

**YOU ARE ONE
STEP CLOSER TO
YOUR DREAM HOME**



Villa Borghese HOA

- BEFORE YOU BEGIN -

Step 1

(Before you begin, note that a valid major credit card is required)



1) Visit: www.tenantev.com



2) Enter Code: 7377



3) Ready: Begin your online application!

Step 2

(Please allow 15-20 minutes for the completion of this step)



4) **Sign:** After step 1, you will have the option to complete your online application now or complete later. If you chose to complete later, you will receive an email with the link to access your online application at any time. If applicable, once you have completed and signed all the forms, your co-applicant will receive a separate email to complete their signatures.



5) **Upload:** After step 1 we will be sending you, and your co-applicant (if applicable) an email with the link to upload the required documents to complete your application.

Customer Support: (305) 692-7900

Identity Theft:

You can be charged with identity theft if you enter another person's name or social security number, or any other information other than your own on an application. Conviction for identity theft carries with it some potentially hefty penalties. In fact, the Identity Theft Penalty Enhancement Act signed into legislation in 2004 established identity theft as a federal crime. The law sets the penalty for identity theft at up to 15 years in prison and paying as much as \$250,000 in fines.



Villa Borghese HOA

6750 Via Villa Borghese, Delray Beach, FL 33446 (561) 865-9250

RENTAL and RESALE APPLICATION

The following money and information MUST be received PRIOR to Board of Directors approval.

All Homeowners MUST be current in the payment of their HOA fees prior to renting the home and all violations (if any) must be cured before renters/buyers can be approved. The Board also requires that the owner RENTING their unit provide a refundable security deposit of \$500.00 made payable to Villa Borghese HOA, Inc.

Online Applications must be submitted 30 days prior to the actual lease or purchase. If the application is deemed incomplete and all requested additional information are not received at least five (5) days prior to the lease commencement date or renewal date, the application will be denied and in the case of a renewal, the gate entry tags will be deactivated.

A mandatory Criminal, Income Verification and Credit background check of all tenants must be conducted by Tenant Evaluation via online process. The non-refundable application fee of \$250 will cover the cost for Background Check for each occupant in household.

The following items will be required to upload for the online rental or purchase application:

- A CLEAR copy of a signed lease/contract agreement between all parties
- Uniform Lease/contract Exhibit signed by all owner(s) and tenants(s)
- Copy of the applicant's driver's license (ENLARGED & LIGHTENED).
- Pet Photo (If applicable)
- Pet Vaccination Form (If applicable)
- All persons named on the lease MUST provide photo ID and all occupants living in the house must be included on the lease and application including pets.

If it is uncovered at anytime during the duration of this agreement that false information has been provided to the HOA (number of occupants, number or type of animals, violations of the Homeowners rules and regulations during this agreement, withholding past criminal history information of renters, etc.) the renter will forfeit any and all monies that have been forwarded to the HOA.

For resale - Please contact CASTLE GROUP FOR ESTOPPEL LETTER @ 954-792-6000 WWW.CASTLEGROUP.COM and under Castle Services select Estoppel Request. Please register by "clicking" on the [Register] prompt in the top right hand corner of the screen. Note: At the time of closing the buyer is to contribute 2 months of maintenance for Capital Contribution.

The Board of Directors may take up to 30 days to approve all Rental/Resale Applications. LEASES ARE A **MAXIMUM** OF ONE YEAR ONLY.

Approval of the application is contingent upon the Board's review and approval of all the documents.