

Alton Neighborhood 1 Association, Inc.
APPLICATION FOR PURCHASE/LEASE

The Association requires all prospective owners or tenants to submit a completed application. The Association has the right to terminate any lease upon the default of the tenant in observing any of the provisions of the Master Covenants, Declaration, the Articles of Incorporation and the By-Laws of the Association, applicable Rules and Regulations or any applicable provisions of any agreement. **Any lease for a Unit or Casita must be in writing and may not be for a period of less than 12 months in duration.** Only entire Units may be leased; no bed & breakfast leasing is permitted.

A completed application must be received prior to purchase or occupancy of a tenant.

All prospective owners or tenants must complete the Association's application and must submit the following documents a minimum of two weeks prior to lease/closing date:

- Association Application
- Copy of valid identification card or driver's license; a SECOND Form of ID required, a Passport and/or Social Security Card for ALL residents over 18
- Copy of Vehicle Registration for each vehicle [including motorcycles]
- Copy of Lease or Purchase agreement
- Photograph of Pet(s) – Must be a CLEAR picture of your pet(s).
- Association payments must be current for approval of any lease.

**BE ADVISED A BACKGROUND CHECK WILL BE CARRIED OUT ON ALL
ADULT APPLICANTS**

*Applicants with a **felony conviction** within the last 5 years will be automatically **denied***

**Applicants are required to pay a \$75.00 application fee per person over the age of 18 (for married couples, the application fee is \$150.00 total). CHECKS SHOULD BE MADE PAYABLE TO:
ALTON NEIGHBORHOOD 1 ASSOCIATION, INC.**

WARNING: We are not authorized to change an owner's name in our system until we have received a Warranty Deed or a copy of change from the Palm Beach Property Appraiser's website. If you do not provide this proof of change of ownership your bills will go to the previous owner and you may incur late fees, interest, and attorney fees.

Please mail the original to:

**Alton Neighborhood 1 Association, Inc.
c/o Lang Management Company
13255 Alton Road
Palm Beach Gardens, FL 33418**

Alton Neighborhood 1 Association, Inc.
COVER SHEET FOR PURCHASE/LEASE APPLICATION

Address: _____

Move in Date: _____

(or Closing Date)

Realtor's Name: _____

Phone: _____

CONTACT NUMBERS:

Owner's Name: _____

Phone: _____

Owner's Name: _____

Phone: _____

Applicant's Name: _____

Phone: _____

Applicant's Name: _____

Phone: _____

Email Address: _____

_____ Application-Complete

_____ Background Check (Credit and Interpol for all non-US citizens)

_____ Copy of Lease-Fully Executed or Purchase Agreement (**Lease - 12 months minimum**)

_____ Copies of valid identification card or driver's license and Second Form of ID, a Social Security Card and/or Passports for ALL residents over 18 years of age.

_____ Copy of Vehicle Registration

_____ Photo of Pet(s)

_____ Applicants are required to pay a \$75.00 application fee per applicant over the age of 18; \$150.00 total for married couples. (Check # _____) **Check is payable to: Alton Neighborhood 1 Association, Inc.**

Alton Neighborhood 1 Association, Inc.
Application for Occupancy

Please complete all questions and fill in all blanks. If application is incomplete, this may result in your application not being processed and will cause unnecessary delay. If the question does not apply, answer N/A. Print legibly or type all information.

Alton Neighborhood 1 address to Purchase or Lease: _____

Owner's Name: _____ Contact Phone# _____

Date of Lease: _____ Date of Occupancy: _____

APPLICANT(S):

1. Name: _____ Date of Birth: _____ Social Security # _____

Spouse: _____ Date of Birth: _____ Social Security # _____

2. Please list full names and date of birth of **all** persons that will reside at this residence:

FULL NAME

Date of Birth:

If additional space is needed, please attach

3. Please list the make, model and tag numbers of all automobiles that will be parked at your residence:

Year _____ Make _____ Model _____ Color _____ Tag No. _____

Year _____ Make _____ Model _____ Color _____ Tag No. _____

NOTE: Vehicles shall be parked only in the garages or in the driveways serving the Unit or Lot, or in the appropriate spaces or designated areas in which parking may be assigned, and then subject to the reasonable rules and restrictions adopted by the Board.

4. Drivers License number/Identification card number for ALL residents in the household.
(please attach copy of license or id card)

1. _____ 2. _____

3. _____ 4. _____

5. _____

5. Has anyone in your household been convicted of a felony in the past 5 years?
If yes, please explain.

6. In case of an Emergency, list contact person:

Name: _____ Relationship: _____

Address: _____ Phone# _____

7. Subleasing of this unit without the written approval of the Homeowners Association is prohibited. In the event of an early lease termination, the unit may not be leased for the remaining lease term, without written approval of the Homeowners Association.

If this application is NOT legible or is not completely and accurately filled out, Alton Neighborhood 1 Association, Inc., will not be liable or responsible for any inaccurate information in the investigation and related report (should there be one) caused by such omission or illegibility.

By signing, the applicant recognizes that Alton Neighborhood 1 Association, Inc. or their agent may investigate the information submitted by the applicant, and a full disclosure of pertinent facts may be made to the Association.

Applicants Signature: _____ Date: _____

Spouse's Signature: _____ Date: _____

Owner's Signature: _____ Date: _____

Acknowledge receipt of copies of:

1. Declaration of Covenants, Easements, and Restrictions for Alton Neighborhood 1
2. Alton Property Owners Association, Inc. Architectural Guidelines Standards & Criteria'

By signing, the Applicant(s) and Owner(s) have read and reviewed the above Governing Documents and agree to abide to all of its provisions, restrictions, rules and regulations.

Applicants Signature: _____ Date: _____

Spouse's Signature: _____ Date: _____

Owner's Signature: _____ Date: _____

RELEASE OF INFORMATION & AUTHORIZATION

DATE: _____

TO: ALTON NEIGHBORHOOD 1 ASSOCIATION, INC.
c/o LANG MANAGEMENT COMPANY
13255 ALTON ROAD
PALM BEACH GARDENS, FL 33418

I GIVE MY AUTHORIZATION FOR THE ABOVE TO VERIFY INFORMATION AND AGREE SCREENING MAY RESULT IN MY APPLICATION BEING APPROVED OR DISAPPROVED. THIS AUTHORIZATION IS GOOD FOR THIRTY (30) DAYS FROM THE DATE ABOVE. IF THIS APPLICATION IS FOR A LEASE, ANY INFORMATION OBTAINED UNDER THIS APPLICATION MAY BE PROVIDED TO THE OWNER OF THE PROPERTY YOU ARE LEASING.

SIGNATURE: _____

PRINT NAME: _____

DATE OF BIRTH: _____

DRIVERS LICENSE #: _____ State: _____

ADDRESS: _____

This form must be completed by anyone who will be living in the residence over the age of 18.

RELEASE OF INFORMATION & AUTHORIZATION

DATE: _____

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c/o LANG MANAGEMENT COMPANY
13255 ALTON ROAD
PALM BEACH GARDENS, FL 33418

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