

**Coral Springs Villas Condominium Association - Purchase / Lease  
c/o J&L Property Management Inc.**

10191 West Sample Road Suite 203 Coral Springs, Florida 33065

**\*\* It is important that you follow these instructions carefully – It may take up to 30 DAYS FOR APPROVAL AFTER completing your application\*\***

**ANYONE AT THE AGE OF 18 AND OVER NEEDS TO COMPLETE A SEPARATE APPLICATION**

**2 PETS ALLOWED PER HOUSEHOLD - MAXIMUM PET WEIGHT = 25 LBS AT MATURITY**

**600 CREDIT SCORE MINIMUM**

**LEASING IS AVAILABLE IMMEDIATELY AFTER PURCHASE - NO WAITING PERIOD**

**OWNER MUST HAVE PEST CONTROL CONTRACT**

**3 VEHICLES ALLOWED MAX – HOWEVER 3<sup>rd</sup> VEHICLE MUST BE APPROVED BY BOARD**

**PLEASE HAVE THE FOLLOWING DOCUMENTS/FORMS READY - IF YOU DO NOT HAVE THE REQUIRED DOCUMENTS YOU WILL NOT BE APPROVED:**

**PURCHASE REQUIREMENTS**

- a) Applicant and Co-Applicant Photo Identification that demonstrates proof of Permanent U.S. Residency (US Driver's License, US Passport, Green Card, or Naturalization Certificate)
- b) Pet Photo (if applicable)
- c) Purchase Contract signed by all parties
- d) Vehicle Registration for Each Vehicle being kept at the property
- e) Marriage Certificate (if applicable and if married with different last names)
- f) Most Recent (3) Paystubs or Proof of Income
- g) (1) Most Recent Bank Statement
- h) Signed Pest Control Contract by Purchaser

**LEASE REQUIREMENTS**

- a) Applicant and Co-Applicant Photo Identification that demonstrates proof of Permanent U.S. Residency (US Driver's License, US Passport, Green Card, or Naturalization Certificate)
- b) Pet Photo (if applicable)
- c) Lease Agreement signed by the Applicant(s) and the Owner(s) – Owner must be responsible for Pest Control on Lease
- d) Vehicle Registration for Each Vehicle being kept at the property
- e) Marriage Certificate (if applicable and if married with different last names)
- f) Most Recent (3) Paystubs or Proof of Income
- g) (1) Most Recent Bank Statement
- h) Recent Tax Return (If self-employed)
- i) Signed Pest Control Contract by Owner

\*\*\*\*\*Please be advised that there is a **3 Step Process**. It may take up to 30 days\*\*\*\*\*

1/ ~ **COMPLETING THE APPLICATION ~ BACKGROUND CHECK** ~ Once the applicants background check, credit check and required documents are completed with the background check company (Tenant Evaluation), the applicant will receive a text and email from [no-reply@tenantevaluation.com](mailto:no-reply@tenantevaluation.com) with a link to upload the required documents as well as reminders.

**If you pay for an expedited service, this is only for the background check, NOT for approval.**

**\*\*NOTE\*\*** Please ensure that all required documents are submitted to Tenant Evaluation or this can cause further delays in the preliminary review with the J&L Property ~ Sales & Leasing Dept. If you have any technical issues or questions on your background check, please contact them at **(855) 383-6268**.\*\*\*

**The amount of time that it takes to complete the application does not count as the 30 days.\***

**(SEE NEXT PAGE)**

**2/ ~ PROPERTY MANAGEMENT REVIEW** ~ Once your application is completed a preliminary review is conducted by the property management company before submitting to the board. Any communications regarding the application will ONLY be with the applicant and the owner of the property.

**3/ ~ BOARD REVIEW & APPROVAL** – Once all the information is gathered, the completed application is sent to the board for review and approval. You will be contacted if there is an in-person interview.

**\*\*WARNING\*\***

Please be advised that it can take up to 30 days once we receive the completed background check and application. PLEASE GIVE YOURSELF AMPLE TIME TO MOVE INTO YOUR NEW PLACE. **Board members are volunteers** so their time to review can take some time to review, vote and approve and hence the reason for no expedited service. Please do not follow up on an application until 21 business days after your background check is sent to us, the property management company. The best way to follow up is via email so that we can forward your email to all board members as a follow up at one time.

**If there is a document missing or discrepancy in the application and we need clarification and/or correction, the application will be considered incomplete. The 30 days will commence once we have received a completed application.**

**ARE YOU READY TO MOVE FORWARD?**

**\*\*\*(SEE NEXT PAGE FOR ONLINE APPLICATION PROCESS)\*\*\***

**YOU ARE ONE  
STEP CLOSER TO  
YOUR DREAM HOME**



## Coral Spring Villas Condominium

### Step 1

(Before you begin note that a valid major credit card is required and allow 15-20 minutes for the completion of this step)



1) Visit: [www.tenantev.com](http://www.tenantev.com)



2) Enter Code : 6370



3) Ready: Begin your online application!

### Step 2

(allow 15-20 minutes for the completion of this step)



4) Upload/Sign: After step 1 we will be sending an email requesting to Upload and Sign the required documents for your application. Some of the documents required are as follow:

- Photo Identification (Driver's License or Passport)
- Pet Photo (if applicable)
- Lease/Purchase Contract Signed by all parties
- Bank Statement

**Customer Support: 1-855-383-6268**

#### Identity Theft:

You can be charged with identity theft if you enter another person's name or social security number, or any other information other than your own on an application. Conviction for identity theft carries with it some potentially hefty penalties. In fact, the Identity Theft Penalty Enhancement Act signed into legislation in 2004 established identity theft as a federal crime. The law sets the penalty for identity theft at up to 15 years in prison and paying as much as \$250,000 in fines.

**CORAL SPRINGS VILLAS  
CONDOMINIUM ASSOCIATION, INC.**

**IMPORTANT NOTICE**

**Amendment to the Parking Rules and Regulations**

Effective October 1, 2006, vehicles belonging to all residents in Coral Springs Villas will be required to display the new Association decal in order to park in the community. Decals will be made available at poolside on Saturday, September 16 and Sunday, September 17 and on Saturday, September 23 and Sunday, September 24 during the hours of 1:00 p.m. - 4:00 p.m.

In addition, each unit will be given one (1) guest tag. This tag should be placed on any vehicle that is parked on the property that is visiting your unit. Any vehicle parked on the property without the proper decal may be towed at the owner's expense and liability. There will be no further notice given!! This policy is being enacted to promote safety and security for all residents within the community.

To obtain a decal you must provide the following:

- The vehicle and vehicle registration.
- A completed copy of the enclosed Resident Information form.
- Driver's License, light bill, phone bill, deed or mortgage showing proof of residency.
- Tenants must provide a copy of current lease.

Any vehicle violating the governing documents will not be issued a decal. Such vehicles include, but are not limited to, commercial vehicles.

Should you be unable to obtain a decal at poolside on the scheduled days, you will be required to bring your vehicle and above listed information to J & L Property Management in order to receive a decal.

Should you have any questions, please feel free to J & L Property Management at (954)753-7966.

Board of Directors

NOTICES-CSV-AMEND-PARKING R&R-806

**CORAL SPRINGS VILLAS CONDOMINIUM ASSOCIATION, INC**

**Coral Springs Villas Condominium Association, Inc.**  
**c/o J & L Property Management, Inc.**  
10191 West Sample Road - Suite #203 Coral Springs, Florida 33065  
(954) 344-5353 Fax (954) 344-5399

**RULES AND REGULATIONS**

(Version approved 5/20/97 by Board of Directors)

1. No articles, fabrics, material, signs; rugs, laundry or other item of any kind shall be hung from or attached to doors, windows, windowsills, exterior walls, railings, fences, the buildings, stairs or other common areas or common elements of the property.
2. No personal property of any kind may be stored in the common areas, limited common areas, patios, stairwells, landings or grounds **with** the exception that lawn furniture, operational outdoor grills, potted plants and fully assembled bicycles (no parts or tires not part of the assembled bicycle) may be stored on the ground floor patios behind the fences. For example, no automobile tires, wood, plastic wading pools, tools, non-patio furniture, trash or debris, containers, toys window and door screens may be stored outside. Second floor units are not permitted to store any item outside the condominium unit including bicycles, chairs, potted plants, and grills. Potted plants are permitted **in** the ground floor patio areas only; however, not on the fences.
3. No automotive work may be done on the premises, including but not limited to: oil changes, brake work and coolant or oil refilling. No car washing is permitted on the grounds, common areas and common elements. Hose bibs and the water supply may be used for building and grounds maintenance only and only by authorized association employees or contractors. Water shall not be used for filling wading pools or for commercial purposes.
4. Each owner or tenant shall keep each of the respective condominium units in good state of preservation and cleanliness and shall not sweep or throw or permit to be swept or thrown any substance or material from the doors, windows or landings of the property. Said owner or tenant shall keep each of the respective condominium units free of insects and other pests through proper cleanliness and extermination. Said owner or tenant shall not store trash or debris outside each of the respective units, even on a short-term basis.
5. No Back-In Parking.
6. No ball playing in grassy areas.
7. No loitering at any time in stairwells or after hours at pool.
8. No owner shall make or permit to be made noises or act in any manner that will disturb or annoy the occupants of any of the units or do or permit anything to be done which will interfere with the rights, or comfort or convenience of other owners or tenants. For example, no bicycles or toys may be parked or chained on the stairways, landings and sidewalks, even on a temporary basis. Recorded and live-performances of music must be at levels to not bring attention to it by any other occupant in the building. This is enforceable at all times - not just during city noise ordinance periods. If music, etc. from your unit can be heard outside your unit, you are in violation.

9. No awnings, window guard, security bars, light reflective materials, storm shutters, ventilators, fans or air-conditioning devices shall be used in or about the unit except if approved in writing by the Board of Directors. The exterior of the units may not be altered in any way without the prior written approval of the Board of Directors. No supplemental cooking or heating devices may be used inside the unit that fail to meet the requirements of city and fire ordinances, or if a threat to the safety of other occupants of the buildings.
10. No sign, notice or advertisement shall be inscribed or exposed on or at any window or other part of the property or on vehicles parked at the property without the prior written consent of the Board of Directors.
11. No owner shall request or cause any employee of the Condominium Association to perform the private business of the owner at the expense of the association, except as shall have been approved in writing by the Board of Directors.
12. No radio television or satellite dish shall be attached to, or hung from the exterior of the buildings and no transmitting equipment shall be operated in a unit. This prohibition does not apply to any master television antenna system or cable system.
13. No owner shall use or permit to be used or disposed of on-site any inflammable or environmentally sensitive oil or fluids such as gasoline, motor oil, kerosene, naphtha or benzene, or other potentially explosive or inflammable substance or items deemed by the Board of Directors to be hazardous or a threat to the environment.
14. No nameplates or other posted information may be placed on buildings or doors except as approved by the Board of Directors.
15. The Condominium association, in accordance with Florida Statute, may retain keys allowing access to each unit. Where practical, entry will be made by pre-arrangement with the unit owner.
16. Pets must be kept on a leash at all times, and must be walked in designated areas only. Pets may not be left unattended or tied on the property. Cats must be kept inside the units unless on a leash and properly attended. No dogs over 25 pounds are permitted at the property. Owners are responsible for all acts of pets and damages to the common areas. Animal waste must not be permitted to remain on the grounds-immediate clean up is required of the pet owner.
17. Food and beverages may not be prepared or consumed in the common areas or common elements including pool area. All food and beverage debris, cups, bottles, containers, wrappings or any other waste material must be properly disposed of in the dumpster or personal trash containers. Owners and tenants are responsible for the cleanliness of the grounds contiguous to each respective unit the entrance areas at each unit must be kept free of trash, debris and personal property. Unit owners and tenants and their children and guests must pick up after themselves and police the grounds.
18. Dumpsites are provided for the disposal of household garbage and trash only. The gates to the dumpster compound must be kept closed at all times. Dump sites and the dumpster areas must not be used for the disposal of furniture, mattresses, appliances, bicycles, metal, concrete and wood objects, construction materials landscape cuttings brought in from off-site and any other personal property. All garbage and trash must be placed inside the dumpsites and not on the grounds. Children not capable of placing the

garbage and trash inside the dumpsters must not be given that responsibility. No household garbage or trash may be temporarily left outside any condominium unit. All items and materials not considered household garbage or trash must be transported by the owner or tenant to the Coral Springs Transfer Station on Saturday or Sunday at the western end of Wiles Road. Owners and tenants shall be charged for items required to be transported by the association as a result of this violation.

19. Parking is permitted in assigned and striped areas and guest spaces only. Recreation vehicles commercial vehicles, boats and trailers may not be parked on the property. Motorcycles and mopeds must be parked in assigned spaces only - not on sidewalks, landings or at the end of a parking space occupied by another vehicle. No overnight parking is permitted on the grounds except for authorized vehicles. No person may occupy a vehicle overnight on the property. No electrical cords or water hoses may be connected to any vehicle on the grounds. No vehicle sanitation lines may be opened or cleaned on the property. Each unit has an assigned parking spot for the exclusive use of the owner or the owner's tenant. Unauthorized use of assigned parking spaces shall be deemed a parking violation. See Rule 17 for enforcement provision.
20. Any vehicle which appears to be abandoned or parked in violation of parking rules and regulations shall be towed in accordance with the Florida Statutes at the expense of the owner of the vehicle. Parking violation stickers shall be posted on abandoned vehicles or vehicles in violation of parking Rules and Regulations and shall be towed without further notice to the owner of the vehicle. Vehicles shall be considered abandoned if not moved in seven days and one or more of the following conditions exist: Florida tags are missing or expired; a tire is left flat and not repaired in a reasonable period of time; tire air-pressure is low indicating that the vehicle is not drivable; the vehicle has been damaged and is evidently not drive able; vehicle body parts are left on the ground; or any other condition of a vehicle which would indicate to a prudent person that it is not operational. No vehicle storage or repair is permitted on the property. Vehicles are defined as all motorized forms of transportation including cars, trucks, motorcycles, etc. No vehicle is to be parallel parked along the east side of the fenced court, the north side of building #3 (see no parking sign at this location), or the west side of buildings #1 and #10.
21. Posted swimming pool rules shall be enforced as required by Florida Statutes and the Florida Department of Health and Rehabilitation to ensure safe and sanitary conditions. Even in the absence of posted rules, the following rules apply: hours of operation are 8:00 AM to 10:00 PM seven days per week no more than 15 persons may occupy the pool at one time; showering is required prior to anyone entering the water; food and drink in the pool area is banned at all times; animals are not permitted in the water or on the pool deck at any time; no running or diving is permitted; children under 15 years of age are prohibited from using the pool unless under the supervision of a responsible adult; unsupervised children under 15 years of age shall be asked to leave the pool area; pool area gates must be kept closed at all times; trash and debris must be disposed of in the trash containers or dump sites; no climbing or sitting on the pool fence is permitted; the pool and pool deck is reserved for residents and their guests only. No bicycles, skates, rollerblades, scooters or skateboards are permitted in the pool area.
22. A walled and gated recycle area is provided adjacent to the dump sites compounds. Keep the gates closed at all times. Newspapers must be placed in the appropriate blue recycle bins - never on the ground. Do not use plastic bags for any purpose at the recycle bins. Do not place any item whatsoever on the ground in the recycle bin including paper, plastic, cans abandoned furniture and appliances.

23. Owners are responsible for the actions of their tenants, guests and guests of their tenants.
24. The Condominium association must be presented with a copy of all leases.

The above listed Rules and Regulations have been promulgated by the Board of Directors in accordance with Florida Statutes and the condominium documents of Coral Springs Villas Condominium Association. The management company is directed to reasonably and impartially enforce these Rules and Regulations and to report violations to the Board of Directors, the authority to fine is stated in the association's governing Documents. No fine may be levied until notice and opportunity for hearing has been given to the owners. The owner is held liable for violations of Rules and Regulations by tenants. Owners must ensure that leases include provisions for enforcement of Rules and Regulations and fines in accordance with the condominium documents. Violations of Rules and Regulations shall result in fines up to \$1,000.00 per incident. Continuing violations shall result in fines not exceeding \$1,000.00.

RULES AND REGULATIONS SHALL BE ENFORCED AND FINES IMPOSED IN THE BEST INTERESTS OF THE PROPERTY AND THE CORAL SPRINGS VILLAS CONDOMINIUM ASSOCIATION BOARD OF DIRECTORS CORAL SPRINGS VILLAS CONDOMINIUM ASSOCIATION, INC.

CALL THE MANAGEMENT COMPANY TO REPORT ALL VIOLATIONS AND IDENTIFY THE OWNER OR TENANT RESPONSIBLE B J & L PROPERTY MANAGEMENT (954) 753-7966

THE RESPONSIBLE PARTY WILL BE BILLED AND COLLECTION PROCEEDINGS SHALL BE INSTITUTED,