

BAYSHORE BATH & TENNIS CLUB
925/935 N. HALIFAX AVENUE
DAYTONA BEACH, FLORIDA 32118
PHONE: 386-255-3686
FAX: 386-257-4821
bcmaoffice@gmail.com

LEASE INFORMATION FOR REALTORS AND UNIT OWNERS

Bayshore suggests that all Real Estate Agents and Unit Owners see that their clients/tenants submit the following within the time frame given below in order that they are ready for **Board Approval**.

- A. A completed, signed "Application for Occupancy"
- B. A completed, signed "Lease Agreement" signed by both tenants and landlord
(i) Lease begin date must be after approval by both the committee and Board of Directors. Any applicant who occupies unit prior to approval will be automatically denied.
- C. A completed, signed "Application for Lease"
- D. A completed, signed "Crime Free Lease Addendum"
- E. Acknowledge that you have read and signed a copy of the "Rules and Regulations"
- F. A completed, signed "Tenant Application for Screening"
- G. Nonrefundable application/processing fee of \$150.00 payable to BCMA
- H. Security Deposit of \$500.00 payable to BCMA – refundable upon expiration of lease, if no damage to common areas (as per Policy & Resolutions 23-22.)
- I. Signed acknowledgement that you have received and read Policy & Resolutions 23-22, which also requires a \$500.00 refundable deposit for moving in and moving out days.

The above nine items must be completed, signed and returned to the Association Office before a meeting can be set up with the Sales and Leasing committee.

THE SALES AND LEASING COMMITTEE INTERVIEW, AND BOARD APPROVAL MUST TAKE PLACE BEFORE THE TENANT CAN MOVE INTO THE UNIT.