

Leases

CMO of Hunters Run

3700 Clubhouse Lane, Boynton Beach, FL 33436

- Please submit a “CMO Rental Check Sheet” with **every** application.
- **All the paperwork must be in before the 20 day application process begins.**
- If an account has a balance the homeowner must bring the account current. **We will not process the lease unless the balance is \$0.**

CMO RENTAL CHECK SHEET

Please complete this Check Sheet and attach it to the application package.

Make sure all necessary steps are taken and all items are accepted.

RENTAL OF: _____ (Unit #/ Association)

Between: _____ Owner _____ Renter

Real Estate Agent: _____ or Private from Unit Owner _____

Date Received: _____ By: _____

Rental Dates: _____ through _____ (must be 20 days prior to start)

- Application & contract are clear and legible- names, addresses, phone numbers (including renter's current address).
- Check for \$100, made payable to CMO, for paperwork processing accompanies submission.
- Two references submitted with names, addresses, phone numbers. Bank info is no longer required.
- Number 8 is signed on application. Numbers are different on older forms.
- Application has been signed & dated by both parties at the bottom and signatures are legible.

Background Checks:

For Bristol, Cambridge I, Eastgate I, Eastgate II, Essex, Estates, Glens East, Glens West, Hampshire, Northwoods I, Northwoods II, Southport, Stratford, Villas of Hampshire, Villas of Northwoods, Westgate, Windsor, and Woods background checks are required, so take these steps:

- \$25 per person. Separate check payable to CMO
- Background check screening request & disclosure forms completed and submitted

APPLICATION FOR LEASE OF UNIT # _____

IN _____ AT HUNTERS RUN CONDOMINIUM ASSOCIATION, INC.
(Association)

Unit Owner's Name and Address: _____

Phone Number(s) _____ (home) _____ (cell)

Unit Owner Requests Approval to Lease Unit # _____

To (Lessee's Name and Address):

Phone Number(s) _____ (home) _____ (cell)

E-Mail Address: _____ (or) No Email Address

For a Period Commencing _____ and Ending _____

Are you a servicemember (Includes all members of the US Armed Forces on active duty or State active duty and all members of the Florida National Guard and US Reserve Forces.)? YES NO
(If yes, provide documentation).

1. This Unit will be occupied by the Following Family Members of the Lessee. Please include ages of any children expected to reside.

2. Type of Business or Employment of Lessee: _____

3. ' Submit at least two (2) personal references

Please use local references if possible. Include addresses and phone numbers for each.

Personal: Include address & phone #

4. A copy of the Rental Agreement must accompany this application, together with a **non-refundable** check for \$100.00 made payable to POD Management, Inc. (D/B/A C.M.O. of Hunters Run), 3700 Clubhouse Lane, Boynton Beach, FL 33436.

5. SOME ASSOCIATIONS REQUIRE BACKGROUND CHECKS. THE FEE IS \$25 PER PERSON. Please make **separate** check payable to POD Management, Inc. (D/B/A CMO of Hunters Run)
Please check with your realtor or the CMO office for this information and the necessary forms will be provided to you.

6. A full 20 days must be allowed for association approval, starting with the date the completed application, contract and processing fee is received in the Management Office.

7. A personal interview of the prospective lessee (s) may be required prior to any Board consideration of this application.

8. Do you have a pet or pets? YES _____ NO _____ If YES: Are you aware of the regulations that your dog or cat must weigh under 25 lbs? YES _____ NO _____ Sign to Agree: _____

9. By signing this application, all parties affirm that they have read the Declaration of Condominium, the By-Laws, the Articles of Incorporations and the Rules and Regulations concerning residency in _____ at Hunters Run Condominium Association, Inc. and agree to abide by them. Owners, Lessees and their guests further agree that approval of this application is based upon the agreement of all parties to abide by these rules and regulations, now in effect or which may hereafter be made, and failure to do so will result in such action as may be deemed necessary by the Board of Directors.

Date: _____ By: _____,
Owner (s)

Date: _____ By: _____,
Lessee (s)

Board Approval _____ (Initials)

Lease-form (Revised 08/22/17)