

## **THE VILLAGE AT TOWNPARK APPLICATION FOR PURCHASE OR LEASE**

Thank you for your interest in purchasing/renting a home at The Village at Townpark. The attached pages constitute the complete Application Package for our Community. All Purchase/Tenant Applications must be approved by the Association PRIOR to moving into the unit.

### **Association Purchase Requirements:**

A non-refundable application fee is required for each person who will be residing over the age of 18. This fee is used for a complete criminal background check as required by the Association. Please see the Fee Reference Page.

### **Exceptions to the application fee are as follows:**

1. Only one application fee is required if the purchasers are legally married.
2. No fee is required for children of the applicant(s) providing the children are under the age of 18. If over 18 an application is required.

### **How to submit the Form and required application processing fee:**

The application may be sent by:

1. Mail: to The Village at Townpark, 7610 River Oak Run, Bradenton, FL 34202. The application fee must be paid by check or money order. **CASH CAN'T BE ACCEPTED.**
2. Email: You may email your application to [manager@thevillageattownparkcondo.com](mailto:manager@thevillageattownparkcondo.com) Make payment either by mail or pay in person at the Village at Townpark. There is a secured drop box outside the office door. **Checks should be made out to The Village at Townpark Condominiums.**
3. **Drop it off in person**

Please remember:

***the Application will not be processed until payment is received and confirmed.***

Sincerely,

***Management***

[manager@thevillageattownparkcondo.com](mailto:manager@thevillageattownparkcondo.com)

941-373-1993

The Village at Townpark Condominiums

## **Important Facts to Consider**

1. Please print legibly on the Application Form. The Application must contain all information requested. If any information is omitted the Application will not be processed.
2. Only the purchaser(s) are authorized to complete and sign the Application Form.
3. **At no time may a Unit be leased for a period of less than three (3) months at no more than four (4) times per year. Upon approval a copy of the executed lease is required.**
4. At no time may a Unit be permanently occupied by more persons than the number of bedrooms times two (ex. Two bedroom equals 4 people).
5. Residents are allowed a maximum of two (2) household cats or approved dogs. **No dangerous dog breeds are permitted. A non-refundable pet fee per dog is required unless the pet is a service animal then the fee is exempt.** The Association does hold the right to have any pet permanently removed with a three (3) day notice should a pet be found to be a nuisance or annoyance to neighbors. **The attached "Pet information" form must be completed and a picture of your pet(s) must be attached.**
6. **Utilities (water/sewer, cable, electric and phone) are the responsibility of the unit owner. The lessee has the responsibility to put the bill in their name but it is ultimately the owners responsibility to make sure the lessee pays the bill.**
7. Pest Control – Pest control is provided by the Association for the grounds and interior. If there is an issue in your unit, please contact Pest Armor.

**PURCHASE APPLICATION**  
**FOR**  
**THE VILLAGE AT TOWNPARK**

***This application will not be processed unless all information is completed and payment of the application fees has been made. Each resident must complete his or her own application.***

Unit #: \_\_\_\_\_

Street Address: \_\_\_\_\_

Purchaser Name: \_\_\_\_\_

Telephone #: \_\_\_\_\_

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

Owner's Name: \_\_\_\_\_

Owner's Phone #: \_\_\_\_\_

Agent's Name: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Agent's Email Address: \_\_\_\_\_

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**APPLICANT AGREEMENT WITH ASSOCIATION**

**(Resident Signature Required)**

I hereby agree to the following:

1. To be aware and abide by the all applicable Use Restrictions as well as the Rules and Regulations governing the use of Units and the condominium property.

2. By signing below, I certify that I have received a copy of the Use Restrictions and Rules and Regulations and that I further agree to take full responsibility for any guests that I may have and that they will also abide by the same rules.

3. By signing below, 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 these documents.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Lease Application**  
**For**  
**The Village at Townpark**

Unit Address: \_\_\_\_\_

Lease Start Date: \_\_\_\_\_

Lease End Date: \_\_\_\_\_

Unmarried applicants must fill out separate applications. Do not leave any blank spaces.

Name: \_\_\_\_\_ SS# \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
DOB: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Spouse: \_\_\_\_\_ SS# \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
DOB: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Other Occupants (including related children under the age of 18):**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Age: \_\_\_\_\_

**Emergency Contact Information:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone No: \_\_\_\_\_

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

Alternate Phone No: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone No: \_\_\_\_\_

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

Alternate Phone No: \_\_\_\_\_

Other Information that may be important:

\_\_\_\_\_

**Pets:** Yes  No

**If YES, you must complete the attached Pet registration.**

**Current Address:**

Street: \_\_\_\_\_ City: \_\_\_\_\_

Zip: \_\_\_\_\_

**Vehicles**

Vehicle #1:

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

Vehicle #2:

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

Home Telephone Number: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Work Telephone Number: \_\_\_\_\_

Email Address #1: \_\_\_\_\_

Email Address #2: \_\_\_\_\_

\_\_\_\_\_

Applicant Signature

Date: \_\_\_ / \_\_\_ / \_\_\_

\_\_\_\_\_

Spouse Signature

Date: \_\_\_ / \_\_\_ / \_\_\_

**The Village at Townpark Condominium Association**  
**PET REGISTRATION FORM**

*Please note that Residents are allowed a maximum of two (2) household cats or approved dogs. No dangerous dog breeds are permitted. A non-refundable \$50 pet fee per pet is required unless the pet is a service animal then the fee is exempt. The Association does hold the right to have any pet permanently removed with a three (3) day notice should a pet be found to be a nuisance or annoyance to neighbors. No snakes, large lizards or other exotic animals are permitted. A picture of the pet(s) is required along with a \$50 per dog non-refundable pet fee*

#1 Type: \_\_\_\_\_ Weight: \_\_\_\_\_ Age: \_\_\_\_\_

Name of Pet: \_\_\_\_\_

Breed of animal: \_\_\_\_\_

Identification Tag #: \_\_\_\_\_

#2 Type: \_\_\_\_\_ Weight: \_\_\_\_\_ Age: \_\_\_\_\_

Name of Pet: \_\_\_\_\_

Breed of animal: \_\_\_\_\_

Identification Tag #: \_\_\_\_\_

**This registration is made in accordance with the pet rules at The Village at Townpark Condominiums. All pets must be kept on a leash; owners are responsible for disposing of all pet waste while walking the pet. All pets must be registered with the Association. The Association does hold the right to have any pet permanently removed with a three (3) day notice should a pet be found to be a nuisance or annoyance to neighbors.**

\_\_\_\_\_

Date: \_\_\_ / \_\_\_ / \_\_\_

Owner Signature

