

# SNUG HARBOR LAKES CONDOMINIUM ASSOCIATION, INC

A Not-for-Profit Corporation  
"55+" Community

7645 Kyak Court  
Micco, Florida, 32976

Tel. (772) 663-5832  
Email:kyakcourt7645@att.net

## FOR CONDO OWNERS – REVIEW AND SIGN FOR RENTAL OF UNIT

1. You must pick up a **RENTAL APPLICATION FORM** from the office or on line at Snugharbor1.com.
2. The application (w/all required paperwork) must be filed with the office 30 days prior to the date the tenant will arrive.
3. You must pay a \$75.00 processing fee.
4. The tenant must have an interview in person or by phone and be approved by the Condo Board. **REMEMBER TO PROVIDE A PHONE NUMBER FOR THE TENANT SO THE INTERVIEW CAN BE COMPLETED BY TELEPHONE IF THEY ARE NOT AVAILABLE IN PERSON. TELEPHONE INTERVIEW DOES NOT EXCUSE THE COMPLETION OF THIS FORM.** These forms must be sent to the office prior to a phone interview.
5. All rentals must be for three months or longer. This means the tenant must have a contract to rent for no less than three months.
6. If the tenant has animals, only dogs weighing up to 20 pounds are acceptable. Tenant must provide proof of rabies inoculation and a current dog registration from their permanent city and state that they reside. A cat must also have proof of rabies inoculation and registration if such registration is required in the tenant's permanent city and state.
7. Tenants **MAY NOT** move into your unit until you have received approval from the Condo Board.
8. Failure to comply with the documents and rules of the community regarding rentals may result in a fine being imposed on the unit owner.
9. Owners who do not live in Snug Harbor and who are renting their unit must **RELINQUISH THEIR RIGHTS TO THEIR RENTERS FOR ALL AMENITIES** (pool, clubhouse, pool table games, horseshoes, shuffle board and other privileged equipment). Reference: Florida State Statutes 718.106.4.
10. Unit owners must turn in their green residential passes (red also if owner has) to the office once their unit is rented. Green and Red passes will be held in the owners file during all rental contracts.
11. Renters (Tenants) must be provided with the appropriate colored passes before they can use the amenities provided by the associations. Rental passes required a \$5.00 cash deposit, which will be reimbursed when the rental expires and passes are returned to the office.

The above rules/regulations are in compliance with the Condo Documents and Rules, and Florida State Statutes

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Signature of Owner

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Signature of Owner

Revised 6/15/15,10/21/21  
5/19/22

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**APPLICATION FOR LEASE/RENTAL APPROVAL**

1. Unit owners (Landlords) leasing/Renting their units must furnish this association with their current address of Residency and current telephone numbers in case of emergency.
2. Unit owners (Landlords) must provide the Lessee(s) with a copy of the condominium rules and regulations.
3. Before this application can be considered for approval, the following information on the **FOLLOWING PAGES** must be completed in its entirety by the proposed Lessee and a **COPY OF THE LEASE AGREEMENT MUST ACCOMPANY THIS APPLICATION.**
4. If this application is not complete in its entirety, it **WILL NOT BE PROCESSED OR APPROVED** and it will be returned to applicant for proper execution.
5. A non-refundable fee of \$75.00 must accompany this application, Check is made payable to Snug Harbor Lakes Condominium Association.
6. There is a maximum of Thirty (30) day approval period which will begin when the application is executed properly and received in the office. Applications returned to Lessee for improper execution will, again, have a Thirty day waiting period once the applications are completed in their entirety. Application must be reviewed by the Condominium Association before renters can occupy the unit.
7. All units must be leased for a period of **THREE MONTHS OR LONGER.** There will be no exceptions to the minimum of the three month leasing agreement.
8. **OCCUPANCY PRIOR TO FINAL APPROVAL IS STRICTLY PROHIBITED.**
9. OCCUPANY OF UNIT REGULATIONS.

ONE BEDROOM UNIT	NO MORE THAN 2 OCCUPANTS
TWO/THREE BEDROOM UNIT	NO MORE THAN 4 OCCUPANTS

Initials of Unit Owner \_\_\_\_\_



OWNER'S INFORMATION

Please Print or Type

Date: \_\_\_\_\_ Lease Term: \_\_\_\_\_

Lease Start Date: \_\_\_\_\_ Lease End Date: \_\_\_\_\_

Unit Owner's Name: \_\_\_\_\_

Unit Owner's Present Address: \_\_\_\_\_

Unit Owner's Telephone No: \_\_\_\_\_

Unit Owner's Email Address: \_\_\_\_\_

Unit Address Being Rented: \_\_\_\_\_ Unit # \_\_\_\_\_

Real Estate Agency Handling Lease: \_\_\_\_\_

Agency Contact Person(s): \_\_\_\_\_

Contact Phone # \_\_\_\_\_

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