



Tenant Application Form

Unit Number: _____ Dates of Occupancy: From _____ To _____

Returning renter? Yes ___ No ___ If yes please provide: Unit # _____ Dates: _____

Name of each tenant over 18 _____

Children occupying unit (under 18) Yes ___ No ___ If yes number of children: _____

Current / Primary address: _____

Telephone Number: _____ Secondary Number: _____

Email: _____ Secondary Email: _____

Emergency Contact: _____ Phone Number: _____

Vehicle: (2 max)

1) Year: _____ Make: _____ Model: _____ Color: _____

License Plate Number: _____ State/Prov: _____ Parking Permit: _____

2) Year: _____ Make: _____ Model: _____ Color: _____

License Plate Number: _____ State/Prov: _____ Parking Permit: _____

Pets: (2 max) Yes ___ No ___ (If Yes, please fill out pet registration form and submit with all supporting documents for approval)

I will obtain tenant insurance for personal contents and liabilities (Recommended): Yes ___ No ___

I hereby consent to and authorize Venetian Palms of Fort Myers to conduct a background review from any authorized reporting agency. (\$75 fee per adult 18 and over)

Name: _____ SS#: _____ DOB: ___/___/___

Signature: _____ Date: _____

Name: _____ SS#: _____ DOB: ___/___/___

Signature: _____ Date: _____

Owner:

Unit Owner: _____ Telephone Number: _____

Property Management Contact: _____ Telephone Number: _____

I maintain current insurance coverage for said unit: Yes ___ No ___

Insurance company name: _____ Phone Number: _____

I agree to assume all responsibility for any and all complex related violations of tenants named above.

(Signature) _____ Date: _____

NOTE TO OWNER/ PROPERTY MANAGER/ PROPERTY MANAGEMENT COMPANY

- Please have the Prospective Tenant(s) fill in the application, sign the Rules & Regulations Acknowledgment and submit, with a photo ID & \$75.00 for each applicant, to the **Owner or the Property Manager/Management Company**.
- **AFTER YOUR REVIEW** and confirmation that all required documents have been collected and filled out properly; Complete the **“owner”** section (Authorizing Venetian Palms to process the application) and submit the **completed** packet to the management office **at least 10 days prior to move in date**.
- The packet **MUST** be submitted directly from the Owner/Property Manager or Management Company to the Venetian Palms Management Office.
 - **Send To: Venetian Palms of Fort Myers 12510 Equestrian Circle Fort Myers, FL. 33907 or email to Rebecca Carras at rcarras@kwpmc.com for processing.**

Please Note: Once we have received approval/denial from the Board, we will call the Property Management Company’s contact if listed or the Owner to notify.

Upon arrival, please stop in the management office to pick up a welcome packet that will include the parking pass for each registered vehicle.

Office Use Only:

Date Application was received: _____ Annual: ___ Seasonal: ___

Photo ID Provided: Yes ___ No ___ Non-U.S. Resident: ___ Passport #: _____

Background fee received: check # _____ \$ _____ Valid until: _____

HOA Fees Current: ___ Emergency Key on file: ___ A/C Compliance: ___ Water shutoff Valve: ___

Board Member Approval:

Date Application submitted: _____ Approved: ___ Denied: _____

Reason for Denial: _____

Board Signature of Approval: _____ Date: _____