

# **PARKWOOD SQUARE BUILDING B, A CONDOMINIUM**

## **SALE/LEASE APPLICATION**

Applications **MUST** allow up to  
Fifteen (15) days for processing and review.

All Applications **MUST** be submitted to  
**AMERITECH COMMUNITY MANAGEMENT**  
Along with your **NON-Refundable \$100.00 Application Fee.**

Please make all Checks or Money Orders payable to  
**PARKWOOD SQUARE BUILDING B**  
No application will be processed without the Application fee.

If this is a Lease , please attach a copy of the lease to this  
Application. If this is a Sale a copy of the Sales Contract Is  
also needed.

**\* Please provide a copy of your driver's license or a photo ID card**

Upon Receipt of application and application fee, a background check  
will be ordered. Upon Receipt of the findings from the background check  
An appointment will be made by the Welcome Committee.  
**This meeting **MUST** be held BEFORE THE CLOSING.**

**AMERI-TECH COMMUNITY MANAGEMENT, INC.**  
**6415 1<sup>ST</sup> Avenue South St. Petersburg, FL 33707 (727) 726-8000 24hrs (727) 873-7307 Fax**  
**(Check out our website for the latest updates@ [www.ameritechcompanies.com](http://www.ameritechcompanies.com) )**

**PARKWOOD SQUARE BUILDING B, APPLICATION FOR APPROVAL OF SALE OR LEASE**

DATE: \_\_\_\_\_ CLOSING AGENT: \_\_\_\_\_ PHONE: \_\_\_\_\_

UNIT: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

( ) Application - Sale or Transfer Date of Closing: \_\_\_\_\_

( ) Application - Lease Term of Lease: From \_\_\_\_\_ to \_\_\_\_\_

PLEASE PRINT AND FURNISH STREET ADDRESSES, INCLUDING ZIP CODES:

1. Name(s) and address of Seller, Transferor or Lessor:  
\_\_\_\_\_  
\_\_\_\_\_
2. Name(s) of Purchaser, Transferee or Lessee:  
\_\_\_\_\_  
\_\_\_\_\_
3. Please provide Date of Birth of Purchaser, Transferee or Lessee:  
\_\_\_\_\_
4. Name of Spouse with Date of Birth:  
\_\_\_\_\_
5. Occupation: \_\_\_\_\_
6. Home Address: \_\_\_\_\_
7. Number of Children with ages: \_\_\_\_\_
8. Pets (Describe including weight): \_\_\_\_\_
9. Names of all persons who will occupy this unit:  
\_\_\_\_\_  
\_\_\_\_\_
10. Relationship of each to applicant:  
\_\_\_\_\_  
\_\_\_\_\_
11. Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

COMPLETE ON APPLICATION FOR APPROVAL OF LEASE ONLY

LEASE TO BE FOR A MINIMUM OF 1 YEAR

12. Last Address: \_\_\_\_\_  
Name of Landlord (if rental property): \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Length of Stay: From: \_\_\_\_\_ to \_\_\_\_\_  
Next to last address: \_\_\_\_\_  
Name of Landlord (if rental property): \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Length of Stay: From: \_\_\_\_\_ to \_\_\_\_\_

**PARKWOOD SQUARE BUILDING B**  
**APPLICATION FOR APPROVAL OF SALE OR LEASE**

**13. BANK REFERENCE:** \_\_\_\_\_

This Application is submitted by the undersigned applicant who hereby consents to such inquiry concerning himself and family as the Association deems necessary. The undersigned applicant affirms that he or she has read the foregoing and agrees to observe and abide by the PARKWOOD SQUARE BUILDING B. Rules and Regulations, Declaration of Condominium, Bylaws and Land Lease, receipt of copies of which are hereby acknowledged by applicant.

The above information is true and accurate to the best of my knowledge and is provided to **PARKWOOD SQUARE BUILDING B.** with the full knowledge that the Association may investigate any information so provided. It is also understood that should the application not be completely or accurately filled out and properly signed, it may be returned not processed and not approved. **FALSIFICATION CONTAINED HEREIN WILL RESULT IN IMMEDIATE REJECTION.I/VE CERTIFY THAT HAVE BEEN PROVIDED WITH, HAVE READ, UNDERSTAND, AND PLEDGE COMPLIANCE WITH THE DOCUMENTS OF PARKWOOD SQUARE VILLAS CONDOMINIUM, INC. A COUPONBOOK SHOULD BE TRANSFERRED TO THE NEW OWNER UPON CLOSING.A BACKGROUND/CREDIT CHECK WILL BE PERFORMED BEFORE ANY APPROVALS.**

SIGNATURE: \_\_\_\_\_  
(Applicant)

SIGNATURE: \_\_\_\_\_  
(Seller, Transferor, or Lessor)

SIGNATURE: \_\_\_\_\_  
(Real Estate Agent)

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

PARKWOOD SQUARE BUILDING B: \_\_\_\_\_

By: \_\_\_\_\_

Please allow a minimum of fifteen (15) days for processing. If approved, and Approval of Application will be mailed to the Seller, Transferor, Lessor or real estate agent at the above address.

Please send your completed application and copy of sales contract to:

**AMERITECH COMMUNITY MANAGEMENT**  
**6415 1<sup>ST</sup> Avenue South**  
**St Petersburg, FL 33707**

An application fee of \$100.00 must be submitted with this form.

DATE \_\_\_\_\_

CUSTOMER NUMBER 2325 - AMERI-TECH

**TENANT INFORMATION FORM**I / We \_\_\_\_\_, prospective  
tenant(s) / buyer(s) for the property located at \_\_\_\_\_,

Managed By: \_\_\_\_\_ Owned By: \_\_\_\_\_

Herby allow TENANT CHECK LLC and or the property owner / manager to inquire into my / our credit file, criminal, and rental history as well as any other personal record, to obtain information for use in processing of this application. I / we understand that on my / our credit file it will appear the TENANT CHECK LLC has made an inquiry. I / we cannot claim any invasion of privacy or any other claim that may arise against TENANT CHECK LLC now or in the future.

**PLEASE PRINT CLEARLY****TENANT INFORMATION:**

SINGLE \_\_\_\_\_ MARRIED \_\_\_\_\_

SOCIAL SECURITY #: \_\_\_\_\_

FULL NAME: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

DRIVER LICENSE #: \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_

HOW LONG? \_\_\_\_\_

LANDLORD &amp; PHONE: \_\_\_\_\_

PREVIOUS ADDRESS: \_\_\_\_\_

HOW LONG? \_\_\_\_\_

EMPLOYER: \_\_\_\_\_

OCCUPATION: \_\_\_\_\_

GROSS MONTHLY INCOME: \_\_\_\_\_

LENGTH OF EMPLOYMENT: \_\_\_\_\_

WORK PHONE NUMBER: \_\_\_\_\_

HAVE YOU EVER BEEN ARRESTED?  
(CIRCLE ONE) YES ☐ NO ☐HAVE YOU EVER BEEN EVICTED?  
(CIRCLE ONE) YES ☐ NO ☐**SIGNATURE:** \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**SPOUSE / ROOMMATE:**

SINGLE \_\_\_\_\_ MARRIED \_\_\_\_\_

SOCIAL SECURITY #: \_\_\_\_\_

FULL NAME: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

DRIVER LICENSE #: \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_

HOW LONG? \_\_\_\_\_

LANDLORD &amp; PHONE: \_\_\_\_\_

PREVIOUS ADDRESS: \_\_\_\_\_

HOW LONG? \_\_\_\_\_

EMPLOYER: \_\_\_\_\_

OCCUPATION: \_\_\_\_\_

GROSS MONTHLY INCOME: \_\_\_\_\_

LENGTH OF EMPLOYMENT: \_\_\_\_\_

WORK PHONE NUMBER: \_\_\_\_\_

HAVE YOU EVER BEEN ARRESTED?  
(CIRCLE ONE) YES ☐ NO ☐HAVE YOU EVER BEEN EVICTED?  
(CIRCLE ONE) YES ☐ NO ☐**SIGNATURE:** \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**IMPORTANT**

Please complete this form and return it to Ameri-Tech with your owner/tenant application. Applications received without this form will not be processed.

**IF THE WRONG SOCIAL SECURITY NUMBER IS SUBMITTED, A SECOND APPLICATION FEE WILL BE CHARGED TO RE-PULL THE REPORT.**

A CREDIT REPORTING SERVICE PROVIDING CREDIT REPORTS FOR  
REALTORS / PROPERTY MANAGERS / APARTMENT COMPLEXES /  
MOBILE HOME PARKS / CONDOMINIUM ASSOCIATIONS / EMPLOYERS

## PARKWOOD SQUARE APTS B

Please Return to Ameri-Tech Community Management, Inc.

6415 1<sup>st</sup> Avenue South St. Petersburg, FL 33707

E-mail : [ackerk@ameritechmail.com](mailto:ackerk@ameritechmail.com) – Phone - 727-726-8000 Ext 252 – Fax 727-873-7307

### EMERGENCY CONTACT INFORMATION FOR OWNER OR TENANT

PROPERTY ADDRESS \_\_\_\_\_ UNIT \_\_\_\_\_

Please complete the form below by PRINTING the requested information, sign & date and either hand-deliver, mail, or scan & email to Ameri-Tech Community Management c/o GLORIA REED.

Homeowners Name(s) \_\_\_\_\_

Resident Address \_\_\_\_\_ Unit \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

Home Telephone Number \_\_\_\_\_

Work Telephone Number \_\_\_\_\_ Text Cell Phone: YES or NO

Email \_\_\_\_\_ Cell # \_\_\_\_\_

Nearest Contact (relative, friend, neighbor) with a key (in case of emergency)

Name \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

Nearest Relative (in case of emergency)

Name \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

TENANT(s), if applicable \_\_\_\_\_

Home Telephone Number \_\_\_\_\_

Work Telephone Number \_\_\_\_\_ Text Cell Phone: YES or NO

E-mail \_\_\_\_\_ Cell # \_\_\_\_\_

Number of Person(s) occupying unit

Number of Pets (and type)

Adults(s) \_\_\_\_\_ Children \_\_\_\_\_

Dogs \_\_\_\_\_ Cats \_\_\_\_\_ Other \_\_\_\_\_

Vehicle(s) \_\_\_\_\_ Make/Yr \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_ TAG Number \_\_\_\_\_

PLEASE SIGN AND DATE BELOW:

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Owner Signature (if applicable)

\_\_\_\_\_  
Date

☐ I give permission to share my personal information (phone numbers, e-mail & address) with other PARKWOOD SQUARE APTS B. owners.

**PARKWOOD SQUARE BUILDING B, A CONDOMINIUM**  
**RULES AND REGULATIONS      REVIEWED/REVISED JANUARY 2008**

Each owner, invitee, relative, guest, or otherwise, hereinafter referred to as Occupant of the Condominium Parcel, shall in addition to the obligations and duties as set forth in the Declaration of Condominium, the By-laws or any amendments thereto, be governed by the following regulations:

1. Each owner has the right to sell or lease his apartment provided that the provisions Of the Condominium Association and these Rules and Regulations are followed. The Board of Directors of the Condominium must approve the proposed purchaser, or lessee. A background check and interview by the Board of Directors must be done before any sale of lease is completed. This is the responsibility of the owner, and if not done the Board of Directors has the right to negate any such agreement.
2. Each occupant shall maintain his/her apartment in good condition and repair, including all internal surfaces within or surrounding his/her apartment and maintain and repair the fixtures therein. Each occupant shall pay promptly for any utilities, which are metered, separately to his/her apartment.
3. Common areas of the building, such as walkways, laundry facilities, storage areas, landscaped and grassed areas, shall be used only for the purpose intended. No articles belonging to the apartment occupants shall be kept in such areas, either temporarily or otherwise.
4. Apartment owners are reminded that alteration and repair of the apartment building is a responsibility of the Association, except for the interior of the apartments. No exterior painting of doors or buildings, or additions such as screen doors or lighting fixtures or any other item whatsoever, and no alteration, modification, change or removal may be made of any interior wall without first obtaining written approval of the condominium association, with the exception of painting.
5. No occupant may make or permit anything to be done or performed on, in or about the premises which would result in an increase in insurance premiums
6. No occupant may make or permit any disturbing noises in building or on the condominium property. Whether made by himself/herself, their family, friends, guests or servants, nor to permit anything to be done by such persons that would interfere with the rights, comforts, or other conveniences of other occupants.
7. NO radio or television antenna or antennas, satellite dishes, or any wiring for such purposes may be installed on the exterior of the building or upon the Condominium property without the prior written consent of the Association.
8. Disposition of garbage and trash shall be only by the use of garbage disposal units, or by use of receptacles supplied by the Association. Large items such as furniture pieces, should be left inside the enclosure and a call made for special pickup, this will be at the expense of the owner.
9. Each apartment may identify occupant by a nameplate of a size and type approved by (be Association and mounted in a place and manner so approved.
10. No signs, advertising, or notices of any kind or type whatsoever, including but not limited to, "For Rent" or "For Sale" signs, shall be permitted to be displayed on the exterior of any apartment; nor shall the same be posted or displayed in such a manner to be visible from the exterior of any apartment.
11. All automobiles shall be parked only in the parking spaces so designated for that purpose by the Association. The parking spaces will be designated by the owner's apartment number. All commercial vehicles of any kind or description, campers, boats and boat trailers, unregistered or inoperable vehicles or expired tag vehicles are specifically prohibited from any portion of the condominium property and will be towed at the expense of the owner.
12. Parking spaces designated for guest parking are to be utilized for that purpose only. If an exception is needed it will be considered and be granted by the Board of Directors.
13. Each apartment occupant shall maintain his/her apartment in a clean and sanitary manner. Each apartment occupant may provide his apartment with laundry and drying equipment subject to approval by the Board. Licensed contractors must do all work. No drying of laundry will be permitted outside of the occupants' apartment, except in the laundry room. Laundry that is washed in the Laundry room must be machine dried or removed from the laundry room.
14. Each apartment shall be used only for the purpose of a single-family residence of persons and for no other purpose whatsoever, excepting upon specific approval in writing from the Association. Said approval may be revoked or suspended without notice at the discretion of the Association.
15. All official notices of PARKWOOD SQUARE BUILDING B, A CONDOMINIUM shall be posted on designated bulletin boards. No member shall make or permit to be made, any written, typed or printed notices of any kind whatsoever, or post the same on the bulletin boards, mail or otherwise circulate it to members, which purports or represents to be, an official act or notice of the Association. Notices of a social nature or purpose by a member in his capacity as a member, to other members are specifically excluded, provided that such notices shall bear the signature of the member or members making or uttering such notices and shall be fully responsible for the contents thereof.
16. No dogs, cats, or other pets are allowed to be kept in, on, or about the condominium property. Upon written permission from the Board, a dog or cat may visit for no more than two weeks in any six month period.