

MERIDIAN OF PALM BEACH
CONDOMINIUM ASSOCIATION, INC.

December, 2022

Dear Unit Owner:

The Meridian Condominium Association's Declaration of Condominium and their Rules and Regulations set forth certain Rules and procedures for the Renting of apartments:

THESE RULES AND PROCEDURES **MUST** BE FOLLOWED BEFORE YOU CAN RENT YOUR APARTMENT AND FOR LESSEES TO OCCUPY YOUR APARTMENT.

1. The *Unit Owners* must have the Renter(s) fill out an Application for Lease of their Unit. A new application *and* a new Lease/Rental Agreement must be filled out each year, even for returning renters. The President of the Condominium Board can waive the need for reference letters; however, Unit Owners or a leasing agent cannot waive them, the Application, or any fees. This must be done at the same time as the Lease/Rental Agreement is signed and prior to the Renters occupying the apartment.

2. The UNIT OWNERS are responsible for getting the Renters' **completed** Application, as well as sending in the required checks, in a timely manner, as follows:

- a) A refundable security deposit check is required to cover any damages to the common or limited common areas of the Meridian in a sum equal to one month's rent, but not to exceed \$5,000. The check shall be payable to the Meridian Condominium Association.
- b) The renters must submit a separate check in the amount of \$150.00 as the non-refundable application fee. This applies to *returning* renters as well.

3. The UNIT OWNERS are responsible for issues their Renter may have with the unit, as well as any damage to the common or limited common areas of the Meridian that are above the security check that we keep on deposit.

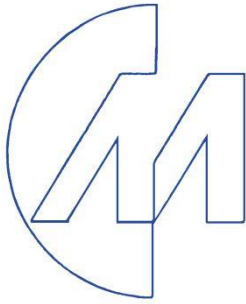
4. All applicants must be interviewed by a member of the Board of Directors and shall be required to appear at the office of the Association, or by Zoom or at an alternate site by agreement for a personal interview. The President of the Condominium Board may designate another unit owner to conduct this interview, but it must be conducted before the lease is approved.

5. Unit Owners must submit a copy of the Lease/Rental Agreement with the prospective Renter's Application Forms, including legible copies of Renters' driver's licenses and Social Security cards, and all required references. As a reminder, the lease cannot be less than 3 months (90 days) and no more than one year (12 consecutive months).

A copy of the Rules and Regulations and the Declaration of Condominium must be given to the renter.

THE BOARD OF DIRECTORS

3300 SOUTH OCEAN BLVD. PALM BEACH, FL 33480 OFFICE (561)582-9830 FAX (561)585-2554



MERIDIAN OF PALM BEACH
CONDOMINIUM ASSOCIATION, INC.

3300 S Ocean Boulevard
Palm Beach, FL 33480
Tel: (561)582-9830 Fax: (561)585-2554

APPLICATION FOR LEASE OF A MERIDIAN UNIT

Please Print Clearly

Unit #: _____ Parking Space # _____ Date: _____

Unit Owner: _____

Rental Period: From _____ To _____

(*Lease cannot be less than 3 months or more than 1 year)

Applicants Full Name(s): _____

Applicants Address: _____

Telephone Number: _____

Description of car lessee will use (make/model/color/year) and license plate (including state) _____

If applicable, Broker's Name and Number: _____

Seasonal Rental: Yes ___ No ___ Annual Rental: Yes ___ No ___

The undersigned Unit Owners hereby apply for approval of such Lease, and enclose herewith a true copy of the executed Contract for Lease.

INSTRUCTIONS:

1. Enclose a true copy of the executed Contract for Lease.
2. The Lessee is to attach a check in the amount of \$150.00, payable to the Meridian of Palm Beach, as the non-refundable Application Fee for expenses which may be incurred with respect to the processing of this Application for each new application year

3. The Lessee is to attach a separate refundable security deposit check to cover any damages to the common or limited common areas of the Meridian in a sum equal to one month's rent, but not to exceed \$5,000. The check shall be payable to the Meridian of Palm Beach. Said security check will be deposited in a non-interest escrow account. The security deposit will be returned upon completion of the lease with no claim.
4. Attach the applicants required two (2) Letters of Reference.
5. Attach the completed and signed Resident Screening Authorization Form.
6. Attach the completed Receipt and Acknowledgement of the Declaration, By Laws, and Rules and Regulations.

By their signatures below, Applicants agree and represent that they received, read and understand these documents and they will abide by them.

7. Applicants further understand this transaction is subject to the written Approval of the Board of Directors and that they must meet with a member of the Association for a personal interview as part of the consideration of this Application. Please contact the Association office to arrange a time for said meeting.
8. Applicants have provided proof of identity.

UNIT OWNER(S):

Signature

Print Name

Signature

Print Name

Date

APPLICANT(S):

Signature

Print Name

Signature

Print Name

Date

The Lessee hereby agrees to abide by all rules and regulations of The Meridian of Palm Beach Condominium Association, Inc., and further agrees to occupy the described premises as a living unit for one family only and not sublet or assign the lease to anyone or to allow anyone to occupy premises when lessee is not in residence. The Lessee understands that PETS are NOT permitted on the premises and agrees to park their car only in the space assigned to their unit or parking spaces designated by management.

References

(1) Name: _____

Address: _____

Relationship: _____ Years Acquainted: _____

Home #: _____ Cell #: _____

(2) Name: _____

Address: _____

Relationship: _____ Years Acquainted: _____

Home #: _____ Cell #: _____

Attach all reference letters of those listed above and return with this form

All Renters:

Have you ever been arrested? Yes ___ No ___

If yes, when, where and under what circumstances: _____

Have you ever been convicted of a felony? Yes ___ No ___

If yes, when, where, and under what circumstances: _____

Have you ever been evicted? Yes ___ No ___

If yes, where/why: _____

Name of Real Estate company representing you (if applicable) _____

Name of Agent _____ Phone #: _____



MERIDIAN OF PALM BEACH
CONDOMINIUM ASSOCIATION, INC.

RESIDENT SCREENING AUTHORIZATION FORM

(Please Print) Name: _____ Sex: _____

Address: _____

City, State, Zip: _____

Social Security Number: _____ Date of Birth: _____

I give my authorization to the Accudata, Inc client below, Accudata Inc, or any party or agency contacted by the aforementioned to obtain and verify the above information, concerning a credit report, criminal records, motor vehicle and other history. I understand that inquiries may be made to various federal and state agencies, employers, and references.

Applicant's Signature _____ Date _____

(Accudata client information only)

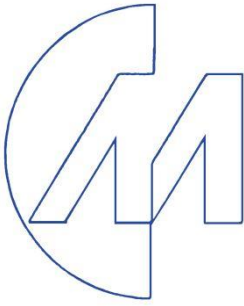
Company Name: The Meridian of Palm Beach Condominium Association, Inc.

Contact Name: Property Manager

Tel#: (561)582-9830 **E-mail:** meridianofpalmbeach@kwpmc.com **Fax:** (561)585-2554

Type of Screening Requested

Package: 4



LESSEE INFORMATION FORM

PLEASE PRINT CLEARLY

Unit Number: _____ Owners Name: _____

Renters Name(s): _____

The lessee is hereby advised that the unit is to be occupied only by person(s) listed on the application form.

Out of State Address and Information:

Street: _____

City: _____ State: _____ Zip: _____ Country: _____

Home Phone: _____ Business Phone: _____

Cell No. _____ Cell No. _____

E-Mail(s): _____

Emergency Contact Information:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____ Country: _____

Home Phone: _____ Business Phone: _____

Cell No. _____ Cell No. _____

Vehicle Information:

Lessee is hereby advised; no parking areas or spaces shall be used for any purpose other than for parking a private vehicle. No trucks, boats, boat trailers, vans, buses, campers, motorcycles, or commercial vehicles are permitted.

Vehicle #1 Make: _____ Model: _____ Color: _____ Year: _____ Tag _____

Vehicle #2 Make: _____ Model: _____ Color: _____ Year: _____ Tag _____



RECEIPT AND ACKNOWLEDGEMENT OF RENTAL UNIT OCCUPANCY RULE

I/We (print name) _____ the prospective renter of Unit No. _____, acknowledge your rule regarding leased units, which states that only the persons permitted to occupy a leased unit are the individuals on the approved Lease agreement and contract. Further, I understand that I cannot lease the unit and have someone else occupy it or stay in the unit in my absence.

Renters Signature

Renters Signature

RECEIPT AND ACKNOWLEDGEMENT OF THE MERIDIAN'S DECLARATION, BY LAWS AND RULES AND REGULATIONS

I/We (print name) _____ the prospective purchaser/renter of Unit No. _____, acknowledge receipt of The Declaration, By Laws, and Rules and Regulations and agree to abide by them.

Renters Signature

Renters Signature

RECEIPT AND ACKNOWLEDGEMENT OF THE MERIDIAN'S NO PET POLICY

I/We (print name) _____ the prospective purchaser/renter of Unit No. _____, acknowledge that the Meridian has a no-pet policy and that I/we will not be bringing a pet to the Meridian.

Renters Signature

Renters Signature

Dated

UNIT OWNERS STATEMENT OF RESPONSIBILITY

As the Owner of Unit No. _____ I/we acknowledge that I am (we are) fully responsible for any damage to the common or limited common areas, and for any inconvenience or annoyances that may arise from the actions of my lessee, lessees' guest, employees, or agents.

Owner Signature

Please print name

Date

Per Rules and Regulations for Meridian Condominium Page 11 Paragraph 12