

KOKOMO KEY HOMEOWNERS ASSOCIATION, INC.

INSTRUCTIONS FOR APPLICATIONS FOR RENTAL

APPROVAL OF RENTAL IS CONTINGENT UPON RECEIPT OF ALL SIGNED DOCUMENTS **TWENTY (20) DAYS PRIOR** TO OCCUPANCY.

IF DOCUMENTS ARE NOT COMPLETE, THEY WILL BE RETURNED AND LESSEE WILL NOT BE APPROVED.

ALL OWNERS NOT COMPLYING WILL BE SUBJECT TO FINES AS CALLED FOR IN THE ASSOCIATION'S DOCUMENTS.

PLEASE NOTE THAT THE RULES AND REGULATIONS MUST BE READ AND THE AGREEMENT MUST BE SIGNED AND RETURNED WITH THE APPLICATION.

THE FOLLOWING ITEMS ARE **NECESSARY** FOR THE PROCESSING OF ANY RENTAL.

1. COMPLETED AND SIGNED APPLICATION.
2. \$165.00 CHECK MADE PAYABLE TO KOKOMO KEY HOMEOWNERS ASSOCIATION.
(WHICH INCLUDES \$150.00 APPLICATION/PROCESSING/
BACKGROUND FEE AND \$15.00 GATE ENTRY PROGRAMMING
FEE). TWO (2) NON RELATED LESSEES, AN ADDITIONAL
\$165.00 IS REQUIRED.
3. IF APPLICABLE, A NON-REFUNDABLE \$150 CHECK MADE PAYABLE TO
KOKOMO KEY HOMEOWNERS ASSOCIATION FOR A DOG FEE.
3. TWO (2) LETTERS OF REFERENCE SHOWING AN ADDRESS
AND TELEPHONE NUMBER WHERE THE WRITER MAY BE
CONTACTED. NO RELATIVES.
4. COPY OF SIGNED LEASE AGREEMENT.
5. SIGNED RULES AND REGULATIONS AGREEMENT.
6. **MAINTENANCE ASSESSMENTS MUST BE CURRENT UP TO
THE TIME OF RENTAL. IF EARLY APPROVAL IS DESIRED,
PRE-PAYMENT OF ASSESSMENTS IS NECESSARY.**

THANK YOU FOR YOUR COOPERATION IN THIS MATTER.

PLEASE RETURN THE COMPLETED APPLICATION TO:

CMC MANAGEMENT, INC.
2850 JOG ROAD
GREENACRES, FL 33467