

SOUTH FORK OF HILLSBOROUGH COUNTY III
HOMEOWNERS ASSOCIATION, INC.

BOARD CHECKLIST FOR LEASE APPROVAL

Name of Owner(s): _____ (the "Owner")

Address of Lease: _____ (the "Property")

- Lease application was received at least ten (10) days prior to tenancy.
_____ (Owner's initials) I understand that leases submitted within ten (10) days of the beginning of the lease period will incur a \$100 expediting fee.
- Lease is for a term of at least one (1) year.
- Tenant Profile
- Lease application is complete:
 - Signature(s) for all tenant(s) and/or owner(s)
 - Page 4 provisions initialed by all tenant(s) and/or owner(s)
 - Included full copy of signed, written lease.
 - Included background check for tenant(s) and/or occupant(s).
If we do background/sex offender check, \$30.00 per person, check/money order made out to Meritus Association.
- \$50.00 Application fee paid, check made out to South Fork HOA
- Property will be used for only residential purposes.
- Property will be used only by a single family.

Questions/Comments:

Approve (by: _____)

Disapprove (by: _____)