



# Magnolia Lane Condominium Association

## Application for Lease/Purchase

**Listed below are procedures and documents that will be required for approval of lease:**

**The application date and its processing time are determined from the moment a fully completed application is submitted, with no missing documents. Incomplete applications, which lack necessary documents, will not be processed.**

Please complete and sign all required forms. When application package is submitted, it must contain all the following:

1. This application for the lease must be fully completed by all prospective tenants.
2. You must be at least 25 years old to be approved by the association.
3. A fully completed lease must be attached to this application.
4. A non-refundable application fee of **\$100.00 per person** (over the age of 18) or **\$150.00 per married couple** must be attached to this application. A non-refundable processing fee of **\$50.00** per application must be attached to this application. Please make money order or cashier's check payable to **Assoc MGR**.
5. **Personal checks/cash are not accepted, ONLY money orders or cashier's checks.**
6. Copies of: Driver's License, Social Security Card, Green Card, US Passport or Visa, Vehicle Registration, Insurance for all applicants over the age of 18 and all vehicles in the property.
7. The completed package must be submitted to the Association's management agent, whose name appears below, at least thirty (30) working days prior to an interview meeting:

**Magnolia Lane Condominium Association c/o Assoc MGR  
7417 SW 152 Ave (Clubhouse)  
Miami, FL 33193  
Telephone: (305) 901-6840**

**Upon receipt of the completed paperwork, your application will be processed. Please allow at least 30 days for the processing of application.**

**Acknowledged and Agreed:**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Magnolia Lane Condominium Association

## Application for Lease/Purchase

### Restrictions:

- The unit may not be occupied or used for storage of the applicant's personal property without the prior written approval of the Association.
- Prior to moving in, all applicants shall be required to attend an "Interview Meeting", at such time as may be scheduled by the Association.
- Occupancy shall be limited to (2) persons per bedroom.
- No pets will be allowed for rental units.
- Tenants under contract may not sublease, sub-rent, or assign leases to 3<sup>rd</sup> parties.
- Moving hours are **Mondays through Saturdays from 8:00am to 5:00pm.**
- Tenants may not move in on Sundays or Holidays.

**The enclosed application package must be completed in full and returned to Management at least 30 days prior to desired occupancy.**

### Acknowledged and Agreed:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Magnolia Lane Condominium Association

## Application for Lease/Purchase

In as much as the Board of Directors desires to provide for homogenous, compatible, and financially secure community at Magnolia Lane Condominium Association, it is the resolution of the Board of Directors to adopt the following criteria for approving or disapproving all future applicants who desire to own, lease, or otherwise acquire residences in Magnolia Lane Condominium Association.

- The credit standing of the applicant.
- The financial statement of the applicant in case of sale.
- The number of occupants
- The experience of the applicant as a lessee or tenant
- The applicant's purpose of acquiring the unit.
- The length of the planned occupancy in case of a rental.
- The existence of pets.
- The present owner's financial standing with the association.
- The completeness of the application.
- The verification and accuracy of all matters contained in the application.
- The payment of the approval-processing fee.
- The perceived willingness to abide by the condominium Lifestyle.
- The number and type of vehicles to be kept on the condominium property.
- The applicant's attendance at the Association's screening interview.
- The existence of any violation by the present unit owner.

### **Acknowledged and Agreed:**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Magnolia Lane Condominium Association

## Application for Lease/Purchase

I/We understand that acceptance for lease of a resident in the Magnolia Lane Condominium Association, Inc. is conditioned upon the approval of the Board of Directors of the Magnolia Lane Condominium Association, Inc. Accordingly, I/We hereby agree for myself on behalf of all persons who may use the unit which I/We seek to lease at the Magnolia Lane Condominium Association, Inc. that I/We will abide by all restrictions contained in the Bylaws, Rules and Regulations or Restrictions which may in the future be imposed by the Board of Directors.

I/We have received a copy of the Rules and Regulations.

Yes \_\_\_\_\_ No \_\_\_\_\_

I/We understand that the Board of Directors of Magnolia Lane Condominium Association Inc. may cause to be instituted as such as investigation of my/our background as the Board may deem necessary. Accordingly, I/we specifically authorize the Board of Directors of Magnolia Lane Condominium Association, Inc. to make such investigation, and that the Board of Directors and Officers of Magnolia Lane Condominium Association, Inc., itself shall be held harmless from any action or claim by me/us in connection with the use of the information contained herein or any investigation conducted by the Board of Directors.

I/we understand that subleasing or occupancy of this unit in my/our absence is not permitted without prior approval of the Board of Directors.

In making the foregoing application, I/we are aware that the decision of the Board of Directors of Magnolia Lane Condominium Association Inc. will be final and that no reason will be given for any action taken by the said Board. I/we agree to be governed by the determination of the Board of Directors.

**Applicant's Name:** \_\_\_\_\_

**Applicant's Signature:** \_\_\_\_\_

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

**CO-Applicant's Name:** \_\_\_\_\_

**CO-Applicant's Signature:** \_\_\_\_\_

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



## APPLICATION COVER SHEET

**TYPE OR PRINT**

**THIS FORM MUST BE LEGIBLE IN ORDER FOR APPLICATION TO BE PROCESSED**

DATE OF APPLICATION:			
NAME OF COMMUNITY:			
EMAIL RESULTS BACK TO:			
PROPERTY ADDRESS:		OWNER'S MAILING ADDRESS:	
MOVE IN DATE:		# OF APPLICANTS:	

### APPLICANT 1

NAME:			
ADDRESS:			
CITY:	STATE:	ZIP CODE:	
CELL NUMBER:	HOME PHONE NUMBER:		
EMAIL:			
SS#:	DOB:	Current Rental Amount:	
<b>INCOME DETAILS</b>	GROSS MONTHLY INCOME:		
	ADDITIONAL MONTHLY INCOME:		
	TOTAL GROSS MONTHLY INCOME:		

### APPLICANT 2

NAME:			
ADDRESS:			
CITY:	STATE:	ZIP CODE:	
CELL NUMBER:	HOME PHONE NUMBER:		
EMAIL ADDRESS:			
SS#:	DOB:	Current Rental Amount:	
<b>INCOME DETAILS</b>	GROSS MONTHLY INCOME:		
	ADDITIONAL MONTHLY INCOME:		
	TOTAL GROSS MONTHLY INCOME:		

**APPLICANT 3**

NAME:			
ADDRESS:			
CITY:	STATE:	ZIP CODE:	
CELL NUMBER:	HOME PHONE NUMBER:		
EMAIL ADDRESS:			
SS#:	DOB:	Current Rental Amount:	
<b>INCOME DETAILS</b>	GROSS MONTHLY INCOME:		
	ADDITIONAL MONTHLY INCOME:		
	TOTAL GROSS MONTHLY INCOME:		

**CO-SIGNER 1**

NAME:			
ADDRESS:			
CITY:	STATE:	ZIP CODE:	
CELL NUMBER:	HOME PHONE NUMBER:		
EMAIL ADDRESS:			
SS#:	DOB:	Current Rental Amount:	
<b>INCOME DETAILS</b>	GROSS MONTHLY INCOME:		
	ADDITIONAL MONTHLY INCOME:		
	TOTAL GROSS MONTHLY INCOME:		

**CO-SIGNER 2**

NAME:			
ADDRESS:			
CITY:	STATE:	ZIP CODE:	
CELL NUMBER:	HOME PHONE NUMBER:		
EMAIL ADDRESS:			
SS#:	DOB:	Current Rental Amount:	
<b>INCOME DETAILS</b>	GROSS MONTHLY INCOME:		
	ADDITIONAL MONTHLY INCOME:		
	TOTAL GROSS MONTHLY INCOME:		

## APPLICANT'S INFORMATION

APPLICANT'S NAME:					
SS#:		DOB:		MARITAL STATUS:	
DRIVER'S LICENSE:				STATE:	
CELL NUMBER:			HOME PHONE NUMBER:		

SPOUSE/ CO-APPLICANT:					
SS#:		DOB:		MARITAL STATUS:	
DRIVER'S LICENSE:				STATE:	
CELL NUMBER:			HOME PHONE NUMBER:		

### OTHER OCCUPANTS (UNDER 18 YRS. OF AGE):

NAME:					
RELATIONSHIP:		AGE:			
NAME:					
RELATIONSHIP:		AGE:			
NAME:					
RELATIONSHIP:		AGE:			

### RESIDENT HISTORY      PRESENT ADDRESS

STREET:	APT#:	
CITY:	STATE:	ZIP CODE:
DATES TO/FROM:	MONTHLY PAYMENT:	
APT. NAME/IF HOME, MORTGAGE COMPANY AND LOAN #	PHONE #:	
REASON FOR MOVING:		

### PREVIOUS ADDRESS

STREET:	APT#:	
CITY:	STATE:	ZIP CODE:
DATES TO/FROM:	MONTHLY PAYMENT:	
APT. NAME/IF HOME, MORTGAGE COMPANY AND LOAN #	PHONE #:	
HAVE YOU EVER BEEN EVICTED FROM ANY LEASED PREMISES? IF YES, EXPLAIN:		

7417 SW 152 Ave (Clubhouse) Miami, FL 33193

Telephone: (305) 901-6840

EMAIL: Mr@Assoc-mgr.com • Business Hours: Tuesday & Thursday 10:00AM-2:00PM

## EMPLOYMENT

PRESENT EMPLOYER:		POSITION:	
BUSINESS ADDRESS:		BUSINESS PHONE:	
SUPERVISOR:		EMPLOYED SINCE:	
GROSS WEEKLY SALARY:			

PREVIOUS EMPLOYER:		POSITION:	
BUSINESS ADDRESS:		BUSINESS PHONE:	
SUPERVISOR:		EMPLOYED SINCE:	
GROSS WEEKLY SALARY:			

SPOUSE/CO-APPLICANT'S EMPLOYER:		POSITION:	
BUSINESS ADDRESS:		BUSINESS PHONE:	
SUPERVISOR:		EMPLOYED SINCE:	
GROSS WEEKLY SALARY:			

## PETS

HOW MANY PETS IF ANY?					
KIND:		WEIGHT (LBS.)		COLOR:	
KIND:		WEIGHT (LBS.)		COLOR:	

## VEHICLES

(Rules & Regulations may limit number of vehicles permitted.)

MAKE	MODEL	YEAR	TAG #	COLOR	REGISTERED TO:

<b>GIVE A DESCRIPTION AND TAG NUMBERS OF ANY BOAT, MOTORCYCLE, CAMPER, VAN, ETC. YOU MAY OWN:</b>	
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## EMERGENCY CONTACTS

NAME:			
RELATIONSHIP:		AGE:	
ADDRESS:		PHONE:	
NAME:			
RELATIONSHIP:		AGE:	
ADDRESS:		PHONE:	
NAME:			
RELATIONSHIP:		AGE:	
ADDRESS:		PHONE:	

Applicant hereby represents that all the above statements are true and correct and are made to induce owner and its agents to lease or rent an apartment. Owner and its agents are hereby authorized and given the right to verify by reasonable means the application, including, without limitation, ordering credit and criminal reports, and authorized to exercise in its sole discretion as to whether to reject the application and/or to terminate any lease which may be entered into between the parties, pursuant to this application, whether during the term of said lease or any extensions or renewals thereof, if the applicant has made any false or misleading statements or misrepresentations in this application.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Spouse/Co-applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Co-signer: \_\_\_\_\_ Date: \_\_\_\_\_

Second co-signer: \_\_\_\_\_ Date: \_\_\_\_\_

Owner/Leasing Agent: \_\_\_\_\_ Date: \_\_\_\_\_

**Magnolia Lane Condominium Association**

C/O ASSOC MGR

7417 SW 152 Ave (Clubhouse) Miami, FL 33193

Telephone: (305) 901-6840

EMAIL: [Mr@Assoc-mgr.com](mailto:Mr@Assoc-mgr.com)

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**\*\*\*\*\* VITAL INFORMATION \*\*\*\*\***

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**CONDOMINIUM ADDRESS**

OWNER'S NAME(S): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

HOME PHONE #: \_\_\_\_\_ WORK PHONE #: \_\_\_\_\_

CELLPHONE #: \_\_\_\_\_ BEEPER #: \_\_\_\_\_

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

PRIMARY RENTER'S NAME(S): \_\_\_\_\_ AGE: \_\_\_\_\_

TERM OF LEASE: \_\_\_\_\_ - \_\_\_\_\_

HOME PHONE #: \_\_\_\_\_ WORK PHONE #: \_\_\_\_\_

CELL PHONE #: \_\_\_\_\_ BEEPER #: \_\_\_\_\_

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

LIST ALL OTHER RESIDENTS' NAMES, AGES, AND EMERGENCY CONTACT NUMBERS:

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

**VEHICLES**

MAKE	MODEL	YEAR	TAG #	COLOR

**Magnolia Lane Condominium Association**

C/O ASSOC MGR

7417 SW 152 Ave (Clubhouse) Miami, FL 33193

Telephone: (305) 901-6840

EMAIL: [Mr@Assoc-mgr.com](mailto:Mr@Assoc-mgr.com)

**NEW PURCHASER INFORMATION**

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Account#: \_\_\_\_\_

Address of home: \_\_\_\_\_

Purchaser: \_\_\_\_\_ Phone: ( \_\_\_\_ ) \_\_\_\_ - \_\_\_\_

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

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

Purchaser's Agent: \_\_\_\_\_ Phone: ( \_\_\_\_ ) \_\_\_\_ - \_\_\_\_

Seller: \_\_\_\_\_ Phone: ( \_\_\_\_ ) \_\_\_\_ - \_\_\_\_

Will new purchaser live in unit? \_\_\_\_\_

Will new purchaser rent unit? \_\_\_\_\_

(If new purchaser will be renting out unit, please contact Management office to request tenant application and forms.)

Expected date of closing: \_\_\_\_/\_\_\_\_/\_\_\_\_

Title company: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone: ( \_\_\_\_ ) \_\_\_\_ - \_\_\_\_

Lender: \_\_\_\_\_ Contact name: \_\_\_\_\_

Phone: ( \_\_\_\_ ) \_\_\_\_ - \_\_\_\_ Purchase price: \$\_\_\_\_\_

Amount of mortgage: \$\_\_\_\_\_ Type of mortgage: \_\_\_\_ FHA \_\_\_\_ VA \_\_\_\_

**PLEASE RETURN THIS FORM TO THE OFFICE OF ASSOC MGR WITH A COPY OF THE SALES CONTRACT PRIOR TO CLOSING AND THE APPLICATION FEE (MONEY ORDER OR CASHIER'S CHECK ONLY).**

Magnolia Lane Condominium Association c/o Assoc MGR  
7417 SW 152 Ave (Clubhouse)  
Miami, FL 33193  
Telephone: (305) 901-6840  
EMAIL: [MR@Assoc-MGR.com](mailto:MR@Assoc-MGR.com)

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\*\*\*\*\* VITAL INFORMATION \*\*\*\*\*

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CONDOMINIUM NAME & ADDRESS

OWNER'S NAME(S): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

HOME PHONE #: \_\_\_\_\_ WORK PHONE #: \_\_\_\_\_

CELLPHONE #: \_\_\_\_\_ BEEPER #: \_\_\_\_\_

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

PRIMARY RENTER'S NAME(S): \_\_\_\_\_ AGE: \_\_\_\_\_

TERM OF LEASE: \_\_\_\_\_ - \_\_\_\_\_

HOME PHONE #: \_\_\_\_\_ WORK PHONE #: \_\_\_\_\_

CELL PHONE #: \_\_\_\_\_ BEEPER #: \_\_\_\_\_

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

LIST ALL OTHER RESIDENTS' NAMES, AGES, AND EMERGENCY CONTACT NUMBERS:

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Magnolia Lane / Ref# \_\_\_\_\_

**RESIDENTIAL SCREENING REQUEST**

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

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

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

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

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

Are you Buying or Renting? \_\_\_\_\_

**Current Employer**

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

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

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

EVERY APPLICANT OVER THE AGE OF 18 YEARS MUST COMPLETE THIS FORM  
ONE FORM PER APPLICANT

DISCLOSURE AND AUTHORIZATION AGREEMENT  
REGARDING CONSUMER REPORTS

**DISCLOSURE**

MAGNOLIA LANE CONDOMINIUM ASOCIATION, INC. may request one or more consumer reports or investigative consumer reports about you for **residential** purposes. These reports may include information on your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living which may be used as a factor in making a **residential**-related decision about you. Such information may include credit reports, criminal history, civil records, etc. or personal interviews with your current or prior employers, neighbors, friends, or associates, or with others who may have knowledge concerning any such items of information.

**AUTHORIZATION**

By signing below, I agree that I have read and understand the foregoing Disclosure and hereby authorize AmeriCheckUSA to obtain consumer reports or investigative consumer reports about me for **residential** purposes. I further authorize AmeriCheckUSA to share the information with any person involved in the **residential** decision about me. This Authorization is no longer valid after 90 days of date signed, and you also agree that a fax or photocopy of this authorization with your signature be accepted with the same authority as the original.

MAGNOLIA LANE CONDOMINIUM ASOCIATION, INC. will obtain the consumer reports and investigative consumer reports from AmeriCheckUSA, Inc. If you dispute any information found in your consumer report and would like to request a copy of the report, please send a request letter via certified mail to;

AmeriCheckUSA  
7777 Davie Rd Extension #101B  
Hollywood, FL 33024

**READ, ACKNOWLEDGED AND AUTHORIZED**

\_\_\_\_\_  
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.

# **NOTICE OF ENFORCEMENT**

## **MAGNOLIA LANE CONDOMINIUM**

Magnolia Lane is governed by the Articles of Incorporation, the Declaration of Condominium, By-laws and Rules and Regulations. These Rules and Regulations have been adopted by the Board of Directors of Magnolia Lane (hereinafter referred to as Association) in accordance with Article of the Declaration of Condominium and Article of the By-laws, and in the best interest of all owners and tenants. The Rules and Regulations are reasonable, and they shall be uniformly enforced. To assist in your enjoyment of the community while maintaining respect for the other members, effective IMMEDIATELY, the management office and security staff will be enforcing these rules and regulations. Please take a few minutes to read this information to minimize confusion or any unnecessary embarrassment.

- Units' hall be use only for residential.
- Owners shall not use or permit the use of their premises in any manner which would be disturbing or a nuisance to other owners.
- Illegal & Immoral practices are prohibited.
- No structural changes or alterations shall be made in any unit.
- Vehicles without a parking decal will be towed at the owner's expense.
- Show no sign, advertisement or notice of any type.
- Balconies shall not be used as storage area.
- There shall not be kept in any unit or storage room any inflammable, combustible or explosive fluid, material, chemical.
- No cooking/BBQ grills
- Not hang any laundry, garments or other objects which are visible from outside of the unit.
- Decorations shall bae removed 15 days after the holiday.
- No occupancy of a unit shall be permitted prior to approval of tenant/owner.
- Children shall not play on or about the Common Elements of the Condominium
- All items found in the halls or under the stairwells will be discarded.
- Shopping Carts are strictly prohibited.

Please note that these are some of the Rules and Regulations already approved by the Association. If you fail to comply with the association will FINE, the owners \$100.00 per day up to \$1,000.00 and seek for legal action including removal of units in violation. If you need to obtain a detailed copy, please do not hesitate to call the onsite management office 305-901-6840.

Respectfully,

Assoc MGR for the Board of Directors

Magnolia Lane Condominium Association

## Magnolia Lane Condominium Association

7417 SW 152nd Ave • Miami, FL 33193

Phone: 305-901-6840

1. La calcomanía representa una autorización para parquear en la propiedad sin necesitar un PASE DE ESTADIA.
2. Las Calcomanías son solo para los vehículos de los residentes.
3. La compañía de Management se reserva el derecho de revocar la calcomanía si es mal usado o pagada a otro vehículo que no sea al cual se le asigno.
4. La calcomanía debe ser pagada en la parte inferior, del lado del conductor, que sea visible para el guardia de seguridad.
5. Si un residente tiene dos vehículos con calcomanías y solo un espacio de parqueo asignado, cualquiera de los dos vehículos puede ser parqueado en su espacio asignado y el otro deberá parquear en un parqueo de visitante.
6. Cualquier vehículo sin calcomanía será considerado un visitante en la propiedad.
7. Los visitantes que estarán en la propiedad después de la media noche deberán pedir un PASE DE ESTADIA en la oficina con anticipación. Habrá una señal en la entrada para notificar a todo visitante. Una vez dentro de la propiedad, los residentes son responsables de notificar a sus visitantes.
8. Pasada la medianoche (12:00AM), cualquier vehículo sin un PASE DE ESTADIA o calcomanía será remolcado inmediatamente. Por favor recuerde pedir un PASE DE ESTADIA para su visita antes de la media noche.
9. Ningún vehículo podrá estar parqueado más de 24 horas en el mismo parque de visitante; esta regla aplica para todos los vehículos, incluyendo aquellos con calcomanías.
10. El numero de calcomanía, la placa de su vehículo y tipo de vehículo será asociando y entrado en una base de datos. Si usted cambia la placa o su vehículo por favor contacte nuestra compañía de Management para actualizar su información en nuestra base de datos. Este será un proceso simple que puede ser completado en minutos llenando una forma.
11. Cualquier vehículo encontrado en la propiedad con una calcomanía no asociada con su placa, se le dará un-WARNING. Pasando las 24 horas del WARNING el vehículo será remolcado inmediatamente. Por favor llame al 305-901-6840 si usted recibe este tipo de WARNING, para ser instruido como corregir el problema.
12. Cualquier vehículo parqueado en un área de "NO PARKING" se le dará un WARNING de una hora, luego será remolcado.
13. Cualquier vehículo parqueado sin autorización en un parqueo enumerado (reservado) se remolcara inmediatamente.
14. Cualquier vehículo encontrado en la propiedad sin placa se remolcara inmediatamente.
15. Cualquier vehículo encontrado en la propiedad con placa expirada se le dará un-WARNING. Pasadas las 24 horas del WARNING el vehículo será remolcado inmediatamente.
16. Cualquier vehículo encontrado en la propiedad goteando aceite, refrigerante o cualquier otro líquido contaminante se le dará un (1) WARNING. Pasadas las 24 horas del WARNING el vehículo será remolcado inmediatamente.

Por favor tenga en cuenta que estas son las regulaciones de parqueo de vehículos y de remolques. Cualquier violación de estas reglas, ocasionara que remolquen su vehículo con los respectivos costos pagos por el dueño del vehículo. No hay excepciones. Los residentes de Magnolia Lane deben entender que no tenemos tantos parqueos como nos gustaría tener, debido a esto, las reglas para parquear en la propiedad serán estrictamente seguidas. Nuestra meta es vivir en una comunidad decente y organizada. Por favor recuerden que la junta de vecinos no asigno los números ni dispuso cantidades de parqueos asignados, eso fue un acuerdo entre BH Capital (Compañía que vendió Magnolia) y cada propietario.

Si usted tiene alguna PREGUNTA, PORFAVOR CONTACTE A la compañía de Administración: Assoc MGR al teléfono: 305-901-6840

Al firmar este formulario, usted certifica que entiende todas las Reglas y Regulaciones de parqueo.

Nombre: \_\_\_\_\_ Firma: \_\_\_\_\_ Fecha: \_\_\_\_\_

Nombre: \_\_\_\_\_ Firma: \_\_\_\_\_ Edificioo-Apart # \_\_\_\_\_



Rules and  
Regulations  
Magnolia Lane  
Condominium

MAGNOLIA LANE CONDOMINIUM  
RULES AND REGULATIONS

**DOCUMENTATION**

1. The Rules and Regulations of Magnolia Lane Condominium are based on and rely upon the following documents:
  - a) The Condominium act. of the State of Florida, Chapter 718, Statutes of the State of Florida, 1976, as amended.
  - b) The Declaration of Magnolia Lane Condominium as amended.
  - c) The By-Laws of Magnolia Lane Condominium as amended.

**COMPLIANCE**

All unit owners, their tenants, families, guests, employees and any other persons who may in any manner use the building or the grounds shall be bound by and shall comply strictly with the provisions of the Declaration, the By-Laws, and the House Rules as set forth hereinafter, and all agreements, decisions and determinations of the Association as lawfully made or amended from time to time. Failure to comply with any of the aforementioned documents shall be grounds for assessment of penalties up to and including \$100.00 per day and for an action to recover sums due for negligence or damage or for injunctive relief by the Association, or in a proper case, by an aggrieved unit owner.

**COMPLAINTS AND NOTICES**

Complaints regarding the management of the condominium units and grounds or regarding actions of other owners shall be made in writing to the Association. In the event of a complaint filed against a unit owner, our management company will notify the unit owner, against whom the complaint has been filed, requesting said unit owner to correct the situation. If the unit owner fails to comply, the management company will notify the offending unit owner to appear before members of the Board of Directors. Decisions may be appealed by either party to the Board of Directors of the Association. The decision of the Board of Directors shall be final and binding upon all parties

**EXPENSE OF ENFORCEMENT**

Every unit owner shall pay to the management company promptly on demand all fines, penalties, costs and expenses including reasonable attorneys' fees incurred by or on behalf of the Association in collecting any delinquent assessments against such unit thereof for enforcing any provisions of the Act, the Declaration, the By-Laws or the House Rules against such owner or any occupant of such unit.

**REVOCABILITY OF APPROVAL**

Any consent or approval given under these rules and regulations by the Association shall be revocable by the Board of Directors.

**AMENDMENTS**

These rules and regulations may be modified, added to, amended or repealed at any time by the Board of Directors.

**BALCONIES**

1. Watering of plants, sweeping and mopping of balconies shall be done so as not to bother persons residing in lower or adjacent units.
2. Waterproof containers shall be placed under all flower pots.
3. No plants, pots or any other loose objects shall be kept or maintained on the ledge of any unscreened balcony. Hanging plants should be secured within the balcony area.
4. No clothes, sheets, blankets, laundry, or any kind of articles shall be hung or exposed on any part of the Common Elements, Limited Common Elements, or any part of the exterior of a Building. There shall be no conversation from the balcony to any individual not within the unit.
5. No storage in balcony. Example: brooms, mops, coolers, boxes, kennels, cages, tool boxes, building material, hanging clothes, toys or bicycles.
6. CHAPTER 28-SECTION 5 OF THE DADE COUNTY FIRE CODE SPECIFICALLY PROHIBITS OUTDOOR COOKING ON BALCONIES IN MULTIPLE STORY BUILDINGS, EITHER BY COAL, GAS, ELECTRICITY OR ANY OTHER MEANS. ANYONE VIOLATING THIS LAW IS SUBJECT TO A \$500.00 FINE TO BE IMPOSED BY THE DADE COUNTY FIRE DEPARTMENT. BBQ may only be kept in the first-floor terrace at least 10 feet away from the building structure.

## **COMMON ELEMENTS**

1. The Common Elements and Limited Common Elements shall be kept free and clear of rubbish, debris and any other item or unsightly materials and shall not be obstructed, littered, defaced or misused in any manner.
2. It is forbidden for any tenant to walk in the common areas without shirt, in bathing attire or barefoot
3. No riding bicycles, roller skating, skateboarding, playing ball in the parking lot or common areas.
4. Residents are not allowed to move in or out on Sunday. Moving Hours are Monday to Saturday from 8:00 am to 7:00 pm.
5. No shopping carts allowed in the parking or to be brought inside the Association.
6. No wasting water allowed, including watering plants excessively with a hose, and **no washing cars**. All hoses must have nozzles with automatic shut-off to prevent excessive water waste.
7. No radio or television installation or other wiring shall be placed attached outside the property without the prior authorization from the Association. Any antenna or aerial erected or installed on the exterior walls of a unit or on the limited common elements or commons elements of the condominium which includes the roof, without the consent of the Association, shall be removed without notice to the owner by the Association and the cost will be charged to the unit owner for whose benefit the installation was made.

## **PARKING AND PARKING STALLS**

1. Assigned parking stalls (RESERVED) are for the exclusive use of the individual resident for the unit. Limited to the number of spaces assigned per unit. They may not be occupied or used by others, except with the permission of the owners and notice to management.
2. All vehicles parked in the parking lot must have a valid parking decal or temporary authorization. **No exceptions.**
3. A maximum of two cars / decals per unit is allowed. Cars are to be parked in the Reserved space and the second vehicle may park in a visitor space on a first come first serve basis.
4. Management reserves the right to revoke any parking authorization, if misused or used in a vehicle other than the one it was assigned to.
5. The DECAL must be attached on the front windshield, driver's side, lower portion, as to be completely visible from the outside.
6. Both, the DECAL number and the LICENSE PLATE number of your vehicle will be associated and entered in a database. If you change the LICENSE PLATE of your vehicle, or you change your vehicle, please contact the Management Company to update your information in our database and obtain a new decal.
7. No abandoned vehicles allowed (Example: missing license plate, expired tag, with flat tires, unacceptable condition, not drivable or not street legal allowed).
8. Any vehicle found in the property leaking oil, antifreeze or any other contaminant fluid will be given a WARNING. After 24 hours of the initial WARNING the vehicle will be towed.
9. Cars should be centered between the lines and against the forward bumper. They shall not protrude beyond the stalls in such a manner as to block the ingress and egress of others.
10. Parking is strictly prohibited on the side of the road, fire lanes, grassy areas, unit owner entrance, intersections, blocking stairwells, roadways or in front of dumpsters.
11. No vehicles cover or tarps allowed.
12. Parking areas shall not be used for any mechanical work on vehicles except in an emergency, such as changing a flat tire, replacing a battery, adding fluids. No tire rotation, no changing breaks or oil in the parking lot.
13. Vehicles parked in the lot may not be loaded with debris, bulky waste, construction materials or other items.
14. Maintain a 10-mph speed limit while in the condominium common areas or roads.
15. No person may sleep inside a vehicle or use a recreational vehicle as a home in the parking lot.
16. No boats, vessels, RV campers, trailers or commercial vehicle parking will be allowed at any time. Moving trucks may not be parked overnight and commercial vehicles doing work in a particular unit, shall have prior written authorization from Management or the Board of Directors. (Example of commercial vehicles: displaying advertisement or signs, work equipment such as racks, ladders, certain tonnage).
17. Vehicles parked in visitor spaces shall have a 24-hour limit in the same space and shall be moved immediately thereafter.
18. Gas powered vehicles are not allowed to be brought inside the terraces, patio or any unit at any time.
19. Owner of units, lessees, their employees, servants, agents' visitors and licensees and the owner's family will obey the parking regulations and any other traffic regulations promulgated in the future for the safety, comfort and convenience of the owners.
20. The Association reserves the right to remove any vehicle illegally parked or in violation of any of the rules and regulations herein or posted on the property, at the vehicle owner's expense. This is pursuant to the provisions of Chapter 715.07 of the Florida Statutes.
21. The Board, Management or their designee are expressly authorized and directed to cause any vehicle to be removed.

## **PETS**

1. Pets are defined as: Cats, Dogs, Birds and Tropical Fish. No livestock or poultry permitted anywhere on the property at any time.
2. No more than two (2) pet is allowed per unit, tropical fish and birds inside the unit excluded.
3. No pet should exceed 25 lbs. in weight at mature growth.
4. No pets (domesticated or not) should be maintained or left alone outside on the balcony or patio.
5. No excessive noises/barking will be tolerated including vicious, unpleasant or disturbing pets.
6. All pets must be leashed at all times when outside the unit. Leash may not exceed 6 feet in length.
7. Owners must clean-up after their pet at all times in the limited or common areas.
8. Residents who keep a pet in their unit shall hold the association harmless against any and all claims, debts, demands, obligations, cost and expenses which may be sustained or asserted against the Association and / or its Board of Directors, because of any such acts their pet may commit in or about the condominium property. The Association reserves the right to request vaccination records on an annual basis.
9. Unit owners will be responsible for the repairs of any and all damages caused by a pet in their unit.
10. Pets are NOT allowed in the following areas: Recreation Room, Pool or Pool Area.
11. No feeding of any kind is permitted within the limited or common areas.
12. Any pet that constitutes a nuisance in the opinion of the Board is subject to removal from the property at the owner's expense.

## **POOL AND POOL AREA**

1. Pool Hours are from Sunrise to Sunset
2. Children under 12 years of age are not permitted to use the pool unless they are accompanied by an adult (a person at least 18 years of age). Small children should be protected by wearing a life vest, water wings, "bubbles" or other approved life-saving devices.
3. No surfboard or floats are permitted in the pool or pool area.
4. Excessive noise, playing ball or horseplay in the pool or pool area is prohibited.
5. No food is permitted inside the pool area.
6. Beverages are permitted in the pool in unbreakable containers. No glass containers are allowed in the pool area. No alcohol is permitted.
7. Only bathing attire is allowed in the pool.
8. All posted rules and regulations in the pool area are to be strictly observed. Please Note: Only 2 guests per unit are permitted in the pool area.
9. The swimming pool and pool area is to be used solely for condominium residents and their invited guests. Those who swim in the pool and utilize the other recreational facilities as well as those who swim in the lake, shall do so at their own risk, and the Association shall not be liable for any personal injury, loss of life, property loss or damages in any way caused or arising from the use of the recreational facilities.
10. Life preservers are for emergency use only and are not to be removed from the pool area.
11. All persons shall comply with the requests of the Management Company and members of the Board of Directors respecting matters of personal conduct at or around the pool and recreational area. THE MANAGEMENT COMPANY OR MEMBERS OF THE BOARD OF DIRECTORS ARE AUTHORIZED TO REMOVE FROM THE POOL AREA ANY VIOLATORS OF THESE RULES AT ANY TIME.

## **QUIET HOURS**

(Metro-Dade Ordinance 021-28)

1. Owners and occupants are requested to observe the following quiet hours during the following periods: 11:00 P.M. to 7:00 A.M. the next day
2. All occupants shall exercise extreme care about making noise or in the use of musical instruments, radios, televisions and amplifiers that may disturb other occupants.
3. During the quiet hours, there shall be no noise audible outside one's apartment.
4. In the parking areas, excessive noise, loud talking, slamming of doors, racing of engines, loud exhaust and the use of horns may result in fines as defined in the above ordinance.

## **REFUSE DISPOSAL**

1. All waste material and refuse shall be placed in plastic bags and tied before being placed in the dumpster.
2. If cartons or other containers are too large, then it is the owner's or tenant's responsibility to remove said cartons or other containers from the property or flatten them and place inside the dumpsters.
3. No inflammable or volatile materials, batteries, paint or chemicals shall be thrown inside the dumpsters.

4. No bulky trash shall be left by the dumpsters or common elements including furniture, appliances, televisions, large boxes and any other item not allowed by the Miami Dade County.
5. No construction materials shall be disposed off inside the dumpsters. These must be removed from the property by the unit owner who is performing the improvement on their home.

#### **SALE OR LEASE OF UNITS IN MAGNOLIA LANE**

1. If you are planning to sell or rent your unit. You must contact the Management Company and notify them of your intentions. They will provide you with the proper form and instructions as to screening procedures.
2. Management will provide the proper form and instructions as to screening procedures. Copies of the following documents are required: Lease/ Purchase contract, Driver's License, Social Security, Vehicle Registration, Insurance and Paystub.
3. Applications must be received thirty (30) business day prior to desired occupancy or closing date.
4. UNDER NO CIRCUMSTANCES WILL A NEW OWNER OR TENANT MOVE INTO A UNIT PRIOR TO WRITTEN BOARD APPROVAL.
5. Any individual or guest of a unit owner or tenant who is in a unit for more than 15 days must be screened.
6. The maximum number of residents per unit is as follows: One bedroom, 2 residents; 2 bedrooms, 4 residents; 3 bedrooms, 6 residents.
7. All leases shall be for a period of one year from date of original agreement.
8. All new tenants (owners or lease) must be screened irrespective of terms of lease, sale or transfer and subject to approval.

#### **UNITS**

1. Other than the United States flag respectfully displayed, nothing, including, but not limited to radio or television antennas, signs, notices or advertisements, awnings, curtains, shades, window guards, light reflective materials, hurricane shutters, ventilators, fans or air conditioning devices or items shall be attached or affixed to the exterior of unit or balcony or exposed or projected out of any window, door or balcony of any Unit without the prior written consent of the Association. The consent of the Association to all or any of the above may be withheld on purely aesthetic grounds within the sole discretion of the Board of Directors of the Association.
2. Acceptable window treatments include: wood blinds, curtains, drapes and vertical blinds. No newspaper, aluminum foil, or any other type of covering is permitted. Any windows covering as may be determined by the Board of Directors to be offensive, or an eyesore to the exterior appearance of the building will be requested to be removed.
3. The Board shall have the power to mandate the immediate removal of any non-conforming product(s)
4. No sign, advertisement, notice or other lettering shall be exhibited, displayed, inscribed, painted or affixed, in, or upon any part of the Condominium unit, limited common elements or Condominium property by any unit owner or occupant without written permission by Condominium Association. The foregoing includes signs within a unit which are visible from outside the unit and the foregoing includes poster, advertisements, or circular upon the Condominium property, including common elements, limited common elements units or vehicles parked upon the Condominium property, and distributing advertisements or circular to units within the Condominium or posting of same upon the condominium property.
5. No awning, canopy, shutters or any other such device shall be attached to or placed upon the outside walls, windows or roof of the condominium or any unit without Architectural approval.
6. No inflammable, combustible or explosive fluids, chemicals or substances shall be kept in any unit or limited common elements.
7. Mini split or window air conditioning units are NOT permitted.
8. Holiday decorations will be allowed and must be removed within one week after the end of the season.
9. Resident who plan to be absent during the hurricane season must prepare their unit prior to their departure by complying with the procedures issued by the Association, and installing plywood, accordions or shutters upon notification of a hurricane warning. These must be promptly removed within 72 hours after the end of the season for that year.
10. Units shall be used for residential purposes, as a single-family dwelling, and for no other purpose. Units may NOT be used for business or any commercial use whatsoever.
11. Each owner is responsible for the maintenance and upkeep of their balcony, terraces and patios. This includes regular cleaning, and replacement of fixture and bulb. All touch up paint shall conform with the community aesthetics from the approved colors obtained from Management.

#### **CONSTRUCTION & UNIT UPGRADES**

1. Unit owners planning to make upgrades / renovations / alterations to the interior / exterior of their unit, must contact the Management Company, and submit an Architectural/Modification Form depending on the type of improvement.
2. After filling out this form with the description of the work to be done, it must be delivered to the management for the approval by the Board of Directors prior to commencement of any work; otherwise resident may be fined.
3. You MUST include attached to the form: Contractor's license and insurance and copy of necessary permits.
4. You are responsible for obtaining any necessary permits from the appropriate building and zoning departments.

5. It is the responsibility of the unit owner to make sure that ALL DEBRIS IS REMOVED FROM THE CONDOMINIUM BY THE CONTRACTOR, and the Association common area cleaned daily while the construction is being done.
6. Access to areas of construction are to be made exclusively through the owner's unit and the unit owner will be responsible for any damages incurred to common property, other property and personal injury as a result of this modification as well as any additional maintenance cost that may be incurred.
7. In the event of an accident, the Association will hold the unit owner(s) personally liable for any and all claims, injuries and defense cost.
8. All installations will be of professional design, quality and material.
9. Construction and up-grades are ONLY to be done during the hours of Monday through Friday from 8 am to 5 pm and Saturday 9 am to 1 pm.
10. No modifications may be done to the common areas or limited common areas (balconies, parking, etc.) included but not limited to the installation of tile on balcony, bike racks on parking, changing light fixtures on balcony, installing cameras outside the unit boundaries without written approval of the Association.
11. No unit owner or occupant of a unit shall install wiring for electrical or telephone installations, nor install any type of television antenna/dish, machinery or air conditioning equipment, etc., except as authorized in writing by the Board of Directors of the Association through an ACC form. Satellite dish will only be permitted to be installed on a tripod and may not be affixed to the exterior walls or roof.

**ASSOCIATION VENDORS:**

1. No unit owner or resident shall interfere, direct, supervise or in any manner attempt to assert control over the employee(s) and or contractor(s) of the Association.
2. Employee(s) / contractor(s) of the Association are not to be utilized for personal errands.
3. Employee(s) / contractor(s) of the Association shall not be sent out of the building by any resident at any time for any purpose.
4. The Board of Directors shall be solely responsible for directing and supervising association personnel, except to the extent such responsibility may be delegated to the Association's manager.