

Shorewood Community Association

NOTICE OF INTENT TO LEASE

BUILDING LETTER _____ UNIT # _____

DATE _____

PROPERTY OWNER NAME _____

This Notice of Intent to Lease and a fully executed copy of the related lease contract must be accompanied by a check in the amount of \$50.00 made payable to the Association and returned to the Association’s Board of Directors, C/O Keys Enterprise, 5505 N. Atlantic Ave., Suite 207, Cocoa Beach, FL 32931.

- **Leases of fewer than one (1) month are prohibited.**
- Use of unit is limited to single-family residency.
- Unit is to be occupied by no more than six (6) persons. Units may not be sub-let.

THIS SECTION TO BE COMPLETED BY LESSOR (OWNER)

In compliance with the Declaration of Covenants and Restrictions of Shorewood Community Association, I (we) hereby serve notice that as owner(s) or Agent of the above referenced unit, I (we) intend to offer said unit for lease in accordance with the attached lease agreement.

Unit is to be leased for the period beginning the _____ day of _____, 20_____ and ending on the _____ day of _____, 20_____

I (we) understand and hereby agree that I (we) am fully responsible for ensuring that my (our) Lessee(s) and their guests abide by the Association’s Declaration of Covenants and Restrictions and Rules and Regulations. I further agree to provide said Lessee(s) with copies of same.

Unless I am notified to the contrary within TEN (10) days from receipt of this completed notice and attachment, I will advise Lessee that the attached lease has been approved.

LESSOR (Print) _____ (Signature) _____ PHONE # _____

Mailing Address for Response: _____

**THIS SECTION TO BE COMPLETED BY LESSEE
(THE BOARD WILL NOT ACCEPT PARTIALLY COMPLETED FORMS)**

I (We) intend to lease unit number _____, for the period beginning on _____ and ending on _____.

In order for you to facilitate consideration of my (our) application for lease of the above designated unit, I (we) are aware that any falsification or misrepresentation of this application will result in automatic rejection of this application, I (we) consent that you may make further inquiry concerning this application..

I (We) understand and will be bound by the Rules and Regulations of the above Association including those applicable to both the Unit and Common Property.

NAME OF LESSEE: (1) (Print) _____ Signature _____ Cell Phone# _____

NAME OF LESSEE: (2) (Print) _____ Signature _____ Cell Phone # _____

YES ___ NO ___ I would like to receive text messages from the community regarding elevator service conditions, amenity closures, storm evacuation information and many other items similar to the above stated.

YES ___ NO ___ I would like the primary lessee to be listed on the gate and building call box entry system.

Shorewood Community Association

THE FOLLOWING PERSON (S), IN ADDITION TO LESSEE(S) WILL OCCUPY THE UNIT:

NAME: _____ RELATIONSHIP: _____
NAME: _____ RELATIONSHIP: _____
NAME: _____ RELATIONSHIP: _____
NAME: _____ RELATIONSHIP: _____

THE FOLLOWING PET (S) WILL OCCUPY THE UNIT:

TYPE: _____ WEIGHT: _____
TYPE: _____ WEIGHT: _____

AUTOMOBILE / VEHICLE INFORMATION:

Vehicles: Decal# _____ Make: _____ Year _____ Model: _____ Tag #: _____ State _____
Decal # _____ Make: _____ Year _____ Model: _____ Tag #: _____ State _____

PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:

NAME & ADDRESS: _____ PHONE: _____

I (We) understand that any violation of the terms, provisions, conditions and covenants of the Association documents provides cause for available immediate action as therein provided or termination of the leasehold under appropriate circumstances.

SIGNED: _____
Lessee

SIGNED: _____
Lessee

Dated this _____ day of _____, 20__

THIS SECTION FOR ASSOCIATION USE ONLY

PROCESSING FEE RECEIVED: Yes No AMOUNT \$ _____

LEASE ATTACHED: Yes No

APPROVED: Yes No DISAPPROVED: Yes No

DATE: _____, 20__.

BY: _____

TITLE: _____

COMMENTS BY THE BOARD OF DIRECTORS: _____
