

OWNER APPLICATION FOR APPROVAL TO LEASE UNIT AT THE OAKS

Date: _____

To the Oaks Condominiums Property Owners Association

Owner/Unit Information

Name(s): _____

Unit/Address: _____

Phone: _____ Alt. No: _____

Email: _____

The above Owner(s) hereby request approval to lease the above described unit. A copy of the proposed lease and background check is submitted with this Application.

Owner Signature(s):

_____ date: _____

_____ date: _____

The following information must be provided to the Board of Administration or Manager when lease contract is signed:

1. Copy of signed lease contract
2. Copy of signed "Rules of Conduct document" per Tenant
3. Copy of completed "Lease Information Form" per Tenant

Board approval will be provided upon receipt of the above information and documentation.

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FOR BOARD USE ONLY

Date considered by Board of Directors: _____

Action taken by the Board: Approved _____