ADDRESS: _____

SUPERVISOR: _____ ANNUAL INCOME: \$ _____ HOW LONG? _____

OTHER INCOME: \$ _____ per _____ SOURCE: _____

LIST THREE (3) PEOPLE (NOT RELATIVES) WHO HAVE KNOWN YOU FOR AT LEAST TWO (2) YEARS:

NAME: _____ OFFICE PHONE: _____ HOME PHONE: _____

NAME: _____ OFFICE PHONE: _____ HOME PHONE: _____

NAME: _____ OFFICE PHONE: _____ HOME PHONE: _____

IN CASE OF EMERGENCY, PLEASE NOTIFY:

NAME: _____ OFFICE PHONE: _____ HOME PHONE: _____

ADDRESS: _____ RELATIONSHIP: _____

NAME: _____ OFFICE PHONE: _____ HOME PHONE: _____

ADDRESS: _____ RELATIONSHIP: _____

BANK AND CREDIT INFORMATION:

Galeria Condominium Association, Inc. Application for Purchase or Lease

BANK/CONTACT: _____ ACCOUNT# _____ TYPE: _____

BANK/CONTACT: _____ ACCOUNT# _____ TYPE: _____

CREDIT CARD: _____ ACCOUNT# _____

CREDIT CARD: _____ ACCOUNT# _____

CREDIT CARD: _____ ACCOUNT# _____

AUTO LOAN CO/CONTACT: _____ ACCOUNT# _____

OTHER LOAN CO/CONTACT: _____ ACCOUNT# _____

OTHER LOAN CO/CONTACT: _____ ACCOUNT# _____

OTHER LOAN CO/CONTACT: _____ ACCOUNT# _____

OTHER LOAN CO/CONTACT: _____ ACCOUNT# _____

TO BE COMPLETED BY **PURCHASER** OR LESSOR AND LESSEE (IF APPLICABLE)

UNIT# _____ LEASE TERM: FROM: _____ TO: _____

OWNER'S NAME: _____ PHONE: _____

ADDRESS: _____

REALTOR HANDLING LEASE: _____ COMPANY: _____

ADDRESS: _____

OFFICE PHONE: _____ HOME PHONE: _____ CELL PHONE: _____

NAME OF APPLICANT I (as it appears on Lease): _____

NAME OF APPLICANT II (as it appears on Lease): _____

WHEN THE RENT MUST BE PAID TO THE ASSOCIATION INSTEAD OF THE OWNER:

In the event Owner/Lessor leases the unit and is delinquent in the payment of any monthly maintenance payments or special assessments due to the Association, the rent for the Unit shall be applied by the Lessee to payment of any delinquent payments, assessments or installments thereof due to the Association before payment of the balance, if any, of such rent to the Owner/Lessor.

If any maintenance payments or special assessments or installments are not paid within ten (10) calendar days after the due date, the Association shall notify the Owner/Lessor of such delinquency by regular mail to the last address furnished to the Association by Owner/Lessor and shall notify Lessee of same by regular mail to the Unit address. Upon receipt of such notice, Lessee shall immediately pay to the Association the rent due each rental period. The rent will be applied to the entire amount of such delinquent payment or assessment, including late fees, interest, collection costs and attorney's fees (if any). Lessee shall continue to pay rent directly to the Association until further notice. After the entire amount due to the Association is paid in full, the balance of rent, if any, shall be forwarded to the Owner/Lessor.

Lessee agrees to abide by the Association's governing documents and all applicable laws, ordinances and regulations. If Lessee fails to comply with the Association's governing documents or any applicable laws, ordinances and regulations, Owner/Lessor shall promptly take steps to evict Lessee. The determination of whether Lessee has failed to abide by the Association's governing documents or any applicable laws, ordinances, regulations, shall be within the sole discretion of the Board of

**AUTHORIZATION FOR RELEASE
OF BANKING, RESIDENCE, EMPLOYMENT,
CREDIT AND POLICE INFORMATION**

I/we, _____, hereby authorize the release of information to the Credit Agency and their Attorneys or Representatives, and Community Association Screenings, as Agents, concerning my/our banking, credit, residence, employment or police records in reference to this application for housing with the Condominium/Home Owners Association.

I/we understand that the Board of Directors of The Condominium/Home Owners Association may cause to be instituted such an investigation of my/our background as the Board may deem necessary. Accordingly, I/we specifically authorize the Board of Directors of The Condominium/Home Owners Association, and Community Association Screenings, as Agent, to make such investigation and agree that the information contained in the attached application may be used in such investigation.

Furthermore, I/we release the Board of Directors and Officers of The Condominium/Home Owners Association, Community Association Screenings, as Agent, (To include: Employees; Officers; Directors; Brokers; Agents; and Representatives of the foregoing) and all persons and firms providing or receiving information in this report, from any and all claims or liability which might arise from the release, transmission, assembly, interpretation of information, denial of application or other adverse action.

I/we also authorize the Management Agent/Company to furnish the Lessor with a copy of the Credit and Police Reports.

Signature of Applicant

Date

Signature of Co-Applicant

Date



Condominium Residences

RULES AND REGULATIONS

The Rules and Regulations hereinafter enumerated as to the Condominium Units, and the Condominium in general shall apply to and be binding upon all Unit Owners. The Unit Owners shall at all times obey said Rules and Regulations and shall use their best efforts to see that servants, lessees, persons for whom they are responsible and persons over them whom they exercise and control and supervision. Violation of the Rules and Regulations may subject the violator to any and all remedies available to the Association and other Unit Owners pursuant to the terms of the Declaration of Condominium, the Articles of Incorporation of the Association and By-laws of the Association.

Violations may be remedied by the Association as provided in the Declaration of Condominium, by injunction or other legal means and the Association shall be entitled to recover in said actions any and all court costs incurred by it, together with reasonable attorney's fees against any person violating the Rules and Regulations, or the Declaration of Condominium and any of the Exhibits attached thereto.

Any waivers, consents or approvals given under these Rules and Regulations by the Board of Directors shall be revocable at any time and shall not be considered as a waiver, consent or approval of identical or similar situations unless notified in writing by the Board of Directors. **THE RULES AND REGULATIONS ARE AS FOLLOWS:**

1. **RULES AND REGULATIONS:**

- a) Violations should be reported to the Board of Directors or to the Officers of the Association or to any designees thereof.
- b) Violations will be called to the attention of the violating Unit Owner, Lessee or guest by the Board of Directors and the Board of Directors will also notify the appropriate committee of the Board of Directors, if any.
- c) Disagreements concerning violations will be presented to and be judged by the Board of Directors who will take appropriate action.
- d) Unit Owners are responsible for compliance by their Lessees or guests with these Rules and Regulations.

2. **LEASES:**

- a) A condominium unit may not be rented for a period of less than six (6) months. The condominium unit shall only be rented once during the six month period and the primary occupant(s) shall not be changed during a rental period. The approval of the board is required for extensions and renewals of leases. An Application for Lease and screening is required each time Lessees rent a unit in this building.
- b) The Association shall receive a completed application and a fully-executed copy of the lease or contract at least twenty (20) days prior to notice of occupancy for a sale or lease of a condominium unit. An application fee of \$100.00 (One Hundred Dollars) shall be paid by the Buyer/Lessee of a condominium unit made payable to "Galeria Condominium Association." Buyers and Lessees are required to meet in person or by telephone conference with the Association Screening Committee prior to occupancy. Moving into a condominium shall only take place Monday through Friday, 9:00AM to 4:00PM.

RULES AND REGULATIONS

Page 2

3. GUESTS:

a) In the absence of Unit Owners and Lessees. Unit Owners and Lessees shall notify the Association, in advance by written notice, of the arrival and departure dates of guests who have permission to occupy the Unit in the absence of Unit Owners and Lessees. Such guests shall check in at the front desk upon arrival. Guests who stay for more than two weeks must be screened and approved.

b) When the Unit Owners and Lessees are in residence: Guests who stay more than two weeks when the Unit Owner or Lessee is in residence shall also check in at the front desk, and if such guests stay for more than one month, they must be screened and approved.

4. COMMON FACILITIES:

The facilities of the Condominium are for the exclusive use of Unit Owners, their approved Lessees and guests. Guests shall be accompanied by a Unit Owner or Lessee.

a) Any damage to the buildings or other common elements or equipment caused by any Unit Owner, Lessee or guest shall be repaired at the expense of the Unit Owner.

b) No person under the age of eighteen (18) is allowed in the gym.

c) Unit Owners are requested to co-operate with any management firm in the use of common facilities where more than one organized activity is scheduled for the same time.

d) For groups of six or more, the social room or gym must be reserved in advance with a \$200 deposit. No food or beverages other than water may be served or consumed in either of these areas. The form "Agreement for use of use of Common Facilities" must be filled out and approved by the Board of Directors prior to any party arrangement

e) The deposit is refundable in full if premises are returned to its condition prior to the party. Deductions will be made for repair/replacement of Association-owned items or clean-up by Association staff.

5. NOISE:

Unless expressly permitted in writing by the Association, no floor covering shall be installed in the Unit, other than carpet, wood, tile, or marble. A wood, tile or marble floor must be set upon a sound proofing bed approved by the Board of Directors.

6. OBSTRUCTIONS:

Sidewalks, entrances, passages, patios, courts, stairways and all Common Elements shall be kept open and shall not be obstructed in any manner. No apparatus for the transmission of television, radio or other signals of any kind shall be attached to or hung from the exterior of the condominium, roof, or railings. A satellite dish may be properly installed within the interior parameter of the balcony as long as it is not visible from street level. No sign, notice or advertisement shall be inscribed or exposed on or at a balcony, railing, window or any part of the Condominium Property. No objects shall be hung from balconies. Nothing shall be projected out of any window, i.e., air-conditioner unit, etc.

7. ANIMALS AND PETS:

No animals, livestock, or poultry of any kind may be raised, bred, kept, or permitted in any Unit, except as provided herein.

a) Not more than one (1) domestic pet weighing not more than 25 pounds shall be permitted per unit. The keeping of a dog or other domestic pet at the Condominium is not a right of a Unit Owner, but is conditional license. This conditional license is subject to termination at any time by the Board of Directors upon a finding that a dog or other pet is vicious, is annoying to other residents, or has in any way become a nuisance. The Board of Directors shall establish the conditions for said license.

b) Pets must be on a leash or carried at all times when in the common areas. Pet waste must be picked up by the owner, Lessee or guest and disposed of properly. The Unit Owner assumes liability for themselves, their Lessees, or guests for all damages to persons or property caused by the pet or resulting from its presence at the Condominium.

RULES AND REGULATIONS

Page 3

8. DESTRUCTION OF PROPERTY:

Neither Unit Owners, their Lessees, nor guests, shall mark, mar, damage, destroy, deface or engrave any part of the Condominium Property. The Unit Owners shall be financially responsible for any such damage caused by themselves, Lessees or guests.

9. EXTERIOR APPEARANCE:

The exterior of the Condominium Buildings and all other areas appurtenant to the Building shall not be painted, decorated or modified by any Unit Owner in any manner without the prior consent of the Association, which consent may be withheld on purely aesthetic grounds within the sole discretion of the Association. No awnings, window guards, light reflective material, hurricane or storm shutters, ventilators, fans or air conditioning devices shall be used in or about the Condominium Property except as shall have been approved by the Association, which approval may be withheld on purely aesthetic grounds within the sole discretion of the Association. All shutters must be uniform in appearance. Installation of drapes or curtain visible from the exterior of the Unit shall have neutral colored liners, which liners must be approved by the Association. Hurricane shutters shall be closed in the event of a hurricane.

10. CLEANLINESS:

All garbage and refuse shall be deposited with care in the trash chute, garbage containers, recycle bins or areas intended for such purpose at such times and in such manner as the Association shall direct. All deposits shall be in accordance with the instructions given to the Unit Owners by the Association. All refuse, waste, bottles, cans, etc., shall be securely wrapped in plastic garbage bags. Clean items for recycling shall be placed in the containers provided. Recycling rules shall be posted in each trash room.

11. BALCONIES AND ROOF DECKS:

Plants, pots, receptacles and other movable objects must not be kept, placed or maintained on ledges of balconies, roof decks, patios or windowsills. No cloth, clothing, rugs, mops, towels, etc. shall be hung open or shaken from windows, doors and balconies, roof decks or terraces. Unit Owners shall remove all loose objects or movable objects from the balconies, roof decks and terraces during a hurricane warning. Unit Owners shall not throw cigars, cigarettes or any other object from balconies, roof decks or terraces. No barbequing or cooking shall be permitted on any balcony or terrace of an apartment. Unit Owners shall not allow anything to be thrown or to fall from windows, doors, balconies or terraces. No sweepings or other substances shall be permitted to escape to the exterior of the building from the windows, doors, balconies, roof decks or terraces. No balconies or roof decks may be enclosed or screened.

12. STORAGE AND GARAGE AREAS:

Unit Owners shall not place anything in the storage areas and garage areas which would create a fire hazard, that would be subject to being infested, or that would be subject to spoilage. Unit Owners shall store items in their assigned storage bins. The Association is authorized to dispose of items left in the storage room outside of the bins for more than 7 days.

13. EMERGENCY ENTRY:

In case of any emergency originating in or threatening any dwelling, regardless of whether the Unit Owner, lessee or guest is present at the time of such emergency, the Board of Directors of the Association, or any other person authorized by it, or any management firm, shall have the right to enter such dwelling for the purpose of remedying or abating the cause of such emergency. A key to open each condominium unit shall be stored in the Emergency Key Box; to be used for emergencies only, unless authorized by the owner.

RULES AND REGULATIONS

Page 4

14. BICYCLES:

Bicycles must be placed or stored within Units, or in the designated areas, if any. Bicycles shall not be stored on balconies.

15. PLUMBING:

Water closets and other plumbing shall not be used for any other purposes than those for which they are constructed, and no sweepings, rubbish, rags or other foreign substances shall be thrown therein. The cost of any damage resulting from misuse of same shall be borne by the Unit Owner causing the damage.

16. SOLICITATION:

There shall be no solicitation by any person anywhere in the building for any cause, charity, or for any other purpose whatsoever, unless specifically authorized by the Board of Directors.

17. EMPLOYEES:

Employees of the Association and employees of any management firm shall not be sent away from the Condominium Property by any Unit Owner, except in the Unit Owner's capacity as an officer or director of the Association, at any time, for any purpose. No Unit Owner or resident shall direct, supervise or in any manner attempt to assert any control over the employees of the Association and/or any management firm.

18. COMMERCIAL PROHIBITION:

No Unit may be occupied or used for any commercial or business purpose.

19. HURRICANE PREPARATIONS:

Each Unit Owner or Lessee who plans to be absent from his Unit during the hurricane season shall prepare his Unit prior to departure by:

- a) Removing all furniture and plants from his patio, roof deck or balcony.
- b) Designating a responsible firm or individual to care for his Unit during his absence in the event that the Unit should suffer hurricane damage and furnish any management firm or other designee with the name of such firm or individual. The designated firm or individual shall contact the management firm or other designee for permission to install or to remove hurricane shutters.
- c) Hurricane shutters shall be used in the event of a hurricane. The Association is authorized to enter units to close shutters.

20. SIGNS:

No sign of any kind shall be erected by an Owner within the Properties without the written consent of the Board of Directors. The Board of Directors or Developer shall have the right to erect signs.

21. AIR CONDITIONING UNITS:

Except as may be permitted by the Board or its designee, no window air conditioning unit may be installed in any Unit.

22. LIGHTING:

Seasonal Christmas decorative lights and all other exterior lights must be approved in accordance with the provisions of these Rules and Regulations and the Declaration of Condominium. Such approval may be withheld on aesthetic grounds. When necessary, as determined by the Association, balcony fixtures shall be replaced with a fixture approved by the board of directors.

23. NUISANCE:

Nothing may or shall be done on any part of the Condominium Property, which may be or may become an annoyance or nuisance to any Unit Owner, lessee or guest. No obnoxious, unpleasant, unsightly or

RULES AND REGULATIONS

Page 5

offensive activity shall be carried on, nor may anything be done, which can be reasonably construed to constitute a nuisance, public or private in nature.

24. VEHICLES:

No Commercial or recreational vehicles, boats, trailers, RV's, trucks, pick up trucks, motor homes, mobile homes, campers, etc. permitted on the condominium premises overnight. Motorcycles shall be parked only in the parking space assigned to the Condominium unit.

25. POOL:

a) The rules pertaining to the use of the swimming pool are posted at the pool area.

b) The swimming pool and pool area may be used for parties. The Unit Owner or Lessee must be present at the event. The form "Agreement for use of use of Swimming Pool and Pool Area" must be filled out and approved by the Board of Directors prior to any party arrangement. For groups of ten or more or for groups of six or more when beverages other than water and/or food is served or consumed, the pool/patio area must be reserved in advance with a \$200 deposit. The deposit is refundable in full if premises are returned to its condition prior to the party. Deductions will be made for repair/replacement of Association-owned items or clean-up by Association staff.

The foregoing Rules and Regulations are subject to amendment as provided in the Declaration of Condominium of Galeria, a Condominium and the By-laws of the Association.

The foregoing Rules and Regulations are designed to make living for all Unit Owners pleasant and comfortable. The restrictions imposed are for the mutual benefit of all. Violations of these Rules are to be reported to the Association who will call the matter to the attention of the violating Unit Owner, Lessee or guest for corrective action. Any disagreement over the violation will be reported to the appropriate committee for subsequent judgment by the Board of Directors.

ACKNOWLEDGEMENT

I have read, understood and received a copy of the Initial Rules and Regulations of the Galeria Condominium as outlined in the condominium documents.

Galeria Condominium
Board of Director or its Agent

Owner/Tenant

Printed Name

Owner/Tenant

Printed Name

Date

Unit Number _____