

**INSTRUCTIONS TO COMPLETE THE APPLICATION TO  
LEASE OR PURCHASE AT RIVER YACHT & RACQUET  
CLUB CONDOMINIUM ASSOCIATION, INC.**

1. If applicants aren't legally married, an application on each person must be completed.
2. Please print legibly or type information. Complete addresses & phone numbers are required.
3. If any questions are unanswered or left blank, this application will be returned unprocessed.
4. Missing information or lack of requested documents will cause delays in processing & approval of your application.
5. Only the applicant/owners are authorized to sign this form.
6. Purchaser is responsible to obtain an assessment coupon book for payment of assessments to the association, by the seller or Management Company.

***One pet, under twenty pounds, may be kept in a unit with advance written permission of the Board of Directors.***

***Lessee parking is restricted to the Owner's designated ground level garage space.***

**River Yacht & Racquet Club Condominium Association, Inc.**

**C/O Community Association Management by Stacia Inc.**

**1800 2<sup>nd</sup> Street Suite 717 Sarasota, FL 34236**

**APPLICATION FOR APPROVAL TO PURCHASE OR LEASE A UNIT**

**(Revised 01/23)**

**Please upload application to: [camsbystacia.cincwebaxis.com](https://camsbystacia.cincwebaxis.com)**

**Email: [office@cam-ss.com](mailto:office@cam-ss.com)**

**APPLICANT PORTION:** The undersigned applicant(s) state that they (check one): \_\_\_\_\_ Propose to **PURCHASE** unit # \_\_\_\_\_ Propose to **LEASE** unit # \_\_\_\_\_.

To facilitate consideration of this application, Applicant represents that the following information is factual. Applicant is aware that any falsification or misrepresentation of the facts in this application will result in automatic rejection. Applicant consents to the making of further inquiry concerning this application, particularly of the references provided.

Applicant specifically consents to a credit check and verification and hereby authorizes disclosure of information by Equifax or such other credit rating agency or service that may be chosen by the Association. Employment records, any criminal records, and rental history also may be checked by the Association and verified, and I hereby authorize disclosure of such information to the Association by a reporting agency. Applicant **MUST** complete an interview with the Board of Directors or Screening Committee prior to closing or occupancy of unit.

Condominium units are restricted to permanent residents of not more than two persons per bedroom. This number restriction does not apply to transient guests of less than one week.

**Full name of Applicant** \_\_\_\_\_

Soc. Sec. No. \_\_\_\_\_

Birth Date \_\_\_\_\_

Occupation/Employer \_\_\_\_\_ Phone \_\_\_\_\_

**Full Name of Spouse**

Soc. Sec. No. \_\_\_\_\_

Birth Date \_\_\_\_\_

Occupation/Employer \_\_\_\_\_ Phone \_\_\_\_\_

Full name and relationship to applicant of others who will occupy the unit with Applicant, including children:

**NAME RELATIONSHIP**

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

**Present address of Applicant:** Owners/Managers Name:

\_\_\_\_\_  
\_\_\_\_\_ Street  
\_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_ How Long  
\_\_\_\_\_

Phone Numbers, including area code:

Home: \_\_\_\_\_

Cell: \_\_\_\_\_ Office: \_\_\_\_\_

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

**Previous address:**

Owners/Managers Name \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Date you occupied premise \_\_\_\_\_ to \_\_\_\_\_

**Vehicles to be kept at Condominium:**

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Tag #

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Tag #

State \_\_\_\_\_ Driver License #1 \_\_\_\_\_

Driver License #2 \_\_\_\_\_

**Personal reference (local if possible):**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home: \_\_\_\_\_

Cell: \_\_\_\_\_ Office: \_\_\_\_\_

**Person to be notified in case of emergency:**

Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone Numbers, including area code:

Home: \_\_\_\_\_

Cell: \_\_\_\_\_ Office: \_\_\_\_\_

**Has the Applicant previously been a resident or owner at River Yacht & Racquet Club?**

Yes \_\_\_\_\_ No \_\_\_\_\_ if yes, identify unit occupied and dates of

Occupancy: Unit: \_\_\_\_\_

Dates: \_\_\_\_\_

**Planned occupancy date:**

If Lease: From (Date) \_\_\_\_\_ to \_\_\_\_\_

If Purchase: (Closing Date) \_\_\_\_\_

Real Estate Agent (I/A): \_\_\_\_\_

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

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

**Mailing address, if different than present address:**

Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

**\*\*One pet, under twenty pounds is allowed. If you have a pet, what is it  
\_\_\_\_\_ and how much does it weigh \_\_\_\_\_.**

**\*NOTE:**

RIVER YACHT & RACQUET CLUB IS GOVERNED BY THE ASSOCIATIONS  
DECLARATION OF CONDOMINIUM, ITS BYLAWS AND RULES &  
REGULATIONS AND AGREE TO ABIDE BY THEM. ANY VIOLATION  
THEREOF MAY RESULT IN TERMINATION OF OCCUPANCY AS A LESSEE  
AT THE OPTION OF THE BOARD OF DIRECTORS.

BY SIGNING THIS APPLICATION, I AGREE TO BE AWARE AND ABIDE BY  
ALL APPLICABLE USE RESTRICTIONS, RULES AND REGULATIONS  
GOVERNING THE USE OF UNITS AND THE CONDOMINIUM PROPERTY.

BY SIGNING THIS APPLICATION, I CERTIFY THAT I HAVE RECEIVED A  
COPY OF THE "DECLARATION OF CONDOMINIUM," "ITS BYLAWS" AND  
"RULES AND REGULATIONS" AND I FURTHER AGREE, TO TAKE FULL  
RESPONSIBILITY FOR ANY GUESTS THAT I HAVE, AND THAT THEY WILL  
ALSO ABIDE BY ALL RULES AND REGULATIONS.

BY SIGNING THIS APPLICATION, I ACKNOWLEDGE THAT ANY VIOLATION  
OF THE TERMS, PROVISIONS AND COVENANTS OF THE CONDOMINIUM  
DOCUMENTS INCLUDING THE "RULES AND REGULATIONS" PROVIDES  
FOR IMMEDIATE ACTION AS PROVIDED IN THOSE DOCUMENTS.

BY SIGNING THIS APPLICATION, I ACKNOWLEDGE THAT RIVER YACHT &

RACQUET CLUB CONDOMINIUM ASSOCIATION, INC., HAS 15 DAYS TO CONSIDER THIS APPLICATION AFTER IT IS RECEIVED BY THE BOARD OF DIRECTORS, AND THAT OCCUPANCY OF THE UNIT BEFORE APPROVAL OF THIS APPLICATION WILL RESULT IN DISAPPROVAL OF THE APPLICATION.

Dated: \_\_\_\_\_

Applicant: \_\_\_\_\_

Dated: \_\_\_\_\_

Applicant: \_\_\_\_\_

### UNIT OWNER PORTION:

If this is an Application for a proposed Sale, or a proposed Lease, the current unit owner must complete this portion of the Application and comply with the following steps before the Association will consider the Application.

Send completed application to River Yacht & Racquet Club, C/O Community Association Management by Stacia Inc. 1800 2<sup>nd</sup> Street, Suite 717 Sarasota, FL 34236 along with:

A Check made Payable to River Yacht & Racquet Club

1) Make sure a check for the application fee in the amount of \$125 is included by the Buyer/Lessee. **\*\*If applicants are not married or have different last names, an additional application fee is required to process two separate credit and background reports.**

[Please make sure a check for \\$50 is also included made payable to CAMS for the processing fee.](#)

2) If the Application is for approval to lease a unit, attach a copy of the proposed lease signed by the proposed lessee (tenant).

3) If the Application is to retain a unit acquired by gift, devise, or inheritance, attach a certified copy of the deed or other instrument by which title was received. No approval of this Application shall be valid or binding unless: all owners of the unit or their authorized agent sign Application; All assessments, late fees, etc., are paid in full through the date of sale or lease.

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

Date \_\_\_\_\_

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

Date \_\_\_\_\_

=====

===== FOR OFFICE USE ONLY RECEIPT: Received by:

\_\_\_\_\_ Date

Date \_\_\_\_\_

BOARD ACTION: APPROVED \_\_\_\_\_ DISAPPROVED

\_\_\_\_\_

Signature \_\_\_\_\_ Date

\_\_\_\_\_

Signature \_\_\_\_\_ Date

\_\_\_\_\_