

PURCHASE APPLICATION CHECKLIST

Unit #	<u> </u>	Date				
Applicant's Name:		Phone #				
		Phone #				
E-Mai	il Address:	- -				
purcha packag Tuesd schedo Please	ase application. The items listed below are rege is not complete, the process will be dela ay, in order to be processed the same week. Aluling a move-in. All payments must be in the effect free to contact our office at (786) 364-368	er. We look forward to assisting you with processing your equired to be submitted along with this application. If the yed. Applications must be received no later than 12pm, all approved Owners MUST complete an orientation prior to form of a CASHIERS CHECK OR MONEY ORDER. So with any questions you have regarding the application.				
Items	that must be submitted (please check off):					
	\$100 NON-REFUNDABLE Application Fee per individual, married couple or occupants or	made payable to Latitude on the River Condo Association ver 18 years of age				
	\$100 NON-REFUNDABLE Move-in fee made payable to Latitude on the River Condo Association					
		N, signed by applicant and owner, as needed. Every required to complete the screening application, provide application fee				
	A clear, readable copy of the PURCHASE AC	GREEMENT				
	Pre HUD statement					
	Completed Resident Data form per applicant of	or married couple				
	Please provide proof of income- Two (2) of the Three (3) consecutive pay stubs • 1099 • W-2 • Last three consecutive months bank statements	ne following items are required: ents (if self employed, must provide last 2 years tax returns)				
	A copy of valid, government issued photo idea	ntification				
	Vehicle registration and proof of vehicle insur	rance				
	Pet registration form, most recent veterinarian made payable to Latitude on the River Condo	n records, a picture of pet and \$100 non-refundable pet fee Association				

LATITUDE ON THE RIVER CONDOMINIUM ASSOCIATION, INC. Resident Contact Information

Owner Name:	Unit #:
Home Phone #:	Cell Phone #:
Work #:	DOB:
Email:	_
Current Address:	
Mailing Address (if different):	
EMERGENCY CONTACT:	
Name:	Phone #:
Other emergency #:	Relationship:
Does this person have a key to the unit:	
OCCUPANTS IN UNIT:	
Name (s):	Relationship:
Vehicles (Year, Make, Model, Color, Tag):	
	<u> </u>
Copy of Drivers License attached	Copy of Registrations attached
Proof of Insurance	
Are you or anyone in your household in need of s which would require additional assistance in case	special medical attention or have restricted mobility, e of emergency?
Please explain any special accommodations requ	rired (oxygen, wheelchair, impairments, etc.)

Move In/Move Out and Delivery Policy

- All move-ins, move-outs, and deliveries must be scheduled with the Management Office at 786-364-3685.
- Notice for move-ins and move-outs must be given at least seven (7) days prior in order to properly schedule for the designated elevator for service. Any other deliveries must be scheduled not less than 48 hours in advance.
- A professional and insured moving company can be used for move-ins and move-outs of the Condominium. The moving company must provide the required Certificate of Insurance. You may fax it at 786-364-3690.
- Moving hours are 9:00 am to 5:00 pm., Monday through Friday. Saturday moving hours are 10:00 am to 2:00 pm. All moves must be completed by 5:00 p.m. (Mon through Fri) and 2:00 p.m. (Saturday). No moving in or out is permitted on Sundays or legal holidays.
- Any damage to Common Properties/Elements by movers shall be charged to the Owner of the Unit.
- All moves must be scheduled in sufficient time to schedule a time slot. At the end of the move
 the area shall be inspected. Should there be damage the amount of the damage will be
 documented and deducted from the security deposit.
- A non refundable \$100.00 move-in/move-out fee is required and must be in the office 48
 hours in advance to the move. The fee must be in the form of a money order or cashier's
 check made out to Latitude on the River Condominium Association.
- Access to the building by a contractor, vendor, or service person is obtained by first scheduling their arrival with the office, filling out a unit access authorization form, and by checking in with front desk.
- All employees of the moving company shall be dressed in clean working clothes.
- No employees should be going through the lobby area nor use the Residents elevators.
- Moving vehicles are permitted to park in designated areas only and must not park on the entrance drive or obstruct any parking areas.
- THE SERVICE ELEVATORS HAVE BEEN DESIGNATED FOR MOVE-INS, MOVE- OUTS, DELIVERIES AND SERVICE.
- All work including cutting, painting, carpentry, etc. must be performed inside the apartment or off the premises. The Hallways are not available as a work area.
- Boxes must be disposed properly by being broken down and brought to the dumpster rooms
 in the receiving area. A \$ 50.00 fee will be charged to those who do not comply. Avoid placing
 any packing materials on your floor or down the trash chute. Please call the Management
 Office if you need directions or assistance with the disposal of boxes and packing materials.
- Management reserves the right to ask moving or delivery personnel to leave the property and/or deny future access to ensure orderly move-ins, move-outs, and deliveries. Please contact the Management Office if you require additional assistance.

Unit:	Date:
Resident:	Signature:

LATITUDE ON THE RIVER CONDOMINIUM ASSOCIATION, INC.

Moving Procedure and Acknowledgement

l,		, of Unit #	hereby acknowledge that I have been informed of and understand the	∍ following:
1. 2. 3.	Movers must use the assigned ele Must have insurance in case any Must protect all common areas of	damages occur while the mo	ving process is in place.	
Should the respons	he moving company fail to abide w ible for any damage incurred due to	ith the Rules and Regulation their failure to follow these r	s for Latitude on the River Condominium, I hereby acknowledge that I will be equirements and for the collection of insurance to cover the damage.	e personally
NOTE:	It is suggested that each owner or r	esident using a moving com	any have these requirements written into their contract for the move.	
SIGNED	THIS day of		, 20	
Ву:		WITNESS:		
DATE:				
UNIT#:				
MOVING	G DATE:			
COMPA	NY:			



PET REGISTRATION FORM

OTHER
Pet's Age
Maturity
nit two (2) household pets (i.e., dog/cat or other n) with a total combined weight not to exceed pet(s) must be properly registered with the smust include a picture of each pet and a current eterinary report must include current weight of I maturity. Residents are responsible to provide the report.
et fee per pet in the amount of \$100. This fee is lue in full by March 31 of each calendar year. Such itude on the River Condominium Association.
rrance agent about adding liability pet coverage to attach a copy of the policy, if applicable.
lations for more detailed information regarding
ny of the LATITUDE ON THE RIVER gulations, and any other restrictions n at all times.
t# no pets will be living in the future I desire to bring a pet to es and procedures.
Date:



PET RULES AND REGULATIONS:

- 1. Combined total weight of pets shall not exceed sixty (60) pounds at full maturity.
- 2. Upon move in, or upon acquisition of a pet, the pet must be properly registered with the Association through the Management Office. SEE REGISTRATION FORM.
- 3. An annual non-refundable pet fee is charged by the Association in the amount of \$100 per pet. Fees are charged on January 1 of each calendar year, and are due by March 31 of each calendar year via money order made payable to Latitude on the River Condominium Association.
- 4. Pets must be kept on a leash outside of the unit at all times. Leashes shall not exceed six feet in length, and must be handled by an individual fully capable of controlling the pet at all times. Pets shall never be permitted to run free on the property or in the building except within a Unit.
- 5. No pet shall be left on a balcony unattended or while the Resident is absent.
- 6. Any pet that is deemed to be disruptive to other residents is subject to removal from the Condominium property at the discretion of the Board of Directors.
- 7. All pets must exit and enter the building through the back lobby door. No pets are allowed through the front lobby of the building. If pets are taken through the front lobby, the pet owner must carry the pet(s) until they have reached the exterior of the building.
- 8. All pet owners must walk pets in the designated area of common elements only. Such designated area is located behind the building, North facing, on the left as you leave the building's back lobby. This area is designated by a green Pet Station filled with pet waste baggies. This is the only location at Latitude where pets are allowed to defecate or urinate.
- 9. In the event that any pet shall defecate or soil in any way in or on the Latitude on the River Condominium common element or limited common element property, the Owner shall immediately clean up the area, utilizing a "pooper scooper" or latex glove, deposit the waste in a closed bag and deposit the waste in the appropriate trash collection container.
- 10. All pets must be licensed and inoculated pursuant to all applicable City and/or County ordinances.
- 11. Pets shall not be allowed on common area furnishings whatsoever.
- 12. Pets shall not be allowed on the pool deck at any time.
- 13. All pet owners maintaining pet(s) on Condominium property shall be fully responsible for, and shall bear the total expense of, any damages to the property resulting from the acts of the pets. Any damage shall be determined by the Board of Directors and collected by the Association.

Pet policies and rules are strictly enforced at Latitude.
All violators of pet policies and/or rules will result in fines of \$100 per day up to \$1,000, and may also result in eviction and/or other legal recourse as allowed by Florida Statutes.

Pet Owners must do your part to preserve the integrity of the common area, common area furnishings, floor coverings, grounds and the overall cleanliness and appearance of Latitude.

	PROP:					
	APT#:					
Resident 3ata	RENT:					
a ChoicePoint Service	AGENT:					
	MOVE IN DA	ATE:				
APPLICANT INFORMATION		****				
PRIMARY						
NAME			PHONE	(HOME)		
(LAST)	(FIRST)	(MI)		(HOME)	(8)	USINESS)
MAIDEN NAME			_			
SS#		DRIVERS LICENSE#	SEPARATE	<u> </u>	BIRTH DATE	STATE
MARITAL STATUS: SINGLE		MARRIED	_ SEPARATE	<u> </u>	BIRTH DATE	
SPOUSE NAME			PHONE			
(LAST)	(FIRST)	(MI)		(HOME)	(BI	USINESS)
MAIDEN NAME	`"	(····)	DL#	(···-,	•	ATE
BIRTHDATE	_					
OTHER OCCUPANTS						
NAME			AGE		BIR ⁻	TH DATE
(LAST)	(FIRST)	(MI)			•	
NAME	,	, ,	AGE		BIR	TH DATE
(LAST)	(FIRST)	(MI)	_	,	-	-
PRIMARY APPLICANT						
PRESENT EMPLOYER						
COMPANY	c	HPERVISOP		PERSONAL	PHONE#	
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ADDRESS		MONTHLY ODGE INC	OME ¢	START DAT		
POSITION		MONTHLY GROSS INC	OME \$			
PREVIOUS EMPLOYER						
COMPANY	S	UPERVISOR		PERSONAL		
ADDRESS				START DAT	TE	
POSITION		MONTHLY GROSS INC	COME \$			
PRESENT ADDRESS						
ADDRESS		CITY		STATE		ZIP
APARTMENT OR LANDLORD NAME				PHONE		
RESIDENCY DATES START	W	END		•	RENT\$	
PREVIOUS ADDRESS					·	
		CITY		STATE		ZIP
ADDRESS				•		
APARTMENT OR LANDLORD NAME				•	DENT	
RESIDENCY DATES START		END			RENT\$	
PREVIOUS ADDRESS						
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APARTMENT OR LANDLORD NAME				. PHONE	RENT \$	
RESIDENCY DATES START		END			- KEIAI A	
PREVIOUS ADDRESS						
ADDRESS		CITY		STATE		ZIP
APARTMENT OR LANDLORD NAME RESIDENCY DATES START		END		. PHONE	RENT\$	
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SPOUSE						
PRESENT EMPLOYER						
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APARTMENT OR LANDLORD NAME				PHONE		
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ADDRESS APARTMENT OR LANDLORD NAME		CITY		STATE PHONE		41F
RESIDENCY DATES START		END		- , HONE	RENT \$	
					· <u> </u>	
WILL YOU HAVE A PET IN THE AF	PARTMENT?		YES OR NO		DESCRIPTION	

LEASE FILE INFORMATION										
NEAREST	RELATIVE]						W.,		
NAME	(LAST)		(FIRST)	(MI)		HOME PH	ONE			
ADDRESS			(, , , , , , ,			WORK PH	IONE			
	CY CONTAC	Т	(other than ab	ove)						
NAME	(LAST)		(EIDOT)	/h #15		HOME PH	ONE			
ADDRESS	(LAST)		(FIRST)	(MI)		WORK PH	IONE			
								1		
	. DESCRIPT	ION								
PRIMARY A	APPLICANT	WEIGHT		HAIR		EYES				
SPOUSE	1	. WEIGHT		nair _		_ = = = = = = = = = = = = = = = = = = =				
HEIGHT	1	WEIGHT		HAIR		EYES				
VEHICLE D	ESCRIPTION	·	1			_		•		
VEHICLE 1		<u> </u>	J MODEL		YEAR		_LICENSE#		STATE	
									=	
VEHICLE 2	: MAKE		_ MODEL		YEAR		_LICENSE# .		STATE	
BANK	T									
PRIMARY NAME OF E] RANK						DHONE#			
CHECKING A					SAVINGS A	CCOUNT #	_ FHONE# .			
SPOUSE	1									•
NAME OF E	BANK						_ PHONE#			
CHECKING A	ACCOUNT #				SAVINGS A	CCOUNT#				•
1. HAVE YOU	QUALIFYING QUESTIONS 1. HAVE YOU OR YOUR SPOUSE EVER BEEN EVICTED FROM RENTAL HOUSING? If yes, List State 1. HAVE YOU OR YOUR SPOUSE EVER BEEN EVICTED FROM RENTAL HOUSING? If yes, List State									
1			R BEEN CONVI PANTS OVER 2		-		SELISTED .			
ABOVE?										
ı					-		ıbmit a holding f			
1			g of an apartmer g said apartmen		nent, this fee	will be credite	ed against my d	eposit and/or	my first month	s
I hereby waive	e all rights to th	ne return of sa	aid holding fee a	nd said fee sh	all be retaine	d as liquidate	d damages in th	e event I do n	ot choose to	,*
enter into the	agreement ap	plied for herei		said application			ed, holding fee	shall be returr	ed to applican	t.
			Reporting Acts	, this is to infor	m you that a	n investigatior	n involving the st			
							ng public records			
request, you	are entitled to	a complete a	nd accurate disc	closure of the in	vestigation'	s nature and s	cope as well as	a written sum		
			•				esident Data, Ind I statements are		plete. False.	
							I/We authorize			
all reports and verifications necessary to verify all information put fourth in the above application and to furnished all information to the landlord named above.										
Keys will be furnished only after contemplated lease and other rental documents have been properly executed by all parties and only after applicable rents and security deposits have been paid. This application does not obligate Property to execute a lease or deliver possession of the proposed premises. I understand if Property is unable to deliver possession of proposed apartment on the agreed										
date for any reason, including holdover of a prior Resident, then Property shall not be liable as a result. Property is also under no obligation to deliver possession of another apartment. By my signature below, I certify that I have read and understand the terms of this rental application.										
I am aware that an incomplete application causes a delay in processing and may result in denial of tenancy. Equal Housing Opportunity										
Future Resid	dent Signatur	re		DATE		AUTHO	RIZED CONS	ULTANT		DATE
Future Resident Signature DATE MANAGER APPROVAL DATE								l		
	dent Signatur	re		DATE		MAN	IAGER APPRO	DVAL		DATE
Manager's	-	e		DATE		MAN	IAGER APPRO	OVAL		DATE
Manager's	-	re		DATE		MAN	IAGER APPRO	DVAL		DATE

AUTHORIZATION AGREEMENT FOR ASSOCIATION TO COLLECT RENT UPON DELINQUENCY IN MAINTENANCE PAYMENTS

WHEREAS,	(herein "Owner"), is the record owner(s)
of the property located at	, Florida
(herein the "Unit") in the Latitude	on the River Condominium (herein the
"Condominium"), as described in the Decla	ration of Condominium of Latitude on the River,
A Condominium (herein "Declaration"), as	recorded in the Public Records of Miami-Dade
County, at Official Records Book 25803 at	
WHEREAS, Latitude on the River Co entity charged with the operation and man	ondominium, Inc. (herein "Association") is the agement of the Community; and
WHEREAS, Owner desires to lease t	he Unit to (herein "Lessee(s)") pursuant to a lease
submitted herewith; and	
WHEREAS, the parties desire the ap	oproval of the Association for this lease, pursuant

to Article 17 of the Declaration.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and for other good and valuable consideration, the receipt and adequacy of which is expressly acknowledged, the parties hereto agree as follows:

- 1. Upon the execution and delivery of this Authorization Agreement, and the submission of any other documentation required by the Association, assuming the satisfactory result of the standard background investigation of Lessee(s), the Association shall provide the necessary approval for the lease.
- 2. If, at any time during the pendency or term of the lease, Owner(s) becomes delinquent thirty (30) days or more in the payment of assessments to Association, Owner(s) and Lessee(s) agree that Association shall have the power, right and authority to demand lease payments directly from the Lessee(s) and deduct such past-due assessments, costs and attorney fees, if any, as may be delinquent. Further, Owner(s) and Lessee(s) agree that Lessee(s) will pay the full rental payment due, to the Association, upon written demand. Owner(s) expressly absolves Lessee(s) from any liability to Owner(s) for unpaid rent under the Lease Agreement if such payment is made directly to Association upon demand from Association. If any funds remain after deduction of amounts owed, the Association shall apply the remaining funds to the account of the Unit Owner as a credit against future assessments.
- 3. Should Lessee(s) fail to comply with the written demand of the Association by forwarding the next rent payment due (and all future rent payments due until instructed otherwise, in writing, by the Association) to the Association, the Association is hereby granted the authority to obtain a termination of the tenancy, in the name of Owner(s), through eviction proceedings as set forth in Chapter 83, Florida Statutes, or to seek injunctive relief or specific performance under this contract. Such relief shall be cumulative, and shall not be a waiver of any right of the Association to pursue the Unit

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Owner for non-payment of assessments.

- 4. Owner(s) and Lessee(s) further agree that, if any legal action becomes necessary to enforce the terms of this Authorization Agreement, the Association shall be entitled to recover reasonable attorney's fees and costs, including appeals, from Owner(s). Any such costs shall be deemed to be a special assessment against the unit and collectable in the same manner as any special assessment, pursuant to the Declaration.
- 5. Association shall not be liable to Owner, or to the Lessee, or Lessee's family, agents, guests, invitees, employees or servants for damage to persons or property caused by other residents or other persons. Lessee recognizes that Association does not warrant the security of the property, and is not responsible for the safety of Lessee, other unit occupants, nor their property. Owner(s) and Lessee(s) jointly and severally agree to indemnify and hold Association harmless from and against any claims for damages to person or property arising from Lessee's use of the premises, or from any activity permitted to be undertaken by Lessee in or about the premises. Association shall not be liable for personal injury, or damages to Lessee's personal property from theft, vandalism, fire, water, rain, storms, smoke, explosions, sonic booms, riots or other causes whatsoever unless it is established that Association has been negligent in the maintenance of the common elements which are the responsibility of the Association, and which negligence is the proximate cause of said damage. Lessee(s) agree to notify Association immediately upon the occurrence of any injury, damage or loss suffered by Lessee(s) or other person upon the premises.
- 6. Owner(s) and Lessee(s) understand and agree that this Authorization Agreement shall apply to any renewal, extension or modification of the Lease or any continued occupancy of the Unit, even if no written Lease remains in effect.

Agreed to this day of	
LATITUDE ON THE RIVER CONDOMINIUM ASSOCIATION, INC., a Florida not-for-profit corporation:	OWNER(S)
	Signature:
By:, President	Print Name:
Attest:, Secretary	LESSEE(S):
	Signature:
	Print Name:



PARKING GARAGE GUIDELINES

Effective September 1, 2012, oversize vehicles will no longer be accepted in the Latitude Garages either for Valet parking or Self parking. Oversize vehicles are those measuring more than 17 ft. long x 7ft. wide x 6.7 ft. high, such as large pickup trucks and suburban SUV's such as but not limited to: Toyota Tundra and Dodge Ram.

If you have any questions, please contact the Management Office at 786-364-3685.