

# Rizon West Association, Inc.

## PURCHASE/RENTAL APPLICATION PROCEDURES AND REQUIREMENTS:

This application must be filled out completely and submit to:

Rizon West Association, Inc.  
c/o Allied Property Management Group,  
Inc. 1711 Worthington Rd. Ste 103  
West Palm Beach, FL 33409

**Please note:** if purchasing under the name of an entity, the application must be filled out with said person as signer for such entity. Proof of authorized signer required such as a print out from Sunbiz.org

- 1) \_\_\_\_\_ Non-refundable application fee **in the form of Money Order or Cashier's Check** in the amount of **\$150.00** (per applicant, 18 years of age or older) made payable to: **ALLIED PROPERTY MANAGEMENT GROUP, INC.** Married couples eligible to pay one \$150 fee (marriage certificate will be required if last names differ).
  - a. **Please note:** An additional one hundred (\$250.00 total - made payable to: **ALLIED PROPERTY MANAGEMENT GROUP, INC**) is required per applicant if of Foreign nationality and holds no U.S. Social Security Number.
- 2) \_\_\_\_\_ **LEASES ONLY: In addition to above,**  
**\$75.00 payable to Rizon West Association, Inc.**
- 3) \_\_\_\_\_ Legible copy of each applicant's valid DL or government issued picture ID.
- 4) \_\_\_\_\_ Signed APPLICANT AUTHORIZATION AND CONSENT FOR RELEASE OF INFORMATION form.
- 5) \_\_\_\_\_ Executed copy of the Purchase Agreement or Signed Lease Agreement.
- 6) \_\_\_\_\_ NO PETS ALLOWED

**Please note:** applications must be turned in complete. All must check / initial next to each item above to ensure you are submitting all required documentation prior to mailing or dropping off.

**Please allow up to 30 days for approval and do not schedule closing or occupy until you have been approved by the board and issued a certificate.**

\*Applicant (s) will be contacted once the board has made a decision. You may follow up for the status via email to: **applications@alliedpmg.com** including the following subject line (RWC/Applicant Last Name- Property address) in your email (s).

Applicant(s) Email: \_\_\_\_\_ Email: \_\_\_\_\_

Agent(s) Email: \_\_\_\_\_ Email: \_\_\_\_\_



**RWC**

PROPERTY ADDRESS: \_\_\_\_\_

***Applicant 1***

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

DOB: \_\_\_\_\_ Social Security: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Cellular: \_\_\_\_\_ Work: \_\_\_\_\_ **Email:** \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_ Current Rent: \_\_\_\_\_

Current Address: \_\_\_\_\_ City, State \_\_\_\_\_ Zip \_\_\_\_\_ How Long: \_\_\_\_\_

Landlord: \_\_\_\_\_ Ph: \_\_\_\_\_ Reason for Moving: \_\_\_\_\_

Previous Residence 1: \_\_\_\_\_

How Long: \_\_\_\_\_ Reason for moving: \_\_\_\_\_ Landlord: \_\_\_\_\_

Development/Community: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Current Employer: \_\_\_\_\_ Ph: \_\_\_\_\_ Income: \_\_\_\_\_

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

Previous Employer: \_\_\_\_\_ Ph: \_\_\_\_\_ Income: \_\_\_\_\_

Addr: \_\_\_\_\_ Supr: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

***Applicant 2***

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

DOB: \_\_\_\_\_ Social Security: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Cellular: \_\_\_\_\_ Work: \_\_\_\_\_ **Email:** \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_ Current Rent: \_\_\_\_\_

Current Address: \_\_\_\_\_ City, State \_\_\_\_\_ Zip \_\_\_\_\_ How Long: \_\_\_\_\_

Landlord: \_\_\_\_\_ Ph: \_\_\_\_\_ Reason for Moving: \_\_\_\_\_

Previous Residence 1: \_\_\_\_\_

How Long: \_\_\_\_\_ Reason for moving: \_\_\_\_\_ Landlord: \_\_\_\_\_

Development/Community: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Current Employer: \_\_\_\_\_ Ph: \_\_\_\_\_ Income: \_\_\_\_\_

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

Previous Employer: \_\_\_\_\_ Ph: \_\_\_\_\_ Income: \_\_\_\_\_

Addr: \_\_\_\_\_ Supr: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

OTHER OCCUPANTS THAT WILL RESIDE WITH YOU

<i>Name</i>	<i>DOB</i>	<i>Relationship</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Vehicles to be Parked at Residence

Vehicle #1: Make: \_\_\_\_\_ Model: \_\_\_\_\_ Tag#: \_\_\_\_\_ Yr: \_\_\_\_\_  
 Vehicle #2: Make: \_\_\_\_\_ Model: \_\_\_\_\_ Tag#: \_\_\_\_\_ Yr: \_\_\_\_\_

References (Not Related)

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
 Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Name: \_\_\_\_\_ Address: \_\_\_\_\_  
 Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Has any applicant ever been: Evicted Lost part/all security deposit Had lease terminated  
 Give detail: \_\_\_\_\_

Emergency Contact

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
 Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

I (we) agree to abide by the Declaration of Condominium, Rules and Regulations and Amendments thereto, of the governing Association.  
 I (we) fully authorize an investigation, if necessary, of all answers and references given. Accordingly, I specifically authorize Allied Property Management Group, Inc., its principals, managers or agents to make such investigation and agree that the information contained in this application may be used in such investigation and Allied Property Management Group, Inc., its principals, manager or 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 Allied Property Management, Inc., its principals, managers or agents.

I (we) understand that should the landlord enter into a lease with me (us), and I have provided false information on this application, I (we) will be subject to having my (our) lease terminated at the landlord's option, and have my (our) full security deposit forfeited as compensation for damages.

**Notice:** Unless agreed otherwise in writing, the Property remains on the market until a lease is signed and Landlord may continue to show the Property to other prospective tenants and accept another offer.

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_ Co-Applicant: \_\_\_\_\_ Date: \_\_\_\_\_



**APPLICANT AUTHORIZATION AND CONSENT FOR RELEASE OF INFORMATION**

This release and authorization acknowledges that **Allied Property Management Group, Inc.**, may now, or any time while I own or am renting, conduct a verification of my current and previous tenant history, current and previous employment, credit history, contact personal references, and to receive any criminal history information pertaining to me which may be in the files of any Federal, State, or Local criminal justice agency, and to verify any other information deemed necessary to fulfill the Tenant requirements. The results of this verification process will be used to determine tenant eligibility under **Allied Property Management Group, Inc.**, tenant policies.

I authorize **Background Info USA** and any of its agents, to disclose orally and in writing the results of this verification process to the designated authorized representative **Allied Property Management Group, Inc.**

**I have read and understand this release and consent, and I authorize the background verification.** I authorize persons, schools, current and former employers, current and former landlords and other organizations and Agencies to provide **Background Info USA** with all information that may be requested. I hereby release all of the persons and agencies providing such information from any and all claims and damages connected with their release of any requested information. I agree that any copy of this document is as valid as the original.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Co-Applicant Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Co-Applicant Signature

\_\_\_\_\_  
Print Name

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
MM DD YYYY

# RIZON WEST ASSOCIATION, INC.

c/o Allied Property Management Group, Inc.  
1711 Worthington Rd. Ste 103  
West Palm Beach, FL 33409

## VEHICLE REGISTRATION DISCLOSURE

I/We, \_\_\_\_\_ understand and fully agree not to park any prohibited or commercial vehicles (as defined in the condominium documents) on the Association property at any time unless for service work performed during normal business hours. I/We further agree that we will only park in the Assigned Parking associated with our unit.

**Vehicles not conforming to the above rules will be towed.**

Vehicle #1

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

Color: \_\_\_\_\_ License Plate/State: \_\_\_\_\_ / \_\_\_\_\_

Vehicle #2

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

Color: \_\_\_\_\_ License Plate/State: \_\_\_\_\_ / \_\_\_\_\_

Please provide a copy of all drivers licenses, registration and insurance certificate with this application.

\_\_\_\_\_  
Applicant:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Co-applicant:

\_\_\_\_\_  
Date:

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## RENTERS AGREEMENT

- 1) I/We have received a complete copy of the Rules and Regulations of the Association and further agree to abide by them.
- 2) I/We understand that I/we will be advised by the Property Manager regarding the acceptance or denial of this application and that occupancy of the unit prior to approval from the Board is prohibited.
- 3) The Association will conduct a background check(s) on all occupants 18 years of age or older. I/We agree that all information contained in this application may be used in this investigation and that the Association, its Board Members and Officers, and Property Manager shall be held harmless from any action or claim by me/us in connection with the use of the information contained in this application and/or investigation of my/our background in connection with this application.
- 4) Any misrepresentation or falsification of information in this application will void and disqualify the applicants. The acceptance of the is application is contingent in part to the truth and accuracy of the information contained herein.
- 5) A check in the amount of \$150 for each application (married couples are considered one applicant).
- 6) Attach a copy of the lease must accompany this application.

\_\_\_\_\_  
Signature of Applicant:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Co-applicant:

\_\_\_\_\_  
Date:

**FOR LEASING ONLY**

RIZON WEST ASSOCIATION, INC  
c/o Allied Property Management Group, Inc.  
1711 Worthington Rd. Ste 103  
West Palm Beach, FL 33409

**MAINTENANCE AND LEASE PAYMENTS TO ASSOCIATION**  
**ADDENDUM TO LEASE AGREEMENT BETWEEN OWNERS AND TENANTS**

\_\_\_\_\_ AND \_\_\_\_\_  
Owner(s) Tenant(s)

are parties to the lease agreement dated \_\_\_\_\_, 20\_\_ with respect to the leasing of \_\_\_\_\_, South Palm Beach, FL. The parties agree to amend the Contract/Lease to include the following provision as follows:

The Rizon West Association, Inc. shall have the right to terminate the Contract/Lease upon default by Tenant in observing an of the provisions of the Declaration of Condominium, the Articles of Incorporation, the Bylaws, the Rules and Regulations of the Association or any other applicable provisions of any agreement, document or instrument governing the Association or administered by the Association.

- 1) The Association shall have the right to collect all rental payments due to Owner and to apply same against unpaid assessments if, and to the extent that, Owner is in default in the payment of assessments to the Association.
- 2) In the event of any conflict or ambiguity between this Addendum and the Contract/Lease, this Addendum shall control and supersede the Contract/Lease. Further, the undersigned agree that the Association will have the right and authority to contract the delinquent owner's tenant for purposes of collection of such rental payment pursuant to this addendum and Florida Statutes Chapter 718.
- 3) Owner also acknowledges that they are responsible for any damages done the common Area by their tenant.

\_\_\_\_\_  
Owner/Agent of Owner Date

\_\_\_\_\_  
Tenant Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Co-Owner Date

\_\_\_\_\_  
Co-Tenant Date

\_\_\_\_\_  
Applicant: Date:

\_\_\_\_\_  
Co-applicant: Date:

**FOR LEASING ONLY**

**RISON ASSOCIATION, INC.**

c/o Allied Property Management Group, Inc.  
1711 Worthington Rd. Ste 103  
West Palm Beach, FL 33409

**RENTING THE UNIT**

I/We \_\_\_\_\_ address: \_\_\_\_\_  
do hereby agree not to allow anyone to move into the above noted address without the following Association procedures:

- 1) Payment of applicable fees for each applicant unless it is a husband/wife and/or children under the age of 18 years.
- 2) Completed Application.
- 3) Approval from the Association.

I/we understand that failure to comply with this agreement will be subject to immediate eviction.

\_\_\_\_\_  
Applicant:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Co-applicant:

\_\_\_\_\_  
Date: