

**THIS FORM MUST BE USED FOR ALL APPLICATIONS AFTER MAY 1, 2014**

**GLEN MANOR CONDOMINIUM ASSOCIATION  
APPLICATION FOR APPROVAL TO LEASE CONDOMINIUM UNIT**

**To:** The Board of Directors

**From:** Owner(s) of \_\_\_\_\_

I (We) hereby apply for approval to lease unit \_\_\_\_\_ for the period  
beginning: \_\_\_\_\_ and ending: \_\_\_\_\_.

**A copy of the lease, COMPLETED AND SIGNED is attached.**

APPLICATION AND LEASE AGREEMENT MUST BE RECEIVED 15 DAYS IN ADVANCE OF LEASE  
OCCUPANCY WITH A \$100.00 APPLICATION FEE PAYABLE TO GLEN MANOR CONDOMINIUM  
ASSOCIATION.

**PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION**

1. Full name of owner \_\_\_\_\_
2. Owner's address while not in unit \_\_\_\_\_
3. Owner's telephone number(s) Day \_\_\_\_\_ Evening \_\_\_\_\_
4. Owner's e-mail address \_\_\_\_\_

**UNITS IN THE GLEN MANOR CONDOMINIUM ASSOCIATION MAY BE USED AS SINGLE-FAMILY RESIDENCES ONLY.**

5. Primary lessee(s) name(s): \_\_\_\_\_  
Complete home address: \_\_\_\_\_  
Phone number: \_\_\_\_\_ E-mail \_\_\_\_\_

6. Tenant Vehicle(s)  
Year/Make: \_\_\_\_\_ Pass Number: \_\_\_\_\_ License: \_\_\_\_\_ State: \_\_\_\_\_  
Year/Make: \_\_\_\_\_ Pass Number: \_\_\_\_\_ License: \_\_\_\_\_ State: \_\_\_\_\_

7. Person to be notified in case of emergency:  
Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

APPLICANT IS AN ACTIVE MEMBER OF THE UNITED STATES ARMED FORCES? \_\_\_\_ YES \_\_\_\_ NO

Vesta Property Services  
27180 Bay Landing Drive, Suite 4  
Bonita Springs, FL 34135  
Office (239) 947-4552  
Fax (239) 495-1518  
info@vestapropertyservices.com



14. I (We) agree to abide by all the specifications in the Guest and Renters Handbook of Rules and Regulations and submit to the authority of the Board of Directors as granted by the Florida Statutes, the Condominium Documents and Glen Manor Rules and Regulations.

\_\_\_\_\_  
Lessee's Signature                      Unit Number                      Date Signed

\_\_\_\_\_  
Lessee's Signature                      Unit Number                      Date Signed

\_\_\_\_\_  
Board Approval                      Board Disapproval                      Date

**GLEN MANOR  
CONDOMINIUM ASSOCIATION, INC.**

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**Auto Information:**    **Guest**         **Lessee**

Owner: \_\_\_\_\_

Unit Address: \_\_\_\_\_

Lessee/guest: \_\_\_\_\_

Phone number while in unit: \_\_\_\_\_

**Personal Car**         **Rental Car**         **Other**  \_\_\_\_\_

Make and year of car: \_\_\_\_\_

License plate number: \_\_\_\_\_ State: \_\_\_\_\_

**If you are going to use a rental auto, you must inform the management company regarding all of the above information by the end of the next business day after your arrival.**

**If you will have guest(s) staying with you more than 24 hours, please contact Vesta Property Services for compliance with our Rules & Regulations for Guests and Tenants.**

**I acknowledge that I am familiar with the Rules & Regulations for Glen Manor. I have also received a parking pass to be used as long as I am occupying this unit.**

Assigned Parking Pass Number: \_\_\_\_\_

Dates Valid:    From: \_\_\_\_\_ To: \_\_\_\_\_

\_\_\_\_\_  
Signature of Guest or Lessee

\_\_\_\_\_  
Date

**\*Please fill out and return as soon as possible to Vesta Property Services. This is applicable for rental cars as well.**

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