

AMERI-TECH COMMUNITY MANAGEMENT  
24701 US HIGHWAY 19 NORTH, SUITE 102  
CLEARWATER, FL 33763  
OFFICE NUMBER (727) 726-8000

REQUEST FOR APPROVAL OF OWNERSHIP TRANSFER  
AND VOTER REPRESENTATIVE

---

Association Name: Catalina Cove Date: \_\_\_\_\_

\_\_\_\_\_ Rental Application      \_\_\_\_\_ Sales Application      \_\_\_\_\_ Voter Representative

FROM: \_\_\_\_\_ TO: \_\_\_\_\_  
            Seller/Landlord    Purchaser/Tenant

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

Closing Date: \_\_\_\_\_ Occupancy Date – Rental Form: \_\_\_\_\_ to \_\_\_\_\_

Is unit to be leased? \_\_\_\_ YES \_\_\_\_ NO If unit is to be leased, purchaser agrees to supply the Board of Directors with application for lease and copy of lease prior to rental occupancy. If unit will not be leased, will owner live in unit  
\_\_\_\_\_ Part Time \_\_\_\_ Full Time?

Persons who will occupy the above unit are as follows:

**(THIS INFORMATION MUST BE PROVIDED FOR PROCESSING OF YOUR APPLICATION)**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

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

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

If other persons will occupy this unit, please attach a separate sheet as an addendum.

Purchaser's/Tenant's Present Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address After Closing: \_\_\_\_\_ Zip: \_\_\_\_\_

Employed By: \_\_\_\_\_ Address: \_\_\_\_\_

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

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

Bank References: \_\_\_\_\_

Automobile(s) Make: \_\_\_\_\_ Tag Number: \_\_\_\_\_

Automobile(s) Make: \_\_\_\_\_ Tag Number: \_\_\_\_\_

Pets (If Allowed) Type: \_\_\_\_\_ Weight: \_\_\_\_\_

Name and Address of Title Company: \_\_\_\_\_

---

Real Estate Agent (If Applicable): \_\_\_\_\_

Where is approved Application to be sent: \_\_\_\_\_

\_\_\_\_\_  
Purchaser(s) states that they have received a copy of all Association documents including the Declaration of Covenants and Restrictions, Articles of Incorporation, Bylaws, and Rules and Rules and Regulations, and has read, understood, and agrees to abide by all the conditions and terms herein and all reasonable rules and regulations enacted hereafter officially by the Association.

This approval is subject to all financial obligations to the Association including, but not limited to, maintenance fees, late charges, special assessments, legal fees, and application fees having been paid in full or will be paid by closing agent at the time of closing of this sale.

I understand that the Board of Directors of the Association may cause to be instituted an investigation of my background, which could include a credit check and a criminal record check. Accordingly, I authorize the Board of Directors to make such investigations and I agree that the information contained in this application may be used in such investigation and that the Board of Directors shall be held harmless from any action or claim by me in any investigation conducted by the Board of Directors. The decision of the Board is final and no reason necessarily will be given for any action taken by the Board. I agree to be governed by the determination of the Board of Directors.

\_\_\_\_\_  
SELLER/LANDLORD

\_\_\_\_\_  
PURCHASER/TENANT

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

\_\_\_\_\_  
SELLER/LANDLORD

\_\_\_\_\_  
PURCHASER/TENANT

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

===== APPROVAL OF PURCHASER/TENANT =====

Pursuant to Paragraph \_\_\_\_, Article \_\_\_\_ of the Declaration of Covenants and Restrictions of the \_\_\_\_\_, the Board of Directors have approved the purchase/lease of unit at \_\_\_\_\_ and do hereby confirm the same by this document.

\_\_\_\_\_  
President, Secretary or Authorized Agent

**Application fee in the amount of \$150.00 must accompany this form – please make your check payable to Catalina Cove.**

**IMPORTANT – PLEASE NOTE THAT THIS APPLICATION WILL NOT BE COMPLETED AND RETURNED UNTIL THE \$150.00 IN APPLICATION FEES HAVE BEEN RECEIVED – THANK YOU.**

If you have any questions, please contact your property manager at (727) 726-8000 ext. 504.

DATE \_\_\_\_\_

CUSTOMER NUMBER \_\_\_\_\_

## TENANT INFORMATION FORM

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

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

Hereby 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**

<b><u>TENANT INFORMATION:</u></b>	<b><u>SPOUSE / ROOMMATE:</u></b>
SINGLE _____ MARRIED _____	SINGLE _____ MARRIED _____
SOCIAL SECURITY #: _____	SOCIAL SECURITY #: _____
FULL NAME: _____	FULL NAME: _____
DATE OF BIRTH: _____	DATE OF BIRTH: _____
DRIVER LICENSE #: _____	DRIVER LICENSE #: _____
CURRENT ADDRESS: _____ _____ HOW LONG? _____	CURRENT ADDRESS: _____ _____ HOW LONG? _____
LANDLORD & PHONE: _____	LANDLORD & PHONE: _____
PREVIOUS ADDRESS: _____ _____ HOW LONG? _____	PREVIOUS ADDRESS: _____ _____ HOW LONG? _____
EMPLOYER: _____	EMPLOYER: _____
OCCUPATION: _____	OCCUPATION: _____
GROSS MONTHLY INCOME: _____	GROSS MONTHLY INCOME: _____
LENGTH OF EMPLOYMENT: _____	LENGTH OF EMPLOYMENT: _____
WORK PHONE NUMBER: _____	WORK PHONE NUMBER: _____
HAVE YOU EVER BEEN ARRESTED? (CIRCLE ONE)      YES      NO	HAVE YOU EVER BEEN ARRESTED? (CIRCLE ONE)      YES      NO
HAVE YOU EVER BEEN EVICTED? (CIRCLE ONE)      YES      NO	HAVE YOU EVER BEEN EVICTED? (CIRCLE ONE)      YES      NO
SIGNATURE: _____	SIGNATURE: _____
PHONE NUMBER: _____	PHONE NUMBER: _____

**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