

REGATTA REAL ESTATE MANAGEMENT

309 23rd Street, Suite 300 • Miami Beach, Florida 33139

Phone: (305) 673-1940 • Fax: (305) 673-8889

info@regattarealestate.com • www.regattarealestate.com

RESIDENCY APPLICATION

Application Instructions

Applicant must complete the application form in full. Incomplete applications will not be processed.

Applicant must submit the required processing fee. Fee is one hundred dollars (\$100.00) per applicant unless they are a married couple who are a total of one hundred dollars (\$100.00). Application fees must be paid in the form of cash, cashier's check, or money order payable to Regatta Real Estate Management. No personal or business checks will be accepted.

A copy of the executed lease or sale contract must be attached.

All applicants must submit legible copies of a government issued picture ID (i.e. driver's license or passport)

Applications will be processed by our offices and then forwarded to the Board of Directors or Association screening committee for review. Typical processing time for an application is 5 – 7 business days.

SHOULD A POTENTIAL OCCUPANT MOVE IN WITHOUT PRIOR APPROVAL, THE ASSOCIATION WILL IMPOSE FINES ACCORDINGLY.

Please note that most associations will not approve rental applications if the unit owner is delinquent with their Association fees or if they are in violation of the association's by-laws.

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RESIDENCY APPLICATION

Applicant

Name _____ Birth Date _____

PHONE WHERE YOU CAN BE REACHED _____

Email Address _____

Social Security Number _____ Driver's License Number _____

Present Home Address _____ Apt. No. _____

City _____ State _____ Zip Code _____ Phone _____

Lease Expires _____ Rent \$ _____ How Long? _____

Landlord _____ Phone _____

Landlord's Address _____ City _____ State _____

Reason(s) for leaving _____

Previous Address _____ City _____ State _____

Landlord _____ Phone _____ Rent \$ _____ How Long? _____

Reason(s) for leaving _____

Employed By _____ Years _____

Address _____ City _____ State _____

Phone _____ Position _____ Supervisor _____

Previously Employed By _____ Years _____

Address _____ City _____ State _____

Phone _____ Position _____ Supervisor _____

Any litigation such a evictions, suits, judgments bankruptcies? _____

VEHICLES

1st Auto - Make _____ Year _____ Lic No. _____ State _____

2nd Auto - Make _____ Year _____ Lic No. _____ State _____

EMERGENCY CONTACT

Nearest Relative _____ Relationship _____ Phone _____

Address _____ City _____ State _____

PERSONAL REFERENCES

Name	Phone Number	# of Years Know
_____	_____	_____
_____	_____	_____
_____	_____	_____

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RESIDENCY APPLICATION

Co-applicant

Name _____ Birth Date _____

PHONE WHERE YOU CAN BE REACHED _____

Email Address _____

Social Security Number _____ Driver's License Number _____

Present Home Address _____ Apt. No. _____

City _____ State _____ Zip Code _____ Phone _____

Lease Expires _____ Rent \$ _____ How Long? _____

Landlord _____ Phone _____

Landlord's Address _____ City _____ State _____

Reason(s) for leaving _____

Previous Address _____ City _____ State _____

Landlord _____ Phone _____ Rent \$ _____ How Long? _____

Reason(s) for leaving _____

Employed By _____ Years _____

Address _____ City _____ State _____

Phone _____ Position _____ Supervisor _____

Previously Employed By _____ Years _____

Address _____ City _____ State _____

Phone _____ Position _____ Supervisor _____

Any litigation such a evictions, suits, judgments bankruptcies? _____

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The following OTHER persons will occupy the apartment:

Name: _____ Relationship: _____ Age: _____

Name: _____ Relationship: _____ Age: _____

Name: _____ Relationship: _____ Age: _____

The following pet(s) will be in the apartment

Breed: _____ Weight: _____ Age: _____

Breed: _____ Weight: _____ Age: _____

Have you ever been convicted of a crime? _____ If yes please provide city and state of conviction w/details of conviction.

PLEASE READ CAREFULLY BEFORE SIGNING

It is my (our) understanding that this Application is preliminary only and involves no obligation of the Owner, Agent or Association to approve this application or to deliver occupancy of the proposed premises. I understand that the application fee of one hundred dollars (\$100.00) per person is **NOT REFUNDABLE**. I certify that I have read the above Application; that the information contained therein is true and correct. I understand that this application shall be incorporated in and become part of the Lease of the premises sought and if incorrect or untrue shall be grounds for cancellation of the Lease at the option of the Owner, Agent or Association. I understand that clear and sufficient funds are required at the time this application is submitted or it will not be processed. I (we) hereby authorize Regatta Real Estate Management, Inc to verify all information provided above. I (we) certify that all information is true and correct. I (we) authorize Regatta Real Estate Management, Inc to obtain my credit report, employment verification, criminal check and banking information. I further allow Regatta Real Estate Management to make any and all other inquiries they feel necessary to evaluate my occupancy.

Signature of Applicant _____ Date _____

Signature of Coapplicant _____ Date _____

APARTMENT

ADDRESS: _____ APT#: _____

DESIRED MOVE IN DATE: _____

REALTOR INFO: _____