

Bear Creek Estates HOA Inc.

c/o ASC Property Services Inc.
1073 Willa Springs Dr., Suite 2001, Winter Springs, FL 32708
407-636-6060
www.ASCFlorida.com

MEMBERSHIP Rental Application

Welcome to Bear Creek!!!!

Completing an application to become a resident of our community is an important decision. The Board of Directors requests that you take a moment to familiarize yourself with the lifestyle of Bear Creek Home Owner Association living; this is a Homeowners Association with many restrictions. With HOA living, there must be rules and regulations to ensure that all residents enjoy the same benefits and security. Please carefully review the governing documents our homeowners association available at the management website to view/print for free at www.ASCFlorida.com, click on documents, click on Bear Creek.

For this reason, the Association must approve all prospective residents prior to the signing of a lease. Please complete all forms attached with this application package, attach a copy of the sales contract or proposed lease along with the application fee of \$100.00 (for each additional applicant, an additional fee of \$30.00 each is required), and submit to the Management Office.

All items of the application must be completed, including driver's license number and social security numbers. We will be conducting a criminal background check, credit check, and other required checks as part of the Association's decision-making process. Make all checks payable to "ASC Property Services Inc."

The review process takes up to ten (10) days after receipt of a complete application, after which you will be notified if you have been approved or declined. When the recommendation has been received with an approval, you may immediately occupy your new home, not before. Should the application period be more than 10 days the homeowner will be notified of the extension.

LESSEE MAY NOT MOVE INTO THE HOME UNTIL THE BACKGROUND CHECK HAS BEEN COMPLETED AND APPROVED. SHOULD THE APPLICANT MOVE IN PRIOR TO AN APPROVAL, THE APPLICATION WILL BE DECLINED AND THE APPLICANT REQUIRED TO MOVE OUT.

The Management and the Board of Directors wish you a trouble-free and pleasant move to our community. Welcome!

Please note, no commercial vehicles, no trailers, and all vehicles must be properly registered with the state and road worthy.

Sincerely,

The Board of Directors for Bear Creek Estates Inc.

Contact Form

Should we have any questions regarding your application to sell or lease your home, or to immediately notify you of the decision, please indicate below the names and numbers we should contact with questions or results.

Who do we contact with our approval/denial? List below.

Home Owner Name: _____

Phone: _____

Mailing Address: _____

Email: _____

OR

Home Owner's Agent: _____

Phone: _____

Mailing Address: _____

Email: _____

Results: _____

Date Contacted: _____

NOTICE OF INTENT TO LEASE
(To be completed by home owner)

BEAR CREEK ESTATES HOA INC.

PLEASE PRINT CLEARLY

In compliance with the Declaration and the Rules and Regulations of Bear Creek Estates HOA Inc., I (we) hereby serve notice that I (we) desire to lease our home address _____ in accordance with the attached lease agreement.

I (we) agree to provide to the Lessee a copy of the Declarations and the Rules and Regulations of the Bear Creek Estates Homeowners Association.

I (we) will be bound by the Declaration, By-Laws, Articles of Incorporation, and Rules and Regulations of the Homeowners Association.

The Owner assumes the responsibility and liability for the tenant and any violations that may occur.

Print Name of Owner (s) or Agent

Signature of Owner/Agent

Instructions:

Applications must be accompanied with an application fee of \$100.00 to cover the background checks. The fee is non-refundable. For more than one application, additional fee of \$30.00 for each is required.

All leases require advance approval by the Board of Directors prior to the Lessee taking occupancy. **The Board may take up to 10 days from receipt of the complete application package to render a decision, should additional time be required, notification will be made.** Schedule the lease start dates accordingly.

Name of Renter: _____

Phone Number: _____

Name of Homeowner: _____

Phone Number: _____

Name of Rental Manager: _____

Phone Number: _____

Complete and return attached forms to the address below:

ASC Property Services Inc.
Attn: Bear Creek Rental
1073 Willa Springs Dr., Suite 2001
Winter Springs, FL 32708

Please attach a copy of your contract for sale, or lease agreement, here.

Bear Creek Estates HOA Inc.

THIS FORM TO BE COMPLETED BY EACH PROSPECTIVE RENTER AUTHORIZING BACKGROUND/CREDIT CHECK.

NAME: _____ Date of Birth ____/____/____

Social Security Number _____ Drivers Lic# _____

Work Phone: _____ Home/Cell: _____

Residential History (2 years)

Address: _____

City: _____ State: _____ Zip: _____

Landlord Name: _____ Landlord Phone: _____

Length of Residency: _____ Did you Rent/Own (circle one) Payment: \$ _____/month.

Previous Address (if less than 2 years at last address)

Address: _____

City: _____ State: _____ Zip: _____

Landlord Name: _____ Landlord Phone: _____

Length of Residency: _____ Did you Rent/Own (circle one) Payment: \$ _____/month.

Employment History (3 years)

Current Employer: _____ Time with Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Position: _____ May we contact: _____

Monthly Income: _____

Previous Employer: _____ Time with Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Position: _____ May we contact: _____

Monthly Income: _____

Applicant Signature: _____ Date: _____

The Following person(s), in addition to the owner will occupy the home (applications required for all occupants 18 and older).

Name: _____

Relationship: _____

Name: _____

Relationship: _____

Name: _____

Relationship: _____

Name: _____

Relationship: _____

Name: _____

Relationship: _____

Name: _____

Relationship: _____

Applicant Signature: _____ Date: _____

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City: _____ State: _____ Zip: _____
Position: _____ May we contact: _____
Monthly Income: _____

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Address: _____
City: _____ State: _____ Zip: _____
Position: _____ May we contact: _____
Monthly Income: _____

Applicant Signature: _____ Date: _____

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Name: _____	Relationship: _____
Name: _____	Relationship: _____
Name: _____	Relationship: _____
Name: _____	Relationship: _____

Applicant Signature: _____ Date: _____

BEAR CREEK ESTATES HOA INC.

Applicant please read and sign below:

I represent that all information in this application is true and complete. I understand that a residence history report, employment verification report, credit verification, and other background information will be obtained with regard to this application, and that any falsification or misrepresentation on the application will result in automatic rejection of this application. I understand that there is a non-refundable processing fee of \$100.00 for the application (\$30.00 for each additional applicant after the first) and background check required with regard to this application paid directly to "ASC Property Services Inc."

I agree to comply with the terms, provision, conditions and covenants of the Association's Declaration of HOA, Articles of Incorporation, By-Laws and Rules and Regulations, and that failure to comply will result in corrective action being taken by the Association and/or Landlord. I acknowledge receipt of the Bear Creek Estates HOA Inc. Documents, CC&R's, and Rules and Regulations.

I understand that the Association may, pursuant to Section 943.953 Florida Statutes, obtain a criminal history of the applicant signing this application. By signing this application, the applicant hereby consents to the Association obtaining criminal history and considering it in connection with the application. Every effort will be made by the Association to maintain the confidentiality of the report; however, by signing the application, you hereby waive and hold the Association harmless of any claim, or suit regarding use of the criminal history information.

Applicant Signature: _____

Date: _____

Applicant Signature: _____

Date: _____