

MEADOWOOD APPLICATION AND SCREENING INFORMATION
IMPORTANT

Dear Applicant:

In order for your application to be complete and accepted, you will now need to enclose a letter from a plumber or home inspector about the plumbing in the unit. This letter needs to state that the shut off valve has been located and is functional, that all faucets are in good working order, that there are no running toilets, and that no other appliances are wasting water. **Your application will not be accepted without this letter from a plumber or inspector.** If you have any questions, please call (813) 988-3233

Thank you,

The Meadowood Office

MEADOWOOD APPLICATION AND SCREENING INFORMATION

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- The following items must be submitted with this application – incomplete applications or checks without applications may be returned by mail unprocessed.
 - **Check of \$75 per individual or married couple, made payable to Meadowood Condominium**
 - This fee is **non-refundable**. whether your sale falls through or you are not qualified to lease/buy. Any returned checks or stop payments will result in a **\$25 return check fee**.
 - Return application to: Meadowood Condos, 8700 Meadowood Blvd, Temple Terrace, FL 33637
 - **A copy of a State recognized photo id – like Driver's License or Passport (picture must be recognizable)**
 - Social Security card or an item (like a W2) associating your SS# with your name
 - **Proof of legal entry if you are not a United States citizen**
 - **If married with different names, please provide a copy of your marriage certificate.**
 - **Plumbing inspection letter**
- This Association has restrictions that may affect your lifestyle. It is up to you to ask questions and become familiar with the Association's documents and rules. A few restrictions are:
 - Only one **pet** allowed and they **must** be picked up after.
 - **Satellite dishes** can only be on free standing tripods
 - **No storage** of personal items **outside your unit**
 - **Use of your carport** and portions of your home visible to neighbors
 - **Your ability to decorate** the outside and grounds of your home.
 - **If you have any questions, ask first prior to paying your fee.**
- ***The Board has 30 days to qualify your transfer **prior to you moving in** and may invoke a fine should this occur. In addition, a fine of no more than \$100 a day, max \$1000 may be assessed for moving in prior to providing the association with a complete, truthful, signed application, payment of the transfer fee and scheduling your introduction to Meadowood meeting. Fines may also be imposed for other violations of the governing documents.
The 30 days does not begin until the Association has:
 - A completed application on each married couple &/or individual over 18 years of age
 - A screening fee for each applicant required to provide one
- **The qualification process requires a background check. Qualification can be affected by the following factors; if these apply to you, discuss them upfront prior to paying your application fee.**
 - A criminal background
 - Events, arrests, a history of incidents that would preclude you from possibly being a good neighbor and living closely to other people (separated only by a wall). An example could be recurring incidents of loud music, spousal disagreements or noise at late hours.
 - Incidents of non-payment of rents, foreclosures, evictions
 - False and/or misleading information on your application
- **An Introduction to Meadowood Meeting is required and failure to do so could result in a fine of no more than \$100 a day, maximum of \$1000.**
 - Once qualified, you are required to attend a meeting either before or shortly after you move in.
 - The meeting is to welcome you to the community, explain how things work, offer you the opportunity to join social groups or committees. Association also has monthly Board meetings.
 - Exceptions can be made to allow move-ins after you have been qualified but prior to your "Welcome to Meeting." **Permission to defer this meeting is required prior to your move-in.**

Applicant: _____ Delivered in person? _____ By Mail? _____ Date: _____
(Signature)

Address of Unit: _____ Acct # _____ Signed App. Rec'd by _____

Payor: _____ Check/MO # _____ Amount: _____

*** Unit Inspection prior to qualification is mandatory; Qualification conditional upon unit being in full compliance with rules, docs, regulations. Furthermore, unit may not have leaking, plumbing, running commodes, and proof that water shut-off to the unit must be demonstrated either physically or by statement from plumber/contractor ***

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Every line requires a response; apps will be returned. Put "NA" if a line does not apply (NOTE: Parents purchasing units for children 18 years and over; parents must submit "Purchase" App, Children must submit "Lease" App, **IF MARRIED: SPOUSE INFORMATION IS REQUIRED, REGARDLESS IF RESIDING IN UNIT OR NOT**) ROOMMATES must submit separate app.

Name of the Community: **Meadowood Condominium** PURCHASE _____ OR LEASE/ROOMMATE _____;
(circle one)

PROPERTY ADDRESS BEING LEASED OR PURCHASED: _____

ACCT #: _____

Phone 1: (____) _____ - _____ Phone 2: (____) _____ - _____ Email: _____

APPLICANT: _____ DOB: _____

SPOUSE: _____ DOB: _____

Roommates MUST submit separate applications

CURRENT OWNER NAME/ADDRESS/PHONE: _____

OTHER OCCUPANTS AND DOB: _____

Association living may not be for everyone. Those who have selected this community as their home expect all persons to reasonably try to abide by the rules and regulations. Accordingly, those persons with evictions, felonies, arrests and/or any history of violent, drug related offenses or un-neighborly behavior may not be permitted residency to this Community. The issue is whether one is able to live well with others in a community where neighbors are literally, only a wall away from each other. Other acts that are grounds for disqualification are falsified information provided on the application.

Have any of the **applicants** or your **children if they are to reside or be a guest** in this community, **ever been arrested or convicted of any crime**? If yes, provide details, city, state, county, and arresting authority (police or sheriff). Write on back if more room is needed.

Have any of the applicants been charged on a civil or criminal basis of acts of violence such as spousal abuse, assault, and battery or of any other physical crime such as vandalism that **did not result in an arrest**? If yes, provide details, city, state, county, and arresting authority (police or sheriff). Write on back if more room is needed.

Are any of the applicants or your children if they are to reside or be a guest in this community, **on parole or probation**? If yes, provide details, city, state, county, and arresting authority (police or sheriff). Write on back if more room is needed.

Have any of the applicants been evicted from their home in the last 5 years? If yes, provide details, city, state, county, landlord.

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Applicant Current Employer: _____ PHONE: _____

Employer Address, State, County _____ How Long? _____

Applicant Previous Employer: _____ PHONE: _____

Employer Address, State, County _____ When to When _____

Spouse Current Employer: _____ PHONE: _____

Employer Address, State, County _____ How Long? _____

Spouse Previous Employer: _____ PHONE: _____

Employer Address, State, County _____ When to When _____

We require **complete residence information for the last 10 years**. Write on back if you need more room. **Provide this information on all parties residing in unit**. In the case of a recent marriage or roommate arrangement, complete a separate application on each party. **Failure to provide accurate information is grounds disqualification as Lessee or Purchaser**. If you are unable to remember exact addresses, City, County, Street, and State is acceptable.

PRESENT ADDRESS: _____ PHONE: _____

City/State/County Where You Reside _____ when to when _____

LANDLORD: _____ Address _____ PHONE: _____

Previous Address & County, _____

Landlord _____ PHONE: _____ DATES: _____

Previous Address & County, _____

Landlord _____ PHONE: _____ DATES: _____

PETS Yes: _____ No: _____ If yes, fill out registration form.

I understand that as a purchaser/lessee, that it is my responsibility to request, read and abide by the rules and regulations, covenants, conditions and restrictions of the association, and agree to be bound by these association documents. As a purchaser, I will request a full set of condo documents as a condition of sale. I further understand that the unit owner is responsible for any damages and/or infractions of association rules caused by the lessees, their children, guests, visitors or pets. I further understand that this unit is to be used as a single-family residence only. Be advised that the \$75.00 application fee may go toward a credit/public records and/or criminal background investigation. By signing this application you are agreeing that this information may be made available to the Association and Owner of the unit in their determination of your residency at this association.

Signature of Applicant

Date

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CONSUMER AUTHORIZATION TO OBTAIN INFORMATION

"I hereby authorize **Meadowood Condominium Association, INC.** to obtain a consumer report and any other information it deems necessary, for the purpose of evaluating my application. I understand that such information may include, but is not limited to, credit history, civil and criminal information, records of arrest, rental history with respect to behavior and timely payment of rents, employment and/or salary details, vehicle records, licensing records, and/or other necessary information.

I hereby expressly release Meadowood Condominium Association, INC. and any procurer or furnisher of information, from any liability what-so-ever in the use, procurement, or furnishing of such information, and understand that my application information may be provided to various local, state, and/or federal government agencies, including without limitations, various law enforcement agencies. The application may be used for debt collection.

Print Applicant Name Applicant Signature Date

Print Applicant Name Applicant Signature Date

...located in the heart of Temple Terrace

Name of Community: Meadowood Condominium Association

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VEHICLE REGISTRATION FORM – Fill out every line, N/A if non-applicable

ACCT #: _____ ADDRESS: _____ Assigned Space: _____
(where applicable)

RESIDENT # 1: _____ PHONE: _____

RESIDENT #2: _____ PHONE: _____

DRIVERS LICENSE NUMBER(S) _____

WORK PHONE # 1 _____ WORK PHONE # 2 _____

OTHER RESIDENTS (INC. PART TIME) _____

Please provide registration for vehicles. All vehicles must be registered to residents.

VEHICLE #1 MAKE& MOD: _____ TAG #: _____

COLOR: _____ YR: _____ STATE: _____

VEHICLE #2 MAKE& MOD: _____ TAG #: _____

COLOR: _____ YR: _____ STATE: _____

OTHER VEHICLES (INC. EXTRA AUTOS, COMMERCIAL VEHICLES, RVs, CAMPERS & BOATS)

Description of Vehicle(s) _____

MAKE & MODEL: _____ YR: _____ TAG: _____ STATE: _____

MAKE & MODEL: _____ YR: _____ TAG: _____ STATE: _____

COMMENTS:

SIGNATURE AND DATE: _____

ANIMAL REGISTRATION FORM FOR RESIDENTS

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One pet is allowed, no size restrictions

Please provide the following information about the animal that will be living in your home. As a pet owner, you are required to have all animals licensed and vaccinated on an annual basis and be registered with the Association. All animals (including cats) must be on a leash and you are **responsible for cleaning up after them when off your property**. Please check the line & return this form even if you do not have any animals.

Dog/Cat Name _____ Breed: _____

Male _____ Female _____ Approx. Age: _____ Microchipped: Yes _____ No _____

County License Number: _____ copy enclosed

Color of Animal: _____

Distinguishing Markings: _____

PET OWNER SIGNATURE: _____

Phone Number: _____ Address: _____

____ **I DO NOT OWN ANY CATS OR DOGS.**

RESIDENTIAL RENTAL PERMIT PROGRAM

The Residential Rental Permit Program is a tool to protect the City's housing stock and the residents' property values. It is designed to:

- Preserve Neighborhoods,
- Protect Investments and Property Values,
- Protect Buyers and Renters from undisclosed code violations,
- Safeguard public health and safety by protecting residents from problems caused by substandard conditions.

Much of Temple Terrace's housing was constructed 30 or more years ago and most properties are well-maintained and in good condition today. However, an increasing number of dwellings are being used as rental units and some rental properties are not satisfactorily maintained. Poorly maintained property puts life & safety at risk.

Enforcing the City's Minimum Housing Code via the Residential Rental Permit Program is a proactive, effective approach designed to ensure safe, clean, and stable neighborhoods and to maintain quality rental housing.

The City Council initiated this city-wide program that establishes a system for *permitting all single-family rental properties* (attached or detached) and all two-family and three-family dwellings including townhouses, condominiums, and mobile homes to certify all dwelling units meet certain minimum housing and development standards.

If your property is not owner-occupied as your primary residence and homesteaded as such, you must register this property with our office. For more information, call the Temple Terrace Fire Dept, Risk Reduction Housing Division at 813-506-6690.

These standards include:

- No more than three unrelated persons may live in any one rental unit.
- A rental property must have an annual City rental permit -- \$200 per unit. Mid-year rental applications are available.
- Rental properties are subject to site inspections to ensure compliance with City Code Chapter 27, Minimum Housing Standards.
- All applicants must provide a local contact/representative with an active telephone number and local address in Hernando, Hillsborough, Pasco, Pinellas, Manatee, or Polk County.
- Failure to register as required, or to obtain or renew a permit in a timely manner; or failure to obtain a required inspection or maintain premises can result in penalties/liens.

RESIDENTIAL RENTAL PERMIT VOLUNTARY COMPLIANCE PROGRAM

PROPERTY CHECK LIST

EXTERIOR

Repair/replace all rotted wood, broken or missing boards, siding, and shingles and make all components weather-tight, rodent-proof, and sound. Inspect main and accessory structures.

- Walls, doors, windows, and screens
- Roof parts including rafters, overhang, soffit, fascia, and covering
- Railings on stairs, landings, and porch
- Fences (in good repair and legal height)

INTERIOR

Keep housing safe, sanitary, in good repair and sound condition.

- Walls, ceilings, and floors
- Smoke detectors
- Plumbing pipes and fixtures
- Water/Sewer lines
- Electrical wiring/fixtures
- Heating/Air conditioning systems

OTHER

- Addresses posted and clearly visible
- Garbage properly contained/disposed
- Stagnant water/mosquitoes eliminated
- Insects and rodents exterminated

MISCELLANEOUS - see City Code for details or call Neighborhood Code Compliance at 813-506-6690.

- Home occupations must meet strict criteria
- Yard maintenance is required year-round
- Outdoor storage is limited
- Parking allowed only on durable surfaces
- Commercial vehicle parking is prohibited
- Recreational vehicle storage is restricted

RESPONSIBLE PROPERTY OWNERS = GOOD NEIGHBORHOODS



The Temple Terrace Fire Department thanks the community for its continued support.

For answers to questions about the Rental Program, contact the Temple Terrace Fire Department, Risk Reduction Division: 813-506-6690.



CITY OF TEMPLE TERRACE

RESIDENTIAL RENTAL PERMIT PROGRAM

Striving for Excellence...

...Exceeding Expectations

WE ARE ON THE WEB!
WWW.TEMPLETERRACE.COM