

BELLA COSTA at MEDITERRANEAN MANORS  
LEASE APPROVAL PROCESS

The attached CONDOMINIUM LEASE ADDENDUM was approved by the Bella Costa Board of Directors by Unanimous Written Consent in 2023, and reviewed by Jessica Knox of the firm Knox and Levine. It should be used in all instances where a Bella Costa owner proposes to rent their condominium (minimum term of four -4- months). Completion of the addendum is a condition of the owner receiving approval of their proposed lease by Bella Costa's Board of Directors, which approval is required by Bella's condominium documents.

In addition to the incorporation of this addendum into any proposed lease of a Bella Costa condominium, the Bella Costa Board requires that a proposed tenant submit an application to Bella Costa's management company which, among other things requires the applicant to pay an application fee of \$150.00, and specifically authorizes the management company to obtain a credit report and criminal background check for submission to Bella Costa's board of directors for their review and approval.

# Bella Costa at Mediterranean Manors RESIDENTIAL RENTAL APPLICATION

(1 per applicant, unless shared financial/credit history)

Non-Refundable Fee: \$ 150.00

THIS APPLICATION IS BEING SUBMITTED FOR THE SOLE PURPOSE OF OBTAINING APPROVAL OF A PROPOSED LEASE BETWEEN THE APPLICANT(S) AND THE OWNER OF THE PROPERTY IDENTIFIED BELOW BY THE BELLA COSTA AT MEDITERRANEAN MANORS CONDOMINIUM ASSOCIATION BOARD OF DIRECTORS, AS REQUIRED BY BELLA COSTA'S DECLARATION OF CONDOMINIUM

## THE PROPERTY

Rent Amount: \$ \_\_\_\_\_/Month

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## TENANCY

Type/Length: \_\_\_\_\_ Start Date: \_\_\_\_\_

## APPLICANT DETAILS

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

DOB: \_\_\_\_\_ SSN: \_\_\_\_\_

Driver's License No. \_\_\_\_\_ Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

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

DOB: \_\_\_\_\_ SSN: \_\_\_\_\_

Driver's License No. \_\_\_\_\_ Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Other Occupants?  Yes  No

If Yes, Full Name, Age and Relationship to Applicant(s):

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Pets?  Yes  No

If Yes, Type of Pet, size/weight, name, current Pinellas County license #

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Vehicles?  Yes  No

If Yes, Make, model, year, color, license number:

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Ever Been Convicted of a Crime?  Yes  No

If Yes, Describe: \_\_\_\_\_

Ever Filed for Bankruptcy?  Yes  No

If Yes, Describe: \_\_\_\_\_

Ever Been Evicted?  Yes  No

If Yes, Describe: \_\_\_\_\_

**CURRENT EMPLOYMENT**

Company: \_\_\_\_\_ Occupation/Title: \_\_\_\_\_

How Long? \_\_\_\_\_ Gross Income: \$ \_\_\_\_\_ (From Prior Year Tax Filing)

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Company: \_\_\_\_\_ Occupation/Title: \_\_\_\_\_

How Long? \_\_\_\_\_ Gross Income: \$ \_\_\_\_\_ (From Prior Year Tax Filing)

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Supervisor: \_\_\_\_\_

**PREVIOUS EMPLOYMENT**

Company: \_\_\_\_\_ Occupation/Title: \_\_\_\_\_

How Long? \_\_\_\_\_ Gross Income: \$ \_\_\_\_\_ )

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Company: \_\_\_\_\_ Occupation/Title: \_\_\_\_\_

How Long? \_\_\_\_\_ Gross Income: \$ \_\_\_\_\_ )

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Supervisor: \_\_\_\_\_

**CURRENT RESIDENCE**

Type (Apt, Home, Condo): \_\_\_\_\_ Square Feet (SF): \_\_\_\_\_

Rent Amount: \$ \_\_\_\_\_ /Month

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

How long at this Address? \_\_\_\_\_ Current Lease Expiration Date: \_\_\_\_\_

Reason for Moving?

\_\_\_\_\_

**CURRENT LANDLORD**

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

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**PREVIOUS RESIDENCE - 1**

Type (Apt, Home, Condo): \_\_\_\_\_ Square Feet (SF): \_\_\_\_\_

Rent Amount: \$ \_\_\_\_\_ /Month

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

**PREVIOUS LANDLORD - 1**

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

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**PREVIOUS RESIDENCE - 2**

Type (Apt, Home, Condo): \_\_\_\_\_ Square Feet (SF): \_\_\_\_\_

Rent Amount: \$ \_\_\_\_\_ /Month

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

**PREVIOUS LANDLORD - 2**

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

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**PERSONAL REFERENCES**

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

Relationship: \_\_\_\_\_ E-Mail: \_\_\_\_\_

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

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

Relationship: \_\_\_\_\_ E-Mail: \_\_\_\_\_

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

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

Relationship: \_\_\_\_\_ E-Mail: \_\_\_\_\_

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

**FINANCIAL INFORMATION**

Bank: \_\_\_\_\_ Branch Location \_\_\_\_\_

Type:  Checking  Savings

Bank: \_\_\_\_\_ Branch Location \_\_\_\_\_

Type:  Checking  Saving

**CONSENT AND ACKNOWLEDGMENT**

I/(We) hereby certify that I/(We) am at least 18 years of age. Applicant(s) represents that all information given on this application is true and correct. Applicant(s) hereby authorizes verification of all references and facts, including but not limited to current and previous landlords, employers, and personal references. Applicant(s) hereby authorizes

owner/agent/Bella Costa Condominium Association/Monarch Association Management to obtain any and all Unlawful Detainer, Credit Reports, Tele checks, and/or Criminal Background Reports. Applicant(s) agrees to furnish additional credit and/or personal references upon request. Applicant(s) understands that incomplete or incorrect information provided in the application may cause a delay in processing which may result in denial of tenancy. Applicant(s) hereby waives any claim and releases from liability any person providing or obtaining said verification or additional information.

**Applicant's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Applicant's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

I/we, by executing the above application, authorize the Landlord and its agents, as well as Bella Costa Condominium Association and Monarch Association Management to obtain an investigative consumer credit report including but not limited to credit history, OFAC search, landlord/tenant court record search, criminal record search and registered sex offender search. I/We authorize the release of information from previous or current landlords, employers, and bank representatives. This investigation is for resident screening purposes only and is strictly confidential. This report contains information compiled from sources believed to be reliable, but the accuracy of which cannot be guaranteed. I/We hereby hold Landlord and its agents, as well as Bella Costa Condominium Association and Monarch Association Management free and harmless of any liability for any damages arising out of any improper use of this information.

## CONSUMER DISCLOSURE

Important information about your rights under the Fair Credit reporting Act:

- You have a right to request disclosure of the nature and scope of the investigation.
- You must be told if information in your file has been used against you.
- You have a right to know what is in your file, and this disclosure may be free.
- You have the right to ask for a credit score (there may be a fee for this service).
- You have the right to dispute incomplete or inaccurate information. Consumer reporting agencies must correct inaccurate, incomplete, or unverifiable information. A summary of your rights under the Fair Credit Reporting Act is available by visiting or writing (Para información en español, visite o escriba): <http://www.ftc.gov/credit>

Consumer Response Center, Room 130-A, Federal Trade Commission, 600 Pennsylvania Avenue N.W., Washington D.C. 20580.

In connection with my application for housing, I understand that the property owner/agent as well as Bella Costa Condominium Association and Monarch Association Management may obtain one or more consumer reports, which may contain public information, for the purposes of evaluating my application. These consumer reports will be obtained from one or more of the following consumer reporting agencies:

- Equifax, E.C.I.F., P.O. Box 740241, Atlanta, GA, 30374-0241, (800) 685-1111
- Trans Union, Regional Disclosure Center, 1561 Orangethorpe Ave., Fullerton, CA, 92631, (714) 738-3800
- Experian (TRW), Consumer Assistance, P.O. Box 949, Allen, TX, 75002, (888) 397-3742





## CONDOMINIUM LEASE ADDENDUM

THIS ADDENDUM is incorporated into and made a part of a certain Lease Agreement (hereinafter Lease) between \_\_\_\_\_, as Lessor, Landlord and Owner (hereinafter Landlord) of \_\_\_\_\_ Bella Loop, Dunedin Florida 34698 and \_\_\_\_\_, as Lessee, Tenant and Occupant (hereinafter Tenant) of said \_\_\_\_\_ Bella Loop (hereinafter the Condominium), dated \_\_\_\_\_, for a term of \_\_\_\_\_, beginning \_\_\_\_\_, and ending \_\_\_\_\_.

The undersigned, in consideration of the Bella Costa at Mediterranean Manors Condominium Association (hereinafter Association) approving the aforementioned Lease, and under the authority granted to the Association by the Bella Costa at Mediterranean Manors Declaration of Condominium (hereinafter Declaration), Bylaws (hereinafter Bylaws) and Rules and Regulations (hereinafter Rules), and by the authority hereby expressly granted to the Association by the Landlord and Tenant, the undersigned hereby understand, acknowledge and mutually agree as follows:

- 1) The Lease is valid only after it is approved by the Association, said approval being evidenced only by the Association's acknowledgement of this Addendum
- 2) Upon execution of the Lease, all provisions of the Declaration, Bylaws and Rules pertaining to the use and occupancy of the Condominium shall be applicable to, and enforceable against both the Landlord and the Tenant, and a covenant shall exist upon the part of each to abide by said Declaration, Bylaws and Rules
- 3) The Association is, and shall be the agent and attorney in fact for the Landlord, with respect to the regulation of all matters related to the use and occupancy of the aforementioned Condominium, as such use and occupancy shall pertain to, or in any manner whatsoever relate to the Declaration, Bylaws or Rules, and the Association shall have full authority to enforce the Declaration, Bylaws and Rules against both the Landlord and the Tenant, and in the course of doing so shall be entitled to exercise any and all rights and remedies available to a Landlord under the law, including the right to terminate the Lease and commence eviction proceedings against the Tenant, all at the sole and exclusive cost and expense of the Landlord,
- 4) The Association shall further have the authority to:
  - a) Remove by towing, or otherwise, any vehicles or other personal property which the Association deems objectionable or offensive, including plants, found on the common elements, or limited common elements of the Bella Costa at Mediterranean Manors Condominium Complex, at the sole cost and expense of either the Landlord or Tenant, except such personal (non commercial) vehicles as are parked in compliance with the Declaration, Bylaws, or Rules,
  - b) Levy and collect a fine of \$250.00 per month, which the Landlord and Tenant hereby agree to pay, for each and every pet that is kept at the Condominium in violation of the Declaration, Bylaws, or Rules,

- c) Levy and collect a fine of \$35.00, which the Landlord and Tenant hereby agree to pay, each time that the Tenant permits an unleashed animal onto the common elements of the Bella Costa at Mediterranean Manors Condominium Complex, or for each failure of the Tenant to Immediately clean up and properly dispose of any pet waste deposited on the common, or limited common elements of the aforereferenced condominium complex by any of Tenant's pets,
- d) Levy and collect a fine of \$50, which the Landlord and Tenant hereby agree to pay, for each incidence of a nuisance or disturbance created by the Tenant, or the Tenant's guests or invitees,
- e) Immediately terminate, and declare null and void, the Lease should it be determined that the de facto implementation of the Lease pertains to, or covers less than 100% of the Condominium, or where the Tenant rents, sublets or otherwise permits anyone other than the occupants named in the Lease to reside at the Condominium for a period of more than 14 days, without the express, written permission of the Association, or where the Tenant engages in any activity that damages, or is otherwise injurious to the aforereferenced common elements, or limited common elements of the Bella Costa at Mediterranean Manors Condominium Complex.

DATED this \_\_\_\_ day of \_\_\_\_\_, 2023

Landlord:

\_\_\_\_\_

Tenant(s)

\_\_\_\_\_

\_\_\_\_\_

Bella Costa at Mediterranean Manors  
Condominium Association:

By: \_\_\_\_\_

Its \_\_\_\_\_