

# Windmill Village by the Sea Condo 1

10851 South Ocean Drive, #169  
Jensen Beach, FL 34957  
772-229-1145

## Windmill Village Notice of Intention to Lease

All owners/tenants are required to submit a COMPLETED Intent to Lease Application regardless of the length of the residency. NO TENANT MAY OCCUPY A UNIT PRIOR TO APPROVAL OF THE BOARD OF DIRECTORS OR MANAGEMENT. Applications for stays of 90 days or longer must be submitted 14 days prior to tenant arrival. For stays less than 90 days, a COMPLETED Intent to Lease form must be submitted no less than 7 days prior to tenant arrival (no background check form or application fee is needed). Failure to supply this application within the time frames listed above is a violation of the rules and regulations. A fine and / or an administration fee (\$100.00) will be assessed to an owner in non-compliance. Leases may not be for more than one (1) year.

**Applicant please note:** Owners are responsible to provide bath house key(s), parking pass for club house, gate cards, mailbox key and copy of the rules of the association to tenant.

A completed package includes:

- A **completed** Intent to Lease Application with tenant and owner signatures;
- A non-refundable **Application Fee of \$100.00** made payable to Windmill Village by the Sea for any rental over 90 days;
- For tenants staying longer than 90 days, a non-refundable **Domestic Background Check fee of \$25.00 per adult** made payable to Windmill Village by the Sea.
- Any person serving as a member of the United States Armed Forces on Active Duty, and all members of the Florida National Guard and United States Reserve Forces will have their application processed within 7 days. \*\*\*\* Copy of ID required.

If application is submitted incomplete, it will be held unapproved until the rest of the required information is received. Owners are responsible for their tenants and completion of all applications. **In addition, the owner is responsible for supplying their tenant with a copy of the Rules and Regulations of Windmill Village by the Sea, Condo No. 1.**

Applications may be mailed to or dropped off at the Windmill Village Clubhouse Office located at:

10851 South Ocean Drive, #169  
Jensen Beach, FL 34957  
772-229.1145

**Windmill Village by The Sea Condo 1**  
**10851 South Ocean Drive, #169, Jensen Beach, FL 34957**  
**Phone 772-229-1145**

**NOTICE OF INTENT TO LEASE APPLICATION**

-----MUST BE FULLY COMPLETED----- MAXIMUM LEASE TERM 1 YEAR-----

Date Submitted: \_\_\_\_/\_\_\_\_/\_\_\_\_ Term of Lease: \_\_\_\_/\_\_\_\_/\_\_\_\_ TO \_\_\_\_/\_\_\_\_/\_\_\_\_

Name of Owner: \_\_\_\_\_ Lot # \_\_\_\_\_

Provide names and contact information for all tenants over the age of 18:

Name Primary Tenant \_\_\_\_\_ Phone \_\_\_\_ - \_\_\_\_\_

Name Additional Tenant \_\_\_\_\_ Phone \_\_\_\_ - \_\_\_\_\_

Name Additional Tenant \_\_\_\_\_ Phone \_\_\_\_ - \_\_\_\_\_

Name Additional Tenant \_\_\_\_\_ Phone \_\_\_\_ - \_\_\_\_\_

Primary Tenant Email Address \_\_\_\_\_

Primary Tenant Mailing Address (street, city, state, zip) \_\_\_\_\_

Primary Tenant emergency contact/ phone#: \_\_\_\_\_

Number of Total Occupants (4 max): \_\_\_\_\_ Number of occupants under the age of 18 \_\_\_\_\_

Number of Pets & Breeds (2 max): \_\_\_\_\_

Have you rented in Windmill Village before? Yes \_\_\_\_ Lot # \_\_\_\_\_ Year \_\_\_\_\_

**VEHICLE REGISTRATION:** Vehicles to be parked on the property (Please list RV's info on separate page: include Type and size). Only the vehicles listed below are allowed on the property. Boats, wave runners and trailers are not allowed to be parked or stored on lots. **NOTE: Vehicles must be insured for liability, maintained in good operational condition and display current registration and license plate(s).**

**Vehicle #1 (automobile only)**

Make: \_\_\_\_\_

Model: \_\_\_\_\_

Year: \_\_\_\_\_ Color: \_\_\_\_\_

Tag#: \_\_\_\_\_ State: \_\_\_\_\_

**Vehicle #2 (automobile only)**

Make: \_\_\_\_\_

Model: \_\_\_\_\_

Year: \_\_\_\_\_ Color: \_\_\_\_\_

Tag# \_\_\_\_\_ State: \_\_\_\_\_

**NOTE : Please provide a copy of the Primary Tenants driver's license**

## NOTICE OF ACKNOWLEDGEMENT

**Tenants: Please initial the following statements in the space provided**

I/We fully authorize investigation of all answers given (      ) (      )

I/We have received and read and hereby agree to abide by all Documents and Rules and Regulations of Windmill Village by the Sea Condo 1. **Note:** A downloadable copy of the Rules and Regulations, is available on our website at [www.wvbythesea.com](http://www.wvbythesea.com). (      ) (      )

I/We agree to the terms of the lease and are within the requirements of Windmill Village by the Sea Condo 1 Rules and Regulations pertaining thereto. (      ) (      )

I/We understand that vehicles parked at the club house must have proper passes or risk being booted or towed.

(      ) (      )

I /We acknowledge background checks are required on any person or persons 18 years of age or older staying for a period of 90 days or longer in Windmill Village by the Sea Condo 1. Anyone who refuses a background check will be denied rental privileges in Windmill Village by the Sea Condo 1 (      ) (      )

**By your signature(s) below, you acknowledge that the information you provided above is true and correct.**

Primary Tenant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## CERTIFICATE OF APPROVAL

Board of Director \_\_\_\_\_

Title: \_\_\_\_\_ Date \_\_\_\_\_

Or:

Office/ Property Manager \_\_\_\_\_ Date: \_\_\_\_\_

## OFFICE USE ONLY

Receipt of completed application Yes / No      Date: \_\_\_\_\_

Approved \_\_\_\_\_ Rejected \_\_\_\_\_

COA emailed or sent to owner Yes \_\_\_\_\_ Date: \_\_\_\_\_

[    ] BATH HOUSE KEY #\_\_\_\$5.00ea.      EXERCISE ROOM KEY #\_\_\_\$5.00 ea.

[    ] COPY OF DRIVERS LICENSES PROVIDED [    ]

[    ] HOLD HARMLESS AGREEMENT FOR EXERCISE ROOM

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