

**APPLICATION FOR APPROVAL TO "LEASE" A UNIT**

**FAIRWAYS II AT MARCO SHORES CONDOMINIUM ASSOCIATION, INC.**

C/O Spinnaker Cay Management  
PO Box 2397 Marco Island, FL 34146  
Office: (239) 642-8872

**TO: The Board of Directors of Fairways II Condominium Association, Inc.**

I/ We hereby apply for approval to lease Address/Unit No.: \_\_\_\_\_ at  
Fairways II for a period beginning \_\_\_\_\_ and ending \_\_\_\_\_.

**1. Current Unit Owner's Name(s):** \_\_\_\_\_

**2. Full Name of Applicant:** \_\_\_\_\_

**Social Security #:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Current Street Address/City/State/Zip:** \_\_\_\_\_

**Telephone(home/cell):** \_\_\_\_\_ **Telephone(business)** \_\_\_\_\_

**Email:** \_\_\_\_\_

**3. Full Name of Co-Applicant/Spouse:** \_\_\_\_\_

**Social Security #:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Current Street Address/City/State/Zip:** \_\_\_\_\_

**Telephone(home/cell):** \_\_\_\_\_ **Telephone(business)** \_\_\_\_\_

**Email:** \_\_\_\_\_

**4. Other Family Members to Occupy the Unit on a Regular Basis**

(\*\*All individuals 18 years of age or older require background/and or criminal investigation,  
which require SS#, DOB, Fees and Picture Identification\*\*)

**Name/Age/Relationship to Applicant:** \_\_\_\_\_

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**5. Person(s) to be Notified in an Emergency:** \_\_\_\_\_

**Telephone (home/cell):** \_\_\_\_\_ **Telephone (other)** \_\_\_\_\_

**6. Specify All Vehicles to be Parked on the Premises:**

(Please note the Rules and Regulations of parking and vehicles for this property)

Make \_\_\_\_\_ Model \_\_\_\_\_ Tag No. \_\_\_\_\_ State \_\_\_\_\_

Commercial Vehicle: YES or NO

Make \_\_\_\_\_ Model \_\_\_\_\_ Tag No. \_\_\_\_\_ State \_\_\_\_\_

Commercial Vehicle: YES or NO

**7. Have any of the applicants or occupants residing in the unit, been convicted of a felony?**

If yes, please note the county and state it took place.

\_\_\_\_\_  
\_\_\_\_\_

**8. Any litigation such as evictions, law suits, judgments, bankruptcies, foreclosures, etc?**

If yes, please explain detail and dates: \_\_\_\_\_

\_\_\_\_\_

**9. Are any of the Applicants a current Service Member, to include any person serving as a member of the United States Armed Forces on active duty or state active duty and all members of the Florida National Guard and United States Reserve Forces?**

\_\_\_\_\_ YES \_\_\_\_\_ NO

**Applicant's Affidavit:**

*"I am familiar with, received, and agree to abide by the association's Declaration of Condominium, the Bylaws, and the published Rules and Regulations. I understand and agree that the Association, in the event that my lease is approved, is authorized as the owner's agent with full authority and power to take whatever action may be necessary, including eviction, to prevent violation by lessees and guests of the provisions contained in the above documents. I represent that the information stated is factual and correct and I agree that any misrepresentation in this application and the references given, as well as an investigation into my background and that of the 'other occupants' listed above. If this Association requires an interview, I agree to be available for an interview with the designated representatives of the Association."*

**Applicant (sign):** \_\_\_\_\_ **Date:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Co-Applicant (sign):** \_\_\_\_\_ **Date:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**INSTRUCTIONS AND REQUIREMENTS FOR LEASE**

- A complete and signed copy of the Lease Agreement is attached/included
- \$50.00 PER APPLICANT** (including occupants over 18 Years of age); payable to Fairways II
- \$50.00 processing fee payable to CMA
- Copy of photo identification for all applicants and occupants 18 years of age
- Applicant/Co-Applicant are prohibited to move in to unit prior to Board of Directors approval of lease
- All fees associated with this lease application are non-refundable and non-transferable
- I/we understand pets of any kind are prohibited by tenants within the condominium at all times
- Three letters of reference

Applicant (sign): \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Co-Applicant (sign): \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**OFFICE USE ONLY**

**This Application is...**

Approved (sign): \_\_\_\_\_ Date: \_\_\_\_\_

Disapproved (sign): \_\_\_\_\_ Date: \_\_\_\_\_

**FAIRWAYS II PARKING SECURITY PROGRAM**

**RENTERS WILL REQUIRE A “TEMPORARY PARKING PASS” WHICH WILL BE PROVIDED BY THE ASSOCIATION. THE PARKING PERMIT IS OBTAINED BY CALLING 413-531-8652. THESE PASSES WILL INCLUDE THE UNIT NUMBER AND THE DURATION OF THE LEASE AND SHOULD BE DISPLAYED ON THE VEHICLE REARVIEW MIRROR WHEN ON PROPERTY.**

**A “GUEST PARKING PASS” WILL ALSO BE REQUIRED FOR VISITORS WHO WILL BE STAYING WITH OWNERS FOR MORE THAN TWENTY FOUR (24) HOURS. THESE CAN BE OBTAINED FROM THE ASSOCIATION BY CALLING 413-531-8652. THESE PASSES WILL INCLUDE THE UNIT NUMBER AND DURATION OF VISITATION.**

**ANY VEHICLE FOUND TO BE IN VIOLATION OF THE ABOVE PARKING REQUIREMENTS WILL BE SUBJECT TO REMOVAL AT THE OWNER’S EXPENSE.**

**TO: UNIT OWNERS OF FAIRWAYS II**

**FROM: Fairways II Board of Directors**

**As a reminder to all owners/renters/lessees, please adhere to the appearance and maintenance of Fairways II property being certain that sidewalks, walkways, entrances and stairs must not be obstructed or encumbered or used for any purpose other than ingress and egress to and from the units, nor shall flower pots, topiaries, benches, tables or any other object of similar type and nature be left therein or thereon.**

**Personal property of unit owners/renters/lessees shall not be stored outside their units.**

**No Garbage cans supplies, containers, or other articles shall be placed in or on walkways or entryways, nor shall any towels, rugs, mops or laundry of any kind, or other articles be shaken or hung from any windows, entry ways.**

**Sweeping, throwing of any dirt, waste or other substances are not allowed to fall from entryways, or doors of the premises.**

**Refuse and garbage shall be deposited ONLY in the area provided therefore. All Garbage MUST be bagged. Large items, namely furniture, tables, chairs, mattresses, cabinets, TV stands, small and large appliances, automobile batteries, tires, must not be placed in the dumpster or the area surrounding the dumpster. Waste Management will pick-up such items upon your request. Should those items be placed in the dumpster or in the dumpster area, Waste Management will NOT pick up. A fine will be imposed on the offender.**

**Many of items can be donated to a variety of charitable organization and most of the time, they will pick up.**

**PLEASE POST THESE RULES IN YOUR CONDO**