

FirstService Residential Management
1904 Clubhouse Drive
Sun City Center, FL 33573
(813) 642-8990 Fax: (813) 642-8790

Board Approval _____

LEASE APPLICATION
MUST BE SUBMITTED 10 DAYS PRIOR TO COMMENCEMENT OF LEASE

ASSOCIATION: _____ UNIT # _____

UNIT ADDRESS: _____

TERM OF LEASE: FROM: _____ TO: _____

AGENT OR BROKER: _____ AGENT'S PHONE NO. _____

LESSORS (Owners): _____

ADDRESS: _____

HOME PHONE: _____ OTHER _____

LESSEES (Renters): _____

PERMANENT
ADDRESS: _____

HOME PHONE: _____ OTHER _____

EMERGENCY CONTACT: (Name, Relationship, City, State, Phone) _____

Upon signing this Lease Application, I (we) signify that all parties to the lease understand and agree to the following:

1. Application Fee as required by Association Documents, payable to the Association.
2. Registration Fee of \$50 as required by the Federation Documents, payable to The Federation of Kings Point. *(Effective July 1, 2012)*
3. One of the Lessees is at least 55 years of age. (Photocopy of Driver's License, Passport or other legal document showing birthday and photo, attached for each occupant.)
4. Appropriate Lease Addendum specific to the Association must be signed, notarized and attached.
5. Pet Agreement and pet deposit or Service Animal Request, when applicable. (Pets are only permitted in some associations)
6. Each lessee and any other invitee is subject to the rules and regulations, as a Unit Owner, and posted and/or specified in the Declaration of Condominium of this Association and in the Amendments thereto.
 - a. While residing at Kings Point, no persons under the age of 18 will be permitted to visit for a period exceeding 30 days, in any calendar year, in accordance with Article XIII.
 - b. Term of Lease must be 30 days or more, in accordance with Article XI.
 - i. All lessees are equally and severally parties to this Lease Agreement.
 - ii. Sub-leasing if permitted is subject to the same terms and conditions as the original lease.
 - iii. All leases less than 6 months are subject to Sales & Tourist Development Tax, which is the sole responsibility of the unit owner or owner's agent.
7. **Realtors signing on behalf of unit owner must furnish a copy of their authorization to manage the property.
8. Lessee acknowledges Kings Point West is a Senior Safety Zone, as defined by Hillsborough County Ordinance Number 07-12 (effec.08/08).
9. I would like my name and phone number published in the directory. _____ NO
10. Are you an Active Service Member as defined in s. [250.01, Florida Statutes](#). _____ YES _____ NO

OWNER'S OR **AGENT'S SIGNATURE(s)

LESSEE'S (Renters) SIGNATURES(s)

_____ Date: _____ Date: _____

_____ Date: _____ Date: _____

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The following is for completion by FirstService Residential Management only

Received by: _____ Date Rec'd: _____ ID: _____ \$50. Req. Fee/Ck# _____

App. Fee /Ck# & Amt. _____ Pet Agreement/Ck# & Amt. _____ Assessment Due: _____

Reviewed by: _____ Date: _____

**ADDENDUM TO LEASE APPLICATION
HIGHGATE A CONDOMINIUM ASSOCIATION
A NO PET ASSOCIATION**

Name(s): _____ Association: Highgate A Condominium

Unit Address _____ Unit # _____

I/we acknowledge that this condominium association **does not allow pets** to be harbored in the unit or to be on the association's property. **Visitors, lessees or guests may not have pets in the unit or on the association's property.** Bringing a pet into a pet-free condominium may result in a fine and removal of the pet(s), in accordance with the condominium governing documents.

Units on Holford Court have only one (1) parking space. Visitor spaces are not to be used for additional vehicles or golf carts owned by unit lessee(s).

Lessee(s) are responsible for adhering to the restrictions, rules and regulations of this condominium association and are encouraged to review the association's documents, which are available from the unit owner, FirstService Residential or the Hillsborough County Clerk of the Court.

Signature of Lessee(s)	
_____ Signature	_____ Signature
STATE OF _____	
COUNTY OF _____	
The foregoing instrument was acknowledged before me this _____ day of _____, 20____	
by _____.	
personally known to me	
produced _____ as identification.	
_____ Notary Public	

FORM MUST BE SIGNED BY ALL LESSEE (S) OF UNIT

HIGHGATE A CONDOMINIUM ASSOCIATION, INC.
RULES AND REGULATIONS

Effective Date: August 21, 2013

The following rules and regulations have been adopted by the Board of Directors of Highgate A Condominium Association, Inc. pursuant to the authority contained in Article XVII, Section 2 of the By-Laws of Highgate A Condominium Association, Inc. (the "By-Laws"). Should any rule or regulation herein conflict with the By-Laws, the By-Laws shall control. The following rules and regulations may be amended by the Association's Board of Directors from time to time.

STORAGE

1. Carports shall not be used to store personal property, including, but not limited to, boxes, containers, equipment, supplies and personal property of any kind, except that two bicycles, one vehicle and one golf cart may be parked and stored in a carport. The Board may require any owner or occupant to remove items that are stored in the carport in violation of this provision.
2. Personal property of any kind shall not be stored outside of a Unit, including within the open space between patios or on common elements. Limited storage is permitted in limited common elements only as provided in these rules and regulations.
3. Notwithstanding anything herein to the contrary, the following items may be stored on a patio or within a carport: a. One reasonably sized outdoor table; b. Four reasonably sized outdoor chairs; c. One outdoor grill; d. No more than six small potted plants; e. One storage cabinet, which shall not exceed 30"D x 48"W x 82"H.

PARKING

1. Motor vehicles of any kind shall be duly registered, operational and parked within a carport or on a driveway, except as provided for herein.
2. No motor vehicle of any kind whatsoever shall be parked on any street, roadway, or road right-of-way within the Condominium property, except as follows:
 - a. Guests may park on the street during daylight hours, overnight parking is prohibited.
 - b. A commercial vehicle may be parked on any street or roadway within the Condominium, provided that the commercial vehicle is only parked on the

street or roadway within the Condominium for less than eight (8) consecutive hours while the owner or custodian of the commercial vehicle is providing service to a unit occupant.

- c. Moving trucks and large delivery vehicles may park on the street within the Condominium for purposes of loading and unloading; provided, however, no such parking shall be permitted for more than eight (8) consecutive hours.
 - d. Recreational vehicles ("RV's"), boats and trailers may park on the street during daylight hours on the day of departure and the day of return only, for no more than eight (8) consecutive hours.
 - e. Law enforcement and emergency medical personnel vehicles are exempt from the Association's parking rules, regulations and restrictions, provided that they are present at the Condominium to carry out official duties or to address an emergency of any kind.
3. No motor vehicle of any kind whatsoever shall ever be parked in a manner that obstructs any sidewalk or another unit's driveway within the condominium property.
 4. No motor vehicle of any kind whatsoever that is inoperable, has substantial body damage, or has an expired tag or registration shall be parked within the Condominium at any time.
 5. No motor vehicle of any kind whatsoever shall be parked on grass or landscaping in the Condominium.
 6. Guests of unit owners and occupants may temporarily park vehicles in unassigned guest spaces so marked in Holford Court.
 7. RV's, boats and trailers are permitted to park in the street only as provided above. Additionally, RV's, boats and trailers are permitted to park on a unit driveway on the day of departure and the day of return only, for up to twenty-four (24) consecutive hours. Otherwise, no RV, boat or trailer shall otherwise be parked within the Condominium. In no event shall an RV, boat or trailer ever be parked in a manner that will obstruct any sidewalk or another unit's driveway, nor shall an RV, boat or trailer be parked in any manner that would constitute a hazard or danger to other vehicles or pedestrians
 8. The Board of Directors reserves the right to temporarily suspend any of the rules and regulations above in the event of an emergency, which term shall mean and include any event or occurrence that presents imminent harm to people or property.

HURRICANE AND EMERGENCY PREPAREDNESS

1. Unit owners and occupants are responsible for securing their condominium unit and personal property at all times. Owners and occupants shall comply with the Declaration of Condominium requirements governing hurricane and emergency preparedness, as well as any other instructions provided by the Association or its agent during an emergency of any kind, including but not limited to, fire or other natural disasters.
2. No unit owner or occupant shall interfere with the Association's efforts to secure the Condominium and Association property in the event of a tropical storm, hurricane, natural disaster or emergency of any kind.
3. Each unit owner and occupant who plans to be absent from their unit for more than three consecutive weeks (21 days) shall store all unsecured items inside the unit prior to departure.

I/We have read the above Highgate A Rules and Regulations.

Signature of Owner(s)/Lessee(s)	
_____	_____
Signature	Signature
STATE OF FLORIDA	
COUNTY OF HILLSBOUGH	
The foregoing instrument was acknowledged before me this _____ day of	
_____, 20__ by _____,	
personally known to me	
produced _____ as identification.	

Notary Public	