

Trieste at Boca Raton Master Association, Inc.

c/o Lang Management Company, Inc. 790 Park of Commerce Blvd., Ste. 200, Boca Raton, FL 33487

Office: 561-750-8800

Prior to occupancy, the prospective PURCHASER or TENANT must be approved by the Board of Directors of the Association. An in-person interview may be scheduled. Such interview is conducted once per month, on the same evening as the HOA Board meeting, and will be conducted with the Board of Directors of the Association. You must allow thirty (30) business days after receipt of the completed application & background check for Board approval. The applicants will be notified of the time, place and interview by Trieste Board of Directors. Under no circumstances shall the prospective PURCHASER/TENANT move into a unit until written approval by the Board of Directors has been obtained.

Application Required for Sales & Leasing.

Fees are non-refundable.

Application Fee (If married, only one fee. If not married, per person fee.)

Payable to Trieste at Boca Raton Master Association, Inc.: \$ 150.00

***For Leases Only: Security Deposit from Owner**

Payable to Trieste at Boca Raton Master Association, Inc.: \$ 1,500.00

****Background Check Fee (Per person over the age of 18)**

Payable to Trieste at Boca Raton Master Association, Inc.: \$ 60.00

Lang Processing Fee – Payable to Lang Management: \$ 100.00

Expedite Fee (For Lang to process within 7 days): \$ 100.00

*For a Lease, a check made payable to Trieste Boca Raton Master Association, Inc. in the amount of \$1,500.00 as a Security Deposit from the Owner. This is a refundable deposit if no damage has been done to the property. The refund will be sent to the person who provided the check, no exceptions.

****If the applicant(s) are from outside the United States, please call Lang Management Company at (561) 750-8800 for a Background Check Fee amount. Searches take 11-22 days on average so plan your lead time accordingly. Copies of Visa, Passport, or other country specific documents are required.**

Maintenance Assessments must be current up to the time of lease or purchase.

Minimum Rental/Lease Time	Twelve (12) months
Maximum Rentals/Leases	One (1) in a twelve (12) month period
No rental/lease in first year.	
No sub-leasing at any time for Lessees.	
HOA Required	Yes
Interview Required	Yes

No pets allowed for renters.

No commercial vehicles, boats, trailers, RV's, motor homes, motorcycles, etc., are permitted on the premises.

Trieste uses their own application with rules and regulations agreement.

All persons 18 years and older must complete an application, even if not a Lessee.

Must own unit for 1 year before you can lease. Lease must be for 12 months, 1 lease per year.

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INSTRUCTIONS FOR LEASE AND PURCHASE APPLICATION FORM

1. Fill out the Property Owner Information form in full. Unmarried/unrelated residents will need to submit separate applications and fees. **Please do not leave any spaces blank.**
2. A fully executed copy of the lease/sale agreement must accompany the application.
3. The Notice of Intent to lease/sell must be completed and returned by the current owner.
4. A copy of the Drivers' License(s) of all residents that will be residing in the unit must accompany the application.
5. Applications with a delinquent account balance must be brought and kept current or the application will be returned incomplete and denied.
6. A lease **is not** effective nor may the unit be occupied by the respective lessee(s) without the prior written approval by the Board of Directors of the Association.
7. The approval of any proposed lease is subject to the discretion of the Board of Directors of Trieste at Boca Raton Master Association, Inc. The Board of Directors has the right to reject any lease application for any reason. Paperwork must be received ten (10) business days prior to Board of Directors meeting.
8. No unit may be leased out more than one (1) time per year; each lease must be a minimum of twelve (12) months and must comply with the Trieste at Boca Raton Master Association, Inc. Documents. Renewals and lease terms can only begin twelve (12) months after original lease term. No unit can be leased second time in less than twelve (12) months.
9. Any changes in a lease that are made after the lease approval must be approved by the Trieste Board of Directors.
10. Owners are to ensure that their tenants are familiar with the governing Rules and Regulations.
11. Owners are responsible for providing the tenants with access control devices or submit in writing that the tenant will be purchasing the devices.
12. A check payable to Trieste at Boca Raton Master Association, Inc. in the amount of \$150.00 for the Application Fee (If married, only one fee. If not married, per person fee.) must accompany application.
13. A check payable to Trieste at Boca Raton Master Association, Inc. in the amount of \$60.00 for the Background Check Fee (Per person over the age of 18) must accompany application. If the applicant(s) are from outside the United States, please call Lang Management Company at (561) 750-8800 for a Background Check Fee amount. Searches take 11-22 business days on average so plan your lead time accordingly. Copies of Visa, Passport, or other country specific documents are required.
14. A check payable to Lang Management for Processing and Expedite fees.
15. All lease renewals and extensions must be for a period of no less than twelve (12) months and are subject to BOD approval.

Application will NOT be processed without the required fees.

INCOMPLETE APPLICATIONS WILL CREATE UNNECESSARY DELAYS.

Submit the entire package including contract and checks to:

LANG MANAGEMENT COMPANY
790 Park of Commerce Blvd., Suite 200
Boca Raton, FL 33487

Should you have any questions, please contact Lang Management at (561) 750-8800.

The Board of Directors
Trieste at Boca Raton Master Association, Inc.

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Application for Sales/Leases

1. This application must be completed in detail by the proposed buyer or lessee and returned to:

Lang Management Company Inc.
790 Park of Commerce Blvd., Suite 200
Boca Raton, FL 33487

2. Please note that if any question is not answered or is left blank, this application may be returned unprocessed and unapproved.
3. Please attach a copy of either a signed purchase agreement or a signed lease agreement. The lease, if applicable, shall list the names of all persons who will occupy the residence.
4. The applicant(s) agree to abide by the governing documents and all rules and regulations for Trieste at Boca Raton Master Association, Inc.
5. A maximum of two (2) dogs are allowed for **owners only**. No weight limit.
6. **No** commercial vehicles, trucks, boats, trailers, motor homes, campers, recreational vehicles, etc. are permitted to park on the premises.
7. Application fee: Please attach a check in the amount of \$150.00 payable to Trieste at Boca Raton Master Association, Inc. with the application.
8. Additionally, there is a charge of \$60.00 per person, over the age of eighteen (18) for a background check, also payable to Trieste at Boca Raton Master Association, Inc. and must be included with all applications.
9. If you are a purchaser, you will be required to pay Trieste at Boca Raton HOA, a capital contribution equal to the current quarterly assessment.
10. If you are a purchaser, you may not rent/lease in the first (1) year of ownership.
11. An in-person interview may be scheduled. Occupancy prior to approval is prohibited. Such interview is conducted once a month, on the same evening as the HOA Board meeting and will be conducted with the Board of Directors.

Prior to occupancy, the prospective purchaser or tenant must be approved by the Board of Directors of the Association. An in-person interview may be scheduled. Such interview is conducted once per month, on the same evening as the HOA Board meeting. Meetings are conducted the 4th Wednesday of the month and interview will be conducted by the BOD. You must allow thirty (30) business days after receipt of the completed application & interview for Board approval. The applicants will be notified of the time and place of the interview. Under no circumstances shall the prospective purchaser/tenant move into a unit until written approval by the Board of Directors has been obtained.



Administrative Application Form
For Purchases & Leases

PLEASE PRINT

DATE: _____

COMMUNITY NAME: _____

PROPERTY ADDRESS: _____

CITY, STATE, ZIP: _____

PURCHASE: _____ ESTIMATED DATE OF CLOSING: _____

LEASE: _____ ESTIMATED DATE OF LEASE COMMENCEMENT: _____

1st APPLICANT'S NAME: _____

CELL #: _____

EMAIL: _____

2nd APPLICANT'S NAME: _____

CELL #: _____

EMAIL: _____

Trieste at Boca Raton Master Association, Inc.

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NOTICE OF INTENT TO LEASE/PURCHASE

I/We do hereby notify Trieste at Boca Raton Master Association, Inc. of the intent to lease/purchase the unit as follows:

UNIT ADDRESS: _____

CURRENT OWNER: _____

CURRENT OWNER PHONE NUMBER: _____

CURRENT OWNER EMAIL: _____

PROSPECTIVE TENANT/PURCHASER(S): _____

PROSPECTIVE OCCUPANTS E-MAIL: (1) _____

PROSPECTIVE OCCUPANTS E-MAIL: (2) _____

OTHER PERSONS WHO WILL OCCUPY THE UNIT:

(All licensed drivers must provide a copy of their Driver's License)

NAME	AGE	RELATIONSHIP TO RESIDENT
_____	_____	_____
_____	_____	_____
_____	_____	_____

LEASE PERIOD/CLOSING DATE: START DATE: _____ END DATE: _____

CURRENT OWNER'S SIGNATURE:

_____ DATE: _____

_____ DATE: _____

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TENANT/PURCHASER APPLICATION FORM

Note: In order for Lang Management Company, Inc. to have complete and updated resident information, all applications must include the following information for the prospective buyer/tenant(s).

Date: _____

Please print information for the prospective tenant/purchaser:

Applicant Name: _____

Employer Name, Address, Telephone: _____

Spouse: _____

Employer Name, Address, Telephone: _____

Property Address: _____

Other Occupants: Name: _____ Age: _____ Relationship: _____

Name: _____ Age: _____ Relationship: _____

Home Phone: _____ Work Phone: _____

Second Address: _____ (if applicable)

Telephone Number: _____

E-Mail Address: _____

Emergency Contact:

Name: _____ Phone Number: _____

List all Vehicles:

Make	Model	Year	Color	License Plate #	State
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

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Type of Pet(s), Number of Pet(s), Breed of Pet(s), (write NONE if no pets):

REFERENCES:

1. Name and Phone Number: _____

Complete Address: _____

2. Name and Phone Number: _____

Complete Address: _____

3. Name and Phone Number: _____

Complete Address: _____

I/we represent that the above information is factual and true and I/we are aware that any falsification or misrepresentation of the facts in this application will result in automatic rejection of this application. I/we consent to further inquiry concerning this application. I/we have received a complete set of community documents and rules from the Seller/Leaser. I /we have read and agree to abide by same.

Lessee/Purchaser Signature

Date

Lessee/Purchaser Signature

Date

Current Owner or Realtor name, phone number, e-mail and address to mail Original Certificate of Approval.

APPLICATION FOR SALE/LEASE APPROVAL

1. In making the foregoing application, I represent to the Board of Directors that the purpose for the purchase/leasing of a home in TRIESTE AT BOCA RATON is as follows:

Annual Residence _____ Seasonal Residence _____ Other (Explain) _____

2. I hereby agree for myself and on behalf of all persons who may use the unit which I seek to Purchase/Lease:

- a. I will abide by all of the restrictions contained in the By-Laws and Rules and Regulations, and restrictions which are or may in the future be imposed by TRIESTE AT BOCA RATON. Initial _____

- b. I understand that any violation of the terms, provisions, conditions, and covenants of TRIESTE AT BOCA RATON documents provides cause for immediate action as therein provided or termination of the leasehold under appropriate circumstances. Initial _____

- c. I have received a copy of the Rules & Regulations of TRIESTE AT BOCA RATON. Initial _____

- d. I fully understand that NO PARKING OF PICKUP TRUCKS AND/OR COMMERCIAL VEHICLES ARE PERMITTED.

Initial _____

3. I understand that acceptance for occupancy of a home in TRIESTE AT BOCA RATON is conditioned upon the truth and accuracy of this application and upon the approval of the Board of Directors. Occupancy prior to approval is prohibited. Any misrepresentation or falsification of information of this application will result in automatic rejection of this application. Initial _____

4. IN THE EVENT THIS IS A PURCHASE TRANSACTION, I understand that I will not be eligible to lease the unit to any potential tenant, for a period of one year from the date of the purchase. Initial _____

5. I understand that I will be advised by TRIESTE AT BOCA RATON within 30 days from the date of receipt of completed application and copy of sale/ lease for acceptance or denial of this application. Initial _____

6. I understand that the Board of Directors of TRIESTE AT BOCA RATON may cause to be instituted an investigation of my background as the Board may deem necessary. Accordingly, I specifically authorize the Board of Directors or their agents to make such investigation and agree that the information contained in this and the attached application may be used in such investigation, and that the Board of Directors of TRIESTE AT BOCA RATON and their agents shall be held harmless from any action or claim by me in connection with the use of the information contained herein or any investigation conducted by the Board of Directors. Initial _____

7. Maintenance assessments must be current up to the time of rental or purchase. If early approval is desired, prepayment of assessments is necessary. Initial _____

In making the foregoing application, I am aware that the decision of TRIESTE AT BOCA RATON will be final. I agree to be governed by the determination of the Board of Directors.

APPLICANT _____ APPLICANT _____

Trieste at Boca Raton Master Association, Inc.

c/o Lang Management Company, Inc. 790 Park of Commerce Blvd. Suite 200, Boca Raton, FL 33487
Tel: (561) 750-8800 Customer Service: (561) 750-1477

MOVE IN OR OUT INFORMATION FORM

*******MOVING TRUCKS AND OR VANS WILL NOT BE ALLOWED ACCESS
WITHOUT PRE-APPROVAL WHICH MUST BE OBTAINED AT LEAST
72 HOURS IN ADVANCE FROM MOVING DATE*******

NAME: _____

ADDRESS: _____

CELL PHONE NUMBER: _____

DATE OF MOVE: _____

TYPE OF MOVING TRUCK: _____

NAME OF MOVING COMPANY: _____

COMMENTS: _____

Moving hours are from 8:00 a.m. to 6:00 p.m. Monday through Saturday, no moving allowed on Sunday.
Please note that when moving in or moving out all trucks and or vans must be out of the community by 6:00
p.m.

Received by Lang: _____ Approved: _____ or Denied _____

Authorized Lang Representative: _____

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BACKGROUND CHECK - RELEASE AUTHORIZATION

I hereby authorize your company or any agent of your company, to contact any of my references, previous employers, companies, credit bureaus, corporations, law enforcement agencies, persons and educational institutions to supply any information concerning my background and criminal History. I also hereby release any of the above from liability and responsibility arising from their doing so. Applicant acknowledges that false information herein may constitute grounds for rejection of this application, termination of right of occupancy and/or forfeiture of deposit and may constitute a criminal offense under the laws of this state. I believe to the best of my knowledge that all information I have provided is accurate and that I fully understand the terms of this release.

Photocopies of this authorization form may be made to facilitate multiple inquiries. In the event you do receive a photocopy of this authorization, it should be treated as an original and the requested information should be release to facilitate my/our application for residency.

Applicant Name: _____

Street Address: _____

City/State/Zip: _____

Social Security #: _____ Date of Birth: _____

Race: _____ Sex: _____

Applicant Signature: _____ Date: _____

Co-Applicant Name: _____

Street Address: _____

City/State/Zip: _____

Social Security #: _____ Date of Birth: _____

Race: _____ Sex: _____

Co-Applicant Signature: _____ Date: _____

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BACKGROUND CHECK - RELEASE AUTHORIZATION

I hereby authorize your company or any agent of your company, to contact any of my references, previous employers, companies, credit bureaus, corporations, law enforcement agencies, persons and educational institutions to supply any information concerning my background and criminal history. I also hereby release any of the above from liability and responsibility arising from their doing so. Applicant acknowledges that false information herein may constitute grounds for rejection of this application, termination of right of occupancy and/or forfeiture of deposit and may constitute a criminal offense under the laws of this state. I believe to the best of my knowledge that all information I have provided is accurate and that I fully understand the terms of this release.

Photocopies of this authorization form may be made to facilitate multiple inquiries. In the event you do receive a photocopy of this authorization, it should be treated as an original and the requested information should be release to facilitate my/our application for residency.

Applicant Name: _____

Street Address: _____

City/State/Zip: _____

Social Security #: _____ Date of Birth: _____ Sex: _____

Applicant Signature: _____ Date: _____

Co-Applicant Name: _____

Street Address: _____

City/State/Zip: _____

Social Security #: _____ Date of Birth: _____ Sex: _____

Co-Applicant Signature: _____ Date: _____



NATIONAL TENANT NETWORK

THE NATION'S PREMIER SCREENING COMPANY
TELEPHONE 1.800.330.2930 or FAX 1.800.368.1241

SUBSCRIBER NAME: _____

ACCESS NUMBER: _____ PHONE NUMBER: _____

FAX THIS REPORT BACK TO: _____

REQUESTING AGENT (PRINT NAME): _____

CHECK THE DESIRED REPORTS BELOW:

- ☐ Scored Credit Report
- ☐ Eviction/Tenant Performance
- ☐ Nationwide Criminal/Sex offender search
- ☐ Credit & Eviction (SSP)
- ☒ Credit & Eviction & Criminal (PSP)
- ☐ Canadian Credit
- ☐ Canadian Criminal
- ☐ Decision Point

Monthly Income: _____

Monthly Rent: _____

APPLICANT (PRINT NAME)

SOCIAL SECURITY # DATE OF BIRTH.....

CURRENT ADDRESS

CITY STATE ZIP CODE

PLEASE CAREFULLY FILL IN ALL OF THE ABOVE INFORMATION. I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT AND COMPLETE AND HEREBY AUTHORIZE YOU TO MAKE ANY INQUIRIES YOU FEEL NECESSARY TO EVALUATE MY TENANCY. IF I RENT THE UNIT, I UNDERSTAND THAT THE INFORMATION GATHERED ON AND FROM THIS FORM AND THE RENTAL AGREEMENT MAY BE MAINTAINED BY MANAGEMENT AND NATIONAL TENANT NETWORK FOR UP TO FIVE (5) YEARS AFTER I VACATE THE PREMISES.

APPLICANT'S SIGNATURE _____ DATE _____

LANG MANAGEMENT COMPANY, INC. - 790 Park of Commerce Blvd., Ste. 200, Boca Raton, FL 33487
Tel. (561) 750-8800



NATIONAL TENANT NETWORK

THE NATION'S PREMIER SCREENING COMPANY
TELEPHONE 1.800.330.2930 or FAX 1.800.368.1241

SUBSCRIBER NAME: _____

ACCESS NUMBER: _____ PHONE NUMBER: _____

FAX THIS REPORT BACK TO: _____

REQUESTING AGENT (PRINT NAME): _____

CHECK THE DESIRED REPORTS BELOW:

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- ☐ () Eviction/Tenant Performance
- ☐ () Nationwide Criminal/Sex offender search
- ☐ () Credit & Eviction (SSP)
- ☒ (X) Credit & Eviction & Criminal (PSP)
- ☐ () Canadian Credit
- ☐ () Canadian Criminal
- ☐ () Decision Point

Monthly Income: _____

Monthly Rent: _____

APPLICANT (PRINT NAME)

SOCIAL SECURITY # DATE OF BIRTH.....

CURRENT ADDRESS

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PLEASE CAREFULLY FILL IN ALL OF THE ABOVE INFORMATION. I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT AND COMPLETE AND HEREBY AUTHORIZE YOU TO MAKE ANY INQUIRIES YOU FEEL NECESSARY TO EVALUATE MY TENANCY. IF I RENT THE UNIT, I UNDERSTAND THAT THE INFORMATION GATHERED ON AND FROM THIS FORM AND THE RENTAL AGREEMENT MAY BE MAINTAINED BY MANAGEMENT AND NATIONAL TENANT NETWORK FOR UP TO FIVE (5) YEARS AFTER I VACATE THE PREMISES.

APPLICANT'S SIGNATURE _____ DATE _____

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Tel. (561) 750-8800

Lang Management Company, Inc.
790 Park of Commerce Blvd., Ste. 200
Boca Raton, FL 33487 Office: 561-750-8800

Expedite Fee

The undersigned _____ (print name) acknowledges that by submitting a separate check payable to Lang Management for an expedite fee in the amount of \$100 (one hundred dollars), together with a **COMPLETED** application for _____ (print Association name), does not guarantee the effective date for closing or lease.

The credit check/background check will be completed by Lang Management within seven (7) business days of receipt of all pertinent fees and completed application.

Signature

Date

Circle below, who has signed this acknowledgement.

Lessee

Lessor

Agent for Lessee

Agent for Lessor

Buyer

Seller

Agent for Buyer

Agent for Seller

~IMPORTANT NOTICE~
PLEASE READ CAREFULLY

- **THE ENCLOSED APPLICATION MUST BE COMPLETELY FILLED OUT IN ORDER FOR IT TO BE PROCESSED.**
- **THE ENTIRE PACKAGE WILL BE RETURNED IF ANY INFORMATION IS MISSING WHICH WILL RESULT IN A DELAY IN APPROVAL.**

The Board of Directors of your association is responsible for the approval or disapproval of all applications.

As the association's agent, Lang Management is responsible for processing this application.