



**FORTUNE HOUSE**  
CONDOMINIUM

**PROSPECTIVE TENANT APPLICATION FORM**

On behalf of the Board of Directors, the Licensed Community Association Manager and the Staff of Fortune House Condominium, we are pleased to welcome you!!!

Condominium Association Office: 305-374-5959 ext. 105  
Office hours: Monday- Friday 9:00am - 5:00pm  
Email: [administrative@fortunehouse.org](mailto:administrative@fortunehouse.org)  
Security Office: 305-374-5959 ext. 101

**For all screening applications the following must be provided:**

- A fully executed copy of the Lease Agreement (Rental Contract).
- A completed and signed Prospective Tenant Application Form.
- A non-refundable application fee of \$100.00 per applicant.
- A picture ID.

**APPLICATION PROCESS MAY TAKE UP TO 30 DAYS AFTER RECEIVED**

**RULES AND REGULATIONS**

**(Please check each box upon review of the following information)**

- Valet parking is available for guests of the condominium residents for \$10.00 up to 24 hours. This includes only one (1) IN and one (1) OUT Valet Service.
- Fortune House is a residential condominium and units shall not be utilized for commercial purposes.
- Satellite dishes shall not be attached to the building and/or limited common areas/elements.
- Comcast high-definition basic cable, water and sewer, garbage and recycle removal are included in the maintenance fee paid by the unit's owner.
- Residents are required to purchase an access key card or key fob from the Association Office. Key cards are \$75 and key fobs are \$75 (non-refundable). Transponders for Resident Garage Access are \$75. (non-refundable)
- Residents have the responsibility to maintain their access key card and/or key fob at all times when entering the building, their unit, and all common areas. For security reasons, the security department has been instructed NOT to open the garage gate or elevators for frequent abusers of this rule.
- Lock-Out Services for registered tenants carry a fee of \$35 per instance. Contact the security office.
- All vehicles parked in our garage must be registered and the parking transponder purchased at the Association Office for \$75. All vehicles that do not have a parking transponder or are not registered will be towed away at owners' expense (non-refundable and non-transferable). Access to the garage will NOT be granted by any other means.
- Each unit has an assigned parking space. Only owners and tenants are permitted to enter the parking garage. Contact security to report violations.

**Initials:** \_\_\_\_\_



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**(Please check each box upon review of the following information)**

- If available, additional parking space may be leased. Please contact the Association Office.
- A regular parking space can be swapped with a handicap parking space, if a tenant needs special accommodation.
- If a private company is used to do any of the following: move in/out, repairs, furniture and/or appliance delivery; the company must provide the necessary documents such as Certificate of Liability Insurance, Workers Compensation Insurance, Company Business License, and technician(s) picture ID **before** the scheduled service. Residents must reserve the service elevator in advance by providing a \$1,000 refundable damage deposit.
- Any move in/move out, service repairs or deliveries are permitted Monday-Friday between the hours of **9:00am - 5:00pm**, excluding Holidays.
- The Club Room and BBQ Area are available by reservation only with a required refundable security deposit:
  - Club Room: \$1,000
  - BBQ Area: \$500
- The Fitness Room is open from 6:00am - 12:00am.
- Pool hours are from Sunrise - Sunset.
- Proper attire is required when using the fitness room and pool area.
- Glassware is NOT permitted in the fitness room or pool area.
- Garbage must be placed in the trash chute located on each floor. Recycling containers are available in each trash chute room.
- Only patio furniture is permitted on balconies and shall be removed if weather required.
- Realtor lockboxes are not permitted in the building.
- No floor mats or door decorations are allowed outside the unit.
- Listing agents shall provide an Exclusive Right to Lease Agreement with a copy of the realtor's license and a picture ID.
- Guests staying in the unit for more than thirty (30) days are considered tenants and must come to the Association Office to complete the screening application form.
- Bicycles shall be registered and parked in the designated bicycle storage, located on the 5th floor of garage.

I acknowledge that I have read and understood the rules and regulations of Fortune House Condominium and I agree to abide by them.

**Initials:** \_\_\_\_\_



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**TENANT INFORMATION**

Unit#: \_\_\_\_\_

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Alternative Email: \_\_\_\_\_

Parking Space: \_\_\_\_\_ Decal: \_\_\_\_\_

**Emergency Contact Information:**

Name: \_\_\_\_\_ Phone#: \_\_\_\_\_ Relationship: \_\_\_\_\_

**AUTOMOBILE INFORMATION:**

|        |        |
|--------|--------|
| Make:  | Model: |
| Color: | Year:  |
| Tag#:  |        |

Pet: \_\_\_\_\_ Yes \_\_\_\_\_ No | Bicycle: \_\_\_\_\_ Yes \_\_\_\_\_ No

By signing this form, you agree that you have read and accepted our terms:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**FORTUNE HOUSE**  
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**Short Term Rental – A Policy Violation**

January 11, 2017

Dear Owners and Tenants,

Please be abundantly aware that Fortune House Condominium Association's governing documents do not permit short-term rentals of a condominium unit **unless operated and managed by Fortune House Hotel**. Any advertisement of Fortune House condo listed on a short-term rental site, such as Airbnb, Vacation Rentals by Owner (VRBO), etc., is in gross violation of the community's Bylaws (Declaration Section 17.1 (a) and Section 25 (a) as well as the Association's rules regarding leasing.

If it is determined that a unit is or has been rented, leased or otherwise occupied in violation of these guidelines, a fine of up to \$1,000.00 per violation will be levied against the unit pursuant to Florida Statute 718.

Thank you for your cooperation.

Sincerely,

The Board of Directors  
Fortune House Condominium

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



FORTUNE HOUSE  
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**CONSENT TO OBTAIN CONSUMER REPORT ON SUBSCRIBER**

**Fortune House Condominium Association Inc.**

I understand that you may obtain consumer reports that relate to my credit and/or criminal history. This information will, in whole or in part, be obtained from AISS, a Sterling Infosystems Company, 6111 Oak Tree Blvd, 4<sup>th</sup> floor, Independence, OH 44131, telephone 800.853.3228. I understand that you may be requesting information from various federal, state, and other agencies or institutions, which maintain public and non-public records concerning my past activities relating to my credit and/or criminal history. This information will be reviewed by the Association and may be reviewed by a unit owner if it's a rental.

I authorize, without reservation, any party, institution, or agency contacted by AISS to furnish the above-mentioned information:

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Applicant Name                      Date of Birth\*                      Social Security Number  
**\*Date of Birth is requested in order to obtain accurate retrieval of records.**                      **If International, please provide Passport Number**

\_\_\_\_\_  
Co-Applicants Name                      Date of Birth                      Social Security Number  
**If International, please provide Passport Number**

\_\_\_\_\_  
Alias/Previous Name(s)

\_\_\_\_\_  
Current Physical Address                      City & State                      Zip code

**California, Minnesota & Oklahoma Applicants Only:** Please check here to have a copy of your consumer report sent directly to you.

**Notice to CALIFORNIA Applicants**

Under Section 1786.22 of the California Civil Code, you have the right to request from AISS, upon proper identification, the nature and substance of all information in its files on you, including the sources of information, and the recipients of any reports on you, which AISS has previously furnished within the two-year period preceding your request. You may view the file maintained on you by AISS during normal business hours. You may also obtain a copy of this file upon submitting proper identification and paying the costs of duplication services. Upon making a written request, you may receive a summary of your report via telephone.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Co-Applicant  
SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



**FORTUNE HOUSE**  
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**PET POLICY AND REGISTRATION FORM**

- If a tenant would like to register a pet, the unit's owner **must** sign a Consent Form (next page).
- Tenants must also submit a **one-time \$500 pet fee** to the Association.
- The Association allows **only** one (1) domestic pet under 35 pounds (fully grown) per unit.
- A picture of your pet must be submitted along with their vaccination records at the time of registration.
- Pets must be transported **only** through the **service elevator** and not be allowed in any common area.  
Pets cannot be left on balconies unattended.
- Pets must not become a nuisance to neighbors and must always be transported and/or walked with a leash.
- If needed by the Association Management, upon reasonable request, pets shall be temporarily removed from the unit for purposes such as, but not limited to, emergency maintenance repair and extermination services.
- No pets may be kept, bred or maintained for any commercial purpose.

Tenant's Name: \_\_\_\_\_

Unit#: \_\_\_\_\_

Pet Name: \_\_\_\_\_

Pet Breed: \_\_\_\_\_

Pet Weight: \_\_\_\_\_

Coat Color: \_\_\_\_\_

Last Rabies Vaccination Date: \_\_\_\_\_

County Tag Number: \_\_\_\_\_

I acknowledge that I have read and understood the Pet Rules and Regulations of Fortune House Condominium and I agree to abide by them.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**FORTUNE HOUSE**

(All applicants must sign and date this form even if there are no pets being registered)  
(Note that all pages from the application forms are kept for administration records)

**PET REGISTRATION OWNER'S CONSENT.**

I \_\_\_\_\_, Owner of Unit \_\_\_\_\_,  
hereby acknowledge my awareness and allow my tenant(s), \_\_\_\_\_,  
to have a pet in my unit in accordance with the Pet's Rules and Regulations of the Condominium  
Association.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**FORTUNE HOUSE**  
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**BICYCLE REGISTRATION FORM**

Fortune House Condominium is **NOT** responsible for any damages or theft.

Unit#: \_\_\_\_\_

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**PICTURE OF YOUR BICYCLE MUST BE SUBMITTED AT THE TIME OF  
REGISTRATION**

**Bicycle #1**

Make: \_\_\_\_\_

Model: \_\_\_\_\_

Color: \_\_\_\_\_

Year: \_\_\_\_\_

Serial #: \_\_\_\_\_

Decal: \_\_\_\_\_

(Association use only)

**Bicycle #2**

Make: \_\_\_\_\_

Model: \_\_\_\_\_

Color: \_\_\_\_\_

Year: \_\_\_\_\_

Serial #: \_\_\_\_\_

Decal: \_\_\_\_\_

(Association use only)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

(All applicants must sign and date this form even if there are no bicycles being registered)  
(Note that all pages from the application forms are kept for administration records)