



Updated 12-2022

Vizcaya Villas Homeowners' Association, Inc.

c/o Coastal Association Services, LLC.

1314 Cape Coral Pkwy East, Suite 205 Cape Coral, Florida 33904

T: 239-689-3080 // F: 1-844-273-1058 // Email: info@coastalassociation.biz

*****AUTHORIZATION FORM*****

SEPARATE APPLICATIONS ARE REQUIRED FOR APPLICANTS OVER THE AGE OF 18 IF THEY ARE NOT THE SPOUSE OF THE APPLICANT. A COPY OF A VALID DRIVERS LICENSE OR PHOTO ID IS REQUIRED FOR ALL APPLICANT'S OVER THE AGE OF 18.

By signing, the applicant recognizes that Vizcaya Villas Homeowners' Association, Inc., or its agent Coastal Association Services, LLC. may obtain and verify a consumer credit report, along with an investigation of my background which may include information regarding to my character, banking history, criminal history, present and prior residential history and past and present employment history. I/We agree to indemnify and hold harmless the above Association and its agent, Coastal Association Services, LLC., it's employees, Officers and Directors, affiliates, sub-contractors and agents from any loss, expense, or damage which may result directly or indirectly from information or reports furnished by Coastal Association Services, LLC.

I/We hereby waive any privileges I/We may have with respect to the said information in reference to its release to the aforesaid party. Information obtained on this report is to be released to the Condominium Association Board of Directors and / or screening committee only.

Applicant Signature

Applicant Printed Name

Applicant Social Security Number

Applicant Date of Birth

Date Signed

Spouse's Signature

Spouse's Printed Name

Spouse's Social Security Number

Spouse's Date of Birth

Date Signed

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_____ Applicant's/Spouse's Initials



APPLICATION FOR OCCUPANCY
PLEASE PRINT

COMPLETE ALL QUESTIONS AND FILL IN ALL BLANKS
RETURN, WITH A COPY OF THE **LEASE OR PURCHASE CONTRACT** and an
Application Fee of \$150.00 per application made payable to Vizcaya Villas
We Accept Cash, Business, Cashier's or Money orders. **(No Personal Checks)**

A CREDIT HISTORY AND BACKGROUND CHECK MAY BE ORDERED AND THE BOARD MAY CONDUCT AN INTERVIEW PRIOR TO APPROVAL. Please allow 30 days for approval after all information is received by Coastal Association Services, LLC.

Date of occupancy: _____

Address of Unit being Leased/Purchased: _____

Number of people to occupy the unit: _____

Purchaser / Renter Information (Circle One):

If leasing please indicate the **Lease Starting Date:** _____ **Lease Ending Date:** _____

Name: _____ Date of Birth: _____

Drivers License Number: _____ Phone #: _____

E-Mail Address: _____

Spouse's Name: _____ Date of Birth: _____

Drivers License Number: _____ Phone #: _____

E-Mail Address: _____

Other Occupant(s):

Name: _____ Relationship: _____ Age: _____

Name: _____ Relationship: _____ Age: _____

Name: _____ Relationship: _____ Age: _____

If Purchasing the home please indicate use: Permanent Residence: _____ Rental: _____
Seasonal Residence: _____ Other (Specify): _____

If Purchasing – Official Mailing Address After Closing:

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_____ Applicant's/Spouse's Initials



Name of Current Owner _____

Name and Phone Number of Realtor: _____

Name and Phone Number of Closing Agent: _____

In Case of Emergency Notify:

1. Name: _____ Phone: _____

Address: _____

2. Name: _____ Phone: _____

Address: _____

Do you have any Pets: Yes: _____ No: _____

If yes, What is the name of your Pet(s): _____

What type/breed is your pet(s): _____

How many pounds: _____

Miscellaneous:

Do you own a water bed: Yes: _____ No: _____

Do you smoke: Yes: _____ No: _____

Do you own real estate: Yes: _____ No: _____

If yes, please explain where: _____

Have you ever been evicted from any rental premises: Yes: _____ No: _____

If yes, please explain: _____

Have you ever willfully and intentionally refused to pay rent when due: Yes: _____ No: _____

If yes, please explain: _____

Have you ever been convicted of a felony? Yes: _____ No: _____

If yes, please explain: _____



Personal Information

Vehicle Type: _____ Color: _____

License Plate Number: _____

Vehicle Type: _____ Color: _____

License Plate Number: _____

Nearest Relative Not Living With You:

Name: _____

Address: _____

Relationship: _____

Phone Number: _____

Two Work References:

Name: _____

Title: _____

Address: _____

Phone Number: _____

Name: _____

Title: _____

Address: _____

Phone Number: _____



Two Personal References:

Name: _____

Address: _____

Relationship: _____

Phone Number: _____

Name: _____

Address: _____

Relationship: _____

Phone Number: _____

Residence History (At Least 5 Years)

Present Street Address: _____

City, State, Zip: _____ Phone: _____

Your E-Mail Address: _____

Current Landlords Name: _____

Address: _____

Landlords Phone: _____ Dates of Residency: From _____ to _____

Prior Residency Address: _____

City, State, Zip: _____

Prior Landlords Name / Address: _____

Landlords Phone: _____ Dates of Residency: From _____ to _____



Employment & Bank References

Currently Employed: Yes: _____ No: _____ Retired: Yes: _____ No: _____

Employed By / Retired From: _____

Address: _____

Phone Number: _____

Length of Employment: _____ Monthly Salary: \$ _____

Spouse Employed By / Retired From:

Address: _____

Phone Number: _____

Length of Employment: _____ Monthly Salary: \$ _____

(If Less Than 5 Years At Present Employment)

Prior Employer _____

Length of Employment: _____

Address: _____

Phone Number: _____

Spouse's Prior Employer: _____

Length of Employment: _____

Address: _____

Phone Number: _____

Bank Reference (Name): _____ Phone: _____

Address: _____ How Long _____



Governing documents can be obtained at: www.coastalassociation.biz/vizcaya-villas/

Applicant's/spouse's initials required

I/We have received, read and understand all Governing Documents/Rules & Regulations for Vizcaya Villas Homeowners' Association, Inc. Further, I/We agree to honor and abide by all of the provisions according to Governing Documents/Rules & Regulations for Vizcaya Villas Homeowners' Association, Inc., including but not limited to:

1. No vehicles are permitted in guest parking unless they are the guest of the owner/tenant.
2. No Ads of any kind on vehicles. Company vehicles with ads are ONLY permitted during work hours at the Property.
3. Note trash schedule and proper location of storing trash cans. Trash cans are to be properly stored away every Thursday afternoon and subject to removal by HOA, at the cost of the property owner.
4. Parking spaces are assigned to each unit; for any extra spots, please contact Andrea at (239) 628-3138. Andrea is a private owner of the lots upfront, and the Association shares no liability or responsibilities.

By signing below, the applicant recognizes that Vizcaya Villas Homeowners' Association, Inc. or its agent, Coastal Association Services, LLC. may obtain and verify a consumer credit report, along with an investigation of my background which may include information regarding to my character, banking history, criminal history, present and prior residential history and past and present employment history. I/We agree to indemnify and hold harmless the above Association and its agent, Coastal Association Services, LLC., it's employees, Officers and Directors, affiliates, sub-contractors and agents from any loss, expense, or damage which may result directly or indirectly from information or reports furnished by Coastal Association Services, LLC..

I/We certify that all of the above furnished information is true and accurate, should there be any discrepancies and/or false information provided, I understand that this application is null and void.

As required by law, this information is kept strictly confidential.

Applicant Name: _____

Applicant's Signature: _____

Spouse Name: _____

Spouse's Signature: _____

