

**Chasewood of Jupiter COA, Inc.**  
c/o Sea Breeze CMS, Inc.  
4227 Northlake Blvd.  
Palm Beach Gardens, FL 33410  
Phone: (561) 626-0917 Fax: (561) 626-7143  
www.seabreezecms.com office@seabreezecms.com

**Lease Approval Application Check List**

**COMPLETE & SUBMIT AT LEAST 30 DAYS PRIOR TO CLOSING DATE.**

**MAIL OR DROP OFF APPLICATION PACKAGE AT THE SEA BREEZE OFFICE OR AT THE CHASEWOOD OF JUPITER CLUBHOUSE DURING OFFICE HOURS.  
FAXED COPIES WILL NOT BE ACCEPTED**

**If copies needed, a charge of 25 cents per page is required**

**Please do not staple application together.**

- \_\_\_ 1. Fill in the section of the application package (Pgs. 2-3).
- \_\_\_ 2. Fill in the requested information on the Residential Screening Request & Disclosure & Authorization Agreement and provide salary amount, which is to be completed by all ADULTS 18 and over (Pgs. 4-5). Print extra copies if needed.
- \_\_\_ 3. Print name, sign and date the Certificate of Approval (Pg. 6).
- \_\_\_ 4. Fill in the blanks, initial bottom of each page, signature of landlord & tenants and date the Lease Addendum (Pg 7).
- \_\_\_ 5. Fill in requested information on the Pet Rules & Registration Form. Form must be completed and signed. If you do not have a pet, the form must be initialed and signed (Pg 8).
- \_\_\_ 6. Print name, sign and date the Acknowledgement (Pg. 9).
- \_\_\_ 7. Security Deposit Form is included for your records (Pg 10).
- \_\_\_ 8. Provide a copy of executed lease agreement (must state names of additional occupants not parties to the lease.)
- \_\_\_ 9. Provide a copy of Automobile Registration & Driver's License.
- \_\_\_ 10. **\$50.00** Cash or Money Order only payable to **Chasewood of Jupiter COA, Inc.** For each additional adult applicant other than husband/wife or dependent child, add \$50.00. cash or Money Order only payable to **Chasewood of Jupiter COA, Inc.**
- \_\_\_ 11. **Plus, \$50.00** Cash or Money Order only payable to **Sea Breeze CMS, Inc.,** for the **first applicant.** For each additional adult applicant other than husband/wife or dependent child, add \$50.00. Cash or Money Order only payable to **Sea breeze CMS, Inc.**
- \_\_\_ 12. Submit Security Deposit (refundable) in the amount of one (1) month's rent. Write **Check Payable to Chasewood of Jupiter.**

Out of the country applicants are subject to completing additional paperwork as determined by our screening company. Please contact our office prior to submitting the application to obtain additional paperwork.

No persons other than those listed on this Application will reside in the Unit and Applicant(s) and Owner(s) agree that anyone moving into the Unit at a later date will be required to submit an application to the Association.

**Application must be completely filled out, or it will be RETURNED for the missing information. Interview is required prior to approval. It is critical for the interview that occupant(s) speak and read English or you must bring an interpreter with you.**

**All items must be submitted as an entire packet to either of the following:**

Chasewood of Jupiter Clubhouse Office (during normal office hours)  
6381 Chasewood Drive  
Jupiter, FL 33458  
(561) 744-1617

Sea Breeze Community Management Services, Inc.  
4227 Northlake Boulevard  
Palm Beach Gardens, FL 33410  
(561) 626-0917

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**LEASE APPLICATION (please print legibly)**

Unit Address to be Leased: \_\_\_\_\_

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

Name(s) of Unit Owner(s): \_\_\_\_\_

Owner Telephone Number(s): \_\_\_\_\_

**Name of Applicant #1** \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Driver's License: State of Issue \_\_\_\_\_ License #: \_\_\_\_\_

Vehicle Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

License Plate#: \_\_\_\_\_ State Issued: \_\_\_\_\_

Will this vehicle be parked at the unit?: Yes \_\_\_\_\_ No \_\_\_\_\_

**Name of Applicant #2** \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Driver's License: State of Issue \_\_\_\_\_ License #: \_\_\_\_\_

Vehicle Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

License Plate#: \_\_\_\_\_ State Issued: \_\_\_\_\_

Will this vehicle be parked at the unit?: Yes \_\_\_\_\_ No \_\_\_\_\_

**(Lease Application Continued)**

Name of Applicant #3 \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Driver's License: State of Issue \_\_\_\_\_ License #: \_\_\_\_\_

Vehicle Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

License Plate#: \_\_\_\_\_ State Issued: \_\_\_\_\_

Will this vehicle be parked at the unit?: Yes \_\_\_\_\_ No \_\_\_\_\_

**Please list all individuals who will reside in the unit, including children and applicants.**

	<b>Name (Print must be readable)</b>	<b>Age</b>	<b>Relationship to Renter</b>
1.			
2.			
3.			
4.			

**Written Consent to Receive Official Notices by Electronic Transmission**

Please provide your email address and sign and date if you would like to receive emails related to Association business. E-mails will be part of Association records.

\_\_\_\_\_ Yes, please provide your email address: \_\_\_\_\_

\_\_\_\_\_ No

NOTE: I understand that I am responsible to ensure such Electronic Transmissions are not blocked by a spam filter or other type of filter. I further understand that notwithstanding such opt-in the Association may, from time to time, still provide notices to me via U.S. mail at my official mailing address maintained with the Association.

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

**Sea Breeze – Chasewood of Jupiter COA / PO# \_\_\_\_\_**

**RESIDENTIAL SCREENING REQUEST**

First: \_\_\_\_\_ Middle: \_\_\_\_\_ Last: \_\_\_\_\_

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

City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_

SSN: \_\_\_\_\_ DOB (MM/DD/YYYY): \_\_\_\_\_

Tel#: \_\_\_\_\_ Cel#: \_\_\_\_\_

**Current Employer**

Company: \_\_\_\_\_ N/A \_\_\_\_\_ Tel#: \_\_\_\_\_ N/A \_\_\_\_\_

Supervisor: \_\_\_\_\_ N/A \_\_\_\_\_ Salary: \_\_\_\_\_

Employed From: \_\_\_\_\_ N/A \_\_\_\_\_ To: \_\_\_\_\_ N/A \_\_\_\_\_ Title: \_\_\_\_\_ N/A \_\_\_\_\_

**Current Landlord**

Company: \_\_\_\_\_ N/A \_\_\_\_\_ Tel#: \_\_\_\_\_ N/A \_\_\_\_\_

Landlord: \_\_\_\_\_ N/A \_\_\_\_\_ Rent: \_\_\_\_\_ N/A \_\_\_\_\_

Rented From: \_\_\_\_\_ N/A \_\_\_\_\_ To: \_\_\_\_\_ N/A \_\_\_\_\_

*I have read and signed the Disclosure and Authorization Agreement.*

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**DISCLOSURE AND AUTHORIZATION AGREEMENT**  
**REGARDING CONSUMER REPORTS**

***DISCLOSURE***

The undersigned acknowledges that a consumer report and/or investigative consumer report including information concerning your character, employment history, general reputation, personal characteristics, criminal record, education, qualifications, motor vehicle record, mode of living, credit and/or indebtedness may be obtained in connection with your application for residence.

***AUTHORIZATION***

The undersigned acknowledges that they are authorizing and requesting, without any reservation, any present or former employer, school, police department, financial institution, division of motor vehicles, consumer reporting agency, or other persons or agencies having knowledge about you to furnish AmeriCheckUSA with any and all background information in their possession regarding you, in order that your residence qualifications may be evaluated. You also agree that a fax or photocopy of this authorization with your signature be accepted with the same authority as the original.

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

For California, Minnesota or Oklahoma applicants only, if you would like to receive a copy of the report, if one is obtained, please check the box.

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**CERTIFICATE OF APPROVAL FOR LEASE**

The undersigned authorized representative of **Chasewood of Jupiter COA, Inc.** hereby certifies that the proposed conveyance of the following unit has been approved as written below:

Unit Number: \_\_\_\_\_

Owner(s): \_\_\_\_\_

Lessee(s): \_\_\_\_\_

The above Lessee(s) as evidenced by Lessee(s) signature(s) below hereby acknowledge receipt of the Declaration of Covenants, Articles of Incorporation, By-Laws, Rules and Regulations and any Amendments to the Documents for the Association, and agrees to be bound by said Documents.

\_\_\_\_\_  
Lessee(s) Printed Name

\_\_\_\_\_  
Lessee(s) Printed Name

\_\_\_\_\_  
Lessee(s) Signature

\_\_\_\_\_  
Lessee(s) Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

This is to certify that the above named Lessee(s) have complied with the above statements and thereby obtained the approval of **Chasewood of Jupiter COA, Inc.**

By: \_\_\_\_\_ As: \_\_\_\_\_ Date: \_\_\_\_\_

Signed on behalf of the Board of Directors

**LEASE ADDENDUM**

In the event the Condominium Maintenance Assessment becomes delinquent by the owner, both parties agree that the Association has the right to garnish the rent monies from the tenant until such time that the Owner’s Assessments are current.

THIS ADDENDUM dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_, by and between \_\_\_\_\_ hereinafter referred to as “Landlord” and \_\_\_\_\_ hereinafter referred to as “Tenant” and is intended to and shall supplement, amend and modify that certain Lease dated \_\_\_\_\_, in the following respects:

- 1. Tenants are subject to and shall abide by all covenants, restrictions, rules and regulations set forth in the Declaration and Bylaws of Chasewood of Jupiter Condominium Association, Inc.
- 2. Tenant(s) are subject to and shall abide by Florida Statutes, Section 718.116(11):

**Assessments-Tenants**

**Occupancy:**

- a. If the parcel is occupied by a tenant and the parcel owner is delinquent in paying any monetary obligation due to the Association, The Association may demand that the tenant pay the Association the subsequent rental payments and continue to make such payments until all the monetary obligations of the parcel owner related to the parcel have been paid in full to the Association and the Association releases the tenant or until the tenant discontinues tenancy in the parcel.
- b. Pursuant to section 718.116(11), Florida Statutes, your payment of rent to the Association gives you complete immunity from any claim for the rent by the landlord. A tenant is immune from any claim by the parcel owner related to the rent timely paid to the Association after the Association has made written demand.
- c. If the tenant paid rent to the landlord or parcel owner for a given rental period before receiving the demand from the Association and provides written evidence to the association of having paid the rent within 14 days after receiving the demand, the tenant shall begin making rental payments to the Association to be credited against the monetary obligations of the parcel owner until the Association releases the tenant or the tenant discontinues tenancy in the unit. The Association shall, upon request, provide the tenant with written receipts for payment made. The Association shall mail written notice to the parcel owner of the Association’s demand that the tenant pays monetary obligations to the Association.
- d. The liability of the tenant may not exceed the amount due from the tenant to the tenant’s landlord. The tenant shall be given accredit against rents due to the landlord in the amount of assessments paid to the Association.
- e. The Association may issue notice under S. 83.56 and sue for eviction under SS. 83.59-83.625 as if the Association were a landlord under Part II of Chapter 83if the tenant fails to pay monetary obligations. However, the Association is not otherwise considered a landlord under Chapter 83 and specifically has no obligation under S. 83.51.
- f. The tenant does not, by payment of monetary obligations, have any of the rights of a parcel owner to vote in any election or to examine the books and records of the association.

\_\_\_\_\_  
**Owner’s Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Tenant(s) Signature**

\_\_\_\_\_  
**Date**

**\*\*THIS PAGE MUST BE SIGNED BY BOTH PARTIES: OWNER AND TENANT(S) BEFORE THE APPLICATION CAN BE PROCESSED\*\***

# Chasewood of Jupiter COA, Inc.

Initial here if you  
DO NOT have a pet

## **PET RULES & REGULATIONS**

- No pet that is a nuisance will be allowed on Condominium property.
- All pets must be properly registered with and approved by the Association.
- Proof of required shots in the form of a Veterinary letter on their letterhead must be provided.
- Agree to abide by pet regulations established by Declaration of Condominium.
- The lease agreement must address any specific allowance of the animal(s) in a unit.
- No pets shall be “tied up on the exterior of the unit or left unattended on the balcony or patio.
- No pet will be allowed outside except on a leash.
- All pets shall be walked on a leash not to exceed six feet (6’) in length.
- All pets must be cleaned up after, regardless of size or location. Empty kitty litter in to a plastic bag and tie shut before disposing in dumpsters. Cat boxes are not to be stored on the patio or balcony.
- One pet per unit not to exceed 30 pounds.
- Pets are not allowed in the fenced in pool area.
- Owners that allow unapproved pets/animals shall not be allowed to re-rent the property/premises.

Owner’s Name: \_\_\_\_\_

Tenant’s Name: \_\_\_\_\_

Building & Unit Number: \_\_\_\_\_

Pet Breed/weight/Color: \_\_\_\_\_

Rabies Tag Number:  
\_\_\_\_\_

**I agree to read and follow ALL the Rules and Regulations regarding pets.**

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Tenant #1: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Tenant #2: \_\_\_\_\_ Date: \_\_\_\_\_

**Please include proof of Vaccinations and a picture when submitting application.**



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## By completing, signing and submitting this application, I/We agree to the following:

1. That I/We as a Lessee have received a complete copy of all the Rules & Regulations for the Association and agree to abide by all Rules & Regulations.
2. That I/We understand that I/WE will be advised by Sea Breeze Community Management Services or the Chasewood Office regarding the acceptance or denial of this application and that occupancy of the unit in question prior to approval by Chasewood Officer's is prohibited.
3. Chasewood of Jupiter Condominium Association, Inc. will have a background check(s) run on all occupants 18 years of age and 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 Sea Breeze Community Management 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 in any investigation of my/our background in connection with this application.
4. That any misrepresentation or falsification of information in this application will void and disqualify this application and that the acceptance is contingent in part on the truth and accuracy of the information contained in this application.
5. I/We understand and fully agree not to park any commercial vehicles on the Association property at any time for any reason nor will I/we display a parking permit or guest tag on any commercial vehicle at any time. Parking permit must be displayed on the lower left corner of the driver's side front window of registered vehicles. Parking permits cannot be altered.
6. All persons using the pool do so at their own risk. Chasewood of Jupiter Condominium Association, Inc. is not responsible for accidents or injuries. The Association reserves the right to deny the use of the pool to anyone at any time that fail to abide by the Rules & Regulations of the pool area.
7. Complaint and Workorder Forms are available in the Clubhouse and Clubhouse office hours are posted.
8. Guest policy: Guest(s) are defined as person(s) who are not immediate family such as mother, father, son, daughter, sister, brother or grandchildren who make use of a unit without payment to the owner. They shall be governed by the following rules. Owners must submit names of their guests to the office prior to arrival. Guests must register at the office upon arrival; receive parking stickers and Rules and Regulations of the Association. A guest may stay up to four (4) weeks in any calendar year if the owner is present. In the absence of the owners, a guest is permitted to stay fourteen (14) days in a calendar year.

Signature Applicant #1 \_\_\_\_\_ Date: \_\_\_\_\_

Signature Applicant #2 \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Screening Committee or Appointee

\_\_\_\_\_  
Print Name & Title

\_\_\_\_\_  
Signature of Screening Committee or Appointee

\_\_\_\_\_  
Print Name & Title

### FOR OFFICE USE ONLY:

**Application Fee:** Check Number # \_\_\_\_\_ Amount: \$ \_\_\_\_\_

**Security Deposit:** Check Number # \_\_\_\_\_ Amount: \$ \_\_\_\_\_

# Chasewood of Jupiter COA, Inc.

## **SECURITY DEPOSIT FORM**

The purpose of the amount of one month's rent (refundable) security deposit paid to Chasewood of Jupiter Condominium Association, Inc., is to cover any damage that a tenant may potentially cause to the common elements, including but not limited to: railing damage, stair damage, irrigation damage, lawn and plant damage, parking lot damage, damage to other limited common elements and damage to the recreational area.

The security deposit will be fully refunded upon clearance of the above mentioned. It is the tenant(s) responsibility to submit this form and return it to the Chasewood of Jupiter Clubhouse Office or Sea Breeze Community Management, Inc., to receive the refund.

### **REFUND REQUEST**

*Please Print Clearly*

Security Deposit of \$ \_\_\_\_\_

Pool Key Deposit of \$ \_\_\_\_\_

Returning Key No. \_\_\_\_\_

I/We \_\_\_\_\_ are vacating

Unit # \_\_\_\_\_ on this Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_.

### **Please send our refund check to:**

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

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

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

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

Manager Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Chasewood of Jupiter Clubhouse Office (during normal office hours)  
6381 Chasewood Drive  
Jupiter, FL 33458  
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