



**URBAN VILLAGE AT 5TH AVENUE**  
c/o FYVE Property Management  
5100 W. Copans Road, Suite 100  
Margate, FL 33063



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## **APPLICATION FOR OCCUPANCY**

The Homeowner / Condominium Association documents require the written approval of the Association prior to any person residing in any unit located within this community.

Please be aware that a completed application and the required fees must be received at the office of the Association not less than 30 days prior to the date that answer is required. Each person seeking approval for occupancy in may be required to attend a screening interview at the office of the Association. When an application and the screening interview (if necessary) have been completed in a satisfactory manner and all required fees have been paid, then the Association will issue a "Certificate of Approval for Occupancy". No member, director, officer, or agent of the Association is authorized to give verbal approval for occupancy.

Thank you for your understanding and cooperation in this matter, and we look forward to the opportunity to issue your "Certificate of Approval for Occupancy" as quickly as possible.

### **Applicable Fees regarding occupancy:**

- Application for Occupancy Fee of \$150.00 (applies to all applications)
  - A non-refundable fee for the processing of each application must be attached to the application for occupancy.
  - Make this check payable to name of Association

### **Application Forms regarding occupancy:**

- A completed Application for Occupancy Form (applies to all applications)
- A copy of the Lease or Rental Agreement (applies to any lease or rental)
- A copy of the Purchase Agreement (applies to any Pending Sale or Title transfer)
- A picture ID for each resident (legible copy of driver's license or passport)

Return completed application and supporting documentation to FYVE Property Management  
at 5100 W. Copans Road, Suite 100, Margate, FL 33063, (954) 548-3983

**READ FIRST:** Complete all questions and fill in all blanks. All information supplied is subject to verification. If any question is not answered/left blank, or answered falsely, this application may be returned, not processed, and/or not approved. Missing information will cause delays. Once submitted, order can be cancelled but your fee will not be refunded. Rev. 06/2014

**\*\* THIS APPLICATION IS FOR A SINGLE PERSON OR A MARRIED COUPLE ONLY! \*\***

**APPLICATION FOR OCCUPANCY**  
**Association Name: Urban Village At 5th Avenue**

Circle one: Purchase - Lease - Occupant - Unit.# \_\_\_\_\_ Bldg.# \_\_\_\_ Address applied for: \_\_\_\_\_

Full Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

Circle One: Single - Married - Separated - Divorced - How Long? \_\_\_\_\_ Other legal or maiden name \_\_\_\_\_

Have you ever been convicted of a crime? \_\_\_\_\_ Date (s) \_\_\_\_\_ County/State Convicted in \_\_\_\_\_

Charge (s) \_\_\_\_\_

Applicant's Cell Number(s) \_\_\_\_\_ Applicant's Email Address \_\_\_\_\_

Spouse \_\_\_\_\_ Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

Other legal or maiden name \_\_\_\_\_ Have you ever been convicted of a crime? \_\_\_\_\_ Date (s) \_\_\_\_\_

County/State Convicted in \_\_\_\_\_ Charge (s) \_\_\_\_\_

Spouse's Cell Number(s) \_\_\_\_\_ Spouse's Email Address \_\_\_\_\_

No. of people who will occupy unit – Adults (over age 18) \_\_\_\_\_ Description of Pets \_\_\_\_\_

Names and ages of others who will occupy unit \_\_\_\_\_

In case of emergency notify \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

**PART I – RESIDENCE HISTORY**

A. Present address \_\_\_\_\_ Phone \_\_\_\_\_  
(Include unit/apt number, city, state and zip code)

Apt. or Condo Name \_\_\_\_\_ Phone \_\_\_\_\_ Dates of Residency: From \_\_\_\_\_ to \_\_\_\_\_

Circle one: Own Home - Parent/Family Member - Rented Home - Rented Apt - Other \_\_\_\_\_ Rent/Mtg Amount \_\_\_\_\_

Are you on the Lease? \_\_\_\_\_ If not, who is the leaseholder? \_\_\_\_\_ Are you on the Deed? \_\_\_\_\_ If yes, under what name? \_\_\_\_\_

Name of Landlord \_\_\_\_\_ Phone \_\_\_\_\_ Email address \_\_\_\_\_

Circle one: Is your Landlord the: Owner of the property - Realtor - Family Member - Roommate - Property Manager - Other \_\_\_\_\_

B. Previous address \_\_\_\_\_  
(Include unit/apt number, city, state and zip code)

Apt. or Condo Name \_\_\_\_\_ Phone \_\_\_\_\_ Dates of Residency: From \_\_\_\_\_ to \_\_\_\_\_

Circle one: Own Home - Parent/Family Member - Rented Home - Rented Apt - Other \_\_\_\_\_ Rent/Mtg Amount \_\_\_\_\_

Were you on the Lease? \_\_\_\_\_ If not, who is the leaseholder? \_\_\_\_\_ Were you on the Deed? \_\_\_\_\_ If yes, under what name? \_\_\_\_\_

Name of Landlord \_\_\_\_\_ Phone \_\_\_\_\_ Email address \_\_\_\_\_

Circle one: Is your Landlord the: Owner of the property - Realtor - Family Member - Roommate - Property Manager - Other \_\_\_\_\_

C. Previous address \_\_\_\_\_  
(Include unit/apt number, city, state and zip code)

Apt. or Condo Name \_\_\_\_\_ Phone \_\_\_\_\_ Dates of Residency: From \_\_\_\_\_ to \_\_\_\_\_

Circle one: Own Home - Parent/Family Member - Rented Home - Rented Apt - Other \_\_\_\_\_ Rent/Mtg Amount \_\_\_\_\_

Were you on the Lease? \_\_\_\_\_ If not, who is the leaseholder? \_\_\_\_\_ Were you on the Deed? \_\_\_\_\_ If yes, under what name? \_\_\_\_\_

Name of Landlord \_\_\_\_\_ Phone \_\_\_\_\_ Email address \_\_\_\_\_

Circle one: Is your Landlord the: Owner of the property - Realtor - Family Member - Roommate - Property Manager - Other \_\_\_\_\_

**PART II – EMPLOYMENT REFERENCES**

**\*Include a recent copy of an earnings statement to expedite processing\***

A. Employed by \_\_\_\_\_ Phone \_\_\_\_\_

Dates of Employment: From: \_\_\_\_\_ To: \_\_\_\_\_ Position \_\_\_\_\_ Fax \_\_\_\_\_

Monthly Gross Income \_\_\_\_\_ Address \_\_\_\_\_

B. Spouse Employed by \_\_\_\_\_ Phone \_\_\_\_\_

Dates of Employment: From: \_\_\_\_\_ To: \_\_\_\_\_ Position \_\_\_\_\_ Fax \_\_\_\_\_

Monthly Gross Income \_\_\_\_\_ Address \_\_\_\_\_

**PART III – BANK REFERENCES**

**\*Include a recent copy of a bank statement to expedite processing\***

A. Bank Name \_\_\_\_\_ Checking Acct. # \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Fax \_\_\_\_\_

B. Bank Name \_\_\_\_\_ Savings Acct. # \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Fax \_\_\_\_\_

**PART IV – CHARACTER REFERENCES (No Family Members)**

1. Name \_\_\_\_\_ Home Phone \_\_\_\_\_

Address \_\_\_\_\_ Business Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_

2. Name \_\_\_\_\_ Home Phone \_\_\_\_\_

Address \_\_\_\_\_ Business Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_

3. Name \_\_\_\_\_ Home Phone \_\_\_\_\_

Address \_\_\_\_\_ Business Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_

4. Name \_\_\_\_\_ Home Phone \_\_\_\_\_

Address \_\_\_\_\_ Business Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_

Are you using a realtor? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes: Realtor's name \_\_\_\_\_

Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_

Driver's License Number (Primary Applicant) \_\_\_\_\_ State Issued \_\_\_\_\_

Driver's License Number (Secondary Applicant) \_\_\_\_\_ State Issued \_\_\_\_\_

Make \_\_\_\_\_ Type \_\_\_\_\_ Year \_\_\_\_\_ License Plate No \_\_\_\_\_

Make \_\_\_\_\_ Type \_\_\_\_\_ Year \_\_\_\_\_ License Plate No \_\_\_\_\_

If this application is not legible or is not completely and accurately filled out, Associated Credit (and the Association) will not be liable or responsible for any inaccurate information in the investigation and related report (to the Association) caused by such omissions or illegibility.

By signing the applicant recognizes that the Association and Associated Credit will investigate the information supplied by the applicant, and a full disclosure of pertinent facts will be made to the Association. The investigation may be made of the applicant's character, general reputation, personal characteristics, credit standing, police arrest record and mode of living as applicable. This form is for the exclusive use of Associated Credit Reporting, Inc.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_ Spouse's Signature \_\_\_\_\_ Date \_\_\_\_\_

# ***ASSOCIATED CREDIT REPORTING, INC.***

*Established 1985*

8795 West McNab Road, First Floor, Tamarac, Florida 33321

www.associatedcreditreporting.com

## **\*\*\*AUTHORIZATION FORM\*\*\***

I/We hereby authorize **Associated Credit Reporting, Inc.** to obtain data to verify any and all information they request with regards to my/our Application for Occupancy, specifically the verification of my bank account(s), credit history, residential history, criminal record history, employment verification and character references.

I/We hereby waive any privileges I/we may have with respect to the said information in reference to its release to the aforesaid party. Information obtained for this report is to be released to the authorized party designated on the Application for Occupancy, for their exclusive use only. **PLEASE INCLUDE COPY OF DRIVER'S LICENSE TO CONFIRM IDENTITY.** If you do not have a driver's license, please include a copy of your Passport or current government issued identification card.

I/We acknowledge our rights as stated in the Fair Credit Report Act that I/we are entitled to a copy of the report upon proper written request and can dispute any inaccurate information for re-verification. I/We understand that Associated Credit Reporting, Inc. is not directly involved in the approval or denial of any applicant. The information received by Associated Credit Reporting, Inc. shall be held in strict confidence, protected as governed under the Fair Credit Reporting Act, and will never be released to any third party other than the designated recipient. I/We further understand that this is a non-refundable process.

By signing below, I/We further state the Application for Occupancy and Authorization Form were signed by me/us and was not originated with fraudulent intent by me/us or any other person and that the signature(s) below are my/our own proper legal signature. I/We certify (or declare) under penalty of perjury that I/We agree to the foregoing and; that all answers and information contained on the Application for Occupancy are true and correct and will hold Associated Credit Reporting, Inc. harmless from the result of the investigation.

\_\_\_\_\_  
(Applicant's Signature)

\_\_\_\_\_  
(Spouse's Signature)

\_\_\_\_\_  
(Applicant's Name Printed)

\_\_\_\_\_  
(Spouse's Name Printed)

\_\_\_\_\_  
(Date Signed)

\_\_\_\_\_  
(Date Signed)

**SCHEDULE "A" TO BYLAWS**  
**RULES AND REGULATIONS**  
**OF**  
**URBAN VILLAGE CONDOMINIUM ASSOCIATION, INC.**

In addition to the provisions of the Declaration of Condominium of Urban Village at 5th Avenue (the "Declaration"), the Articles of Incorporation ("Articles") and the Bylaws ("Bylaws") of Urban Village at 5th Ave Condominium Association, Inc., a Florida not for profit corporation (the "Association"), the following rules and regulations, together with such additional rules and regulations as may be adopted hereafter by the Board of Administration of the Association (the "Board"), shall govern the use of Units, Common Elements and other property owned by the Association or subject to use rights held by the Association ("Association Property"), and the conduct of all Units residents, whether Unit Owners, approved lessees, or the guests of Unit Owners or lessees. Unless the context otherwise requires, capitalized terms used in these Rules and Regulations, but not otherwise defined, shall have the same definition and meaning assigned to them in the Declaration

- (1) In order to enhance the beauty of the buildings and for safety purposes, the sidewalks, entrances, passages, cat walks and all similar Common Elements and other Association Property, must not be obstructed or encumbered or used for any purpose other than ingress and egress and to and from the premises; nor shall any carts, carriages, chairs, tables, or any other similar objects be stored therein. Bicycles may be stored only inside the Units unless locked and stored in the provided bicycle rack areas
- (2) Unit Owners shall store personal property only within their respective Units.
- (3) No garbage cans, supplies, milk bottles, or other articles shall be placed on balconies, nor shall any linens, cloths, clothing, curtains, rugs, mops, or laundry of any kind, or other articles, be shaken or hung from any such balconies or any other part of the Common Elements or Association Property. To provide a healthy environment and in order to eliminate odors and vermin, all garbage must be placed in plastic bags and deposited with all refuse ONLY in the areas so designated. The Common Elements and Association Property shall be kept free and clear of rubbish, garbage, debris, and other unsightly material.
- (4) So as to maintain the cleanliness of the Condominium Property, no Unit Owner shall allow anything whatsoever to fall from the window, balcony, or doors of his Unit, nor shall he sweep or throw therefrom any dirt or other substances upon the grounds.
- (5) No vehicles other than automobiles, and/or allowable motorcycles shall be permitted to park within the Condominium Property or the Association Property, except for the purpose of making deliveries or providing repair services to a Unit. For purposes of this rule, "automobile" includes any type of allowable van, or truck, such as a pickup truck. No other vehicles or equipment of any kind whatsoever, including, but not limited to, commercial work trucks, delivery vans, boats, boat trailers and campers shall be parked, maintained, stored or otherwise kept within the designated parking areas or on any other portion of the Condominium Property or the Association Property at any time whatsoever. All parking of allowable vehicles for or on behalf of Unit Owners shall only be in the designated parking spaces. Therefore, garages may not be used for storage to any degree that will affect the ability to park two cars. If they are used for storage and are inhibiting parking, the minimum number of parking spaces will be violated.

- (6) Under no circumstances shall there be parking on any internal driveways within the development. No vehicle which cannot operate on its own power shall remain within the Condominium Property or the Association Property for more than twenty-four (24) hours. No vehicles shall be repaired within the Condominium Property or the Association Property and except as otherwise provided in the Declaration.
- (7) In order that labor costs may be kept to a minimum, employees of the Association may not be sent out of the Condominium Property by any Unit Owner at any time for any purpose. No Unit Owner or resident may direct, supervise, or in any manner attempt to assert control over the employees or agents of the Association.
- (8) Servants and domestic help of the Unit Owners may not gather or lounge in the Common Elements or the Association Property.
- (9) In order that all Unit Owners may have the quiet enjoyment of their property, no Unit Owner shall make or permit any disturbing noises on the Condominium Property or the Association Property by himself, his family, servants, employees, agents, visitors, and licensees, nor do or permit to do anything by such persons that will interfere with the reasonable rights, comforts or conveniences of the Unit Owners. No Unit Owner shall unreasonably play or suffer to be played upon any musical instrument or operate or suffer to be operated, a phonograph, television, radio or sound amplifier, in his Unit in such a manner as to disturb or annoy other Unit Owners. No Unit Owner shall conduct or permit to be conducted, vocal or instrumental instruction at any time.
- (10) No radio or television installation may be permitted in a Unit which interferes with the television or radio reception of another Unit. No antenna or aerial may be erected or installed on the roof or exterior walls of a Building without the written consent of the Board, except that this prohibition shall not be applicable to television or radio installations permitted or contemplated by the Declaration. All removals or the carrying in or out of any, freight, furniture, or bulky matters of any description must take place during the hours which the Board or its agent may determine from time to time. The moving of fixtures or bulky matters of any kind must be made after previous notice to the Board or its agent. Any damage done to the Building or to the Unit Owner or Occupant or to other persons in bringing in or removing furniture or other bulky or heavy articles shall be paid for by Unit Owner or Occupant.
- (11) In order to maintain an attractive appearance, no sign, advertisement, notice or other lettering shall be exhibited, displayed, inscribed, painted or affixed above the first level of the Building, or in, on or upon any part of the Condominium Property or the Association Property without the written consent of the Board. Subject to the prior written approval of the Board, a Unit Identification Panel may be installed on the door of a Unit. No Unit Owner or Occupant shall occupy or permit any portion of its Unit to be used for manufacturing or for the possessions, storage, manufacturing, or sale of liquor or narcotics, or as an employment bureau. No Unit Owner or Occupant shall engage or pay any employees on the Condominium Property, except those actually working for such Unit Owner or Occupant on said premises, nor advertise for laborers giving an address at said Condominium Property or Unit.
- (12) In order to protect the Condominium Property, each Unit Owner who plans to be absent from his Unit during the hurricane season must prepare his Unit prior to his departure by, at a minimum, removing all furniture, plants and other objects from the balcony, where applicable.
- (13) In order that a Building may maintain an attractive and uniform appearance, no Unit Owner shall make any alterations to the exterior or his Unit or cause anything to be affixed or attached to, hung, displayed or placed on the exterior walls, doors, balconies, windows or roof, nor shall an Unit Owner place anything other than porch furniture or plants on the balcony except with the

prior written consent the Board. Unit Owners are prohibited from installing security bars on the exterior of their Units. The Unit shall not be used for gambling, or for any immoral or illegal purposes.

- (14) No fences may be erected upon the Condominium Property or the Association Property without the express prior written approval of the Board.
- (15) Pets.
- a. No animal may be kept, bred or maintained for any commercial purpose.
  - b. Each Unit Owner shall be allowed to house not more than two domestic pets, each weighing not more than twenty five (50) pounds. No aggressive or vicious breeds are allowed. Renters shall not be permitted to have any dogs or cats.
  - c. Each animal brought or kept upon the Condominium Property or the Association Property shall be at all times under the control of its Unit Owner.
  - d. Each Unit Owner shall promptly remove and properly dispose of all waste matter deposited by his animal upon the Condominium Property or the Association Property.
  - e. No animal shall be allowed to constitute a nuisance.
  - f. Each Unit Owner owning a pet shall assume full responsibility for personal injuries or property damage caused by his pet, and each Unit Owner hereby agrees to indemnify the Association and all other Unit Owners and hold them harmless against any loss, claim or liability of any kind whatsoever arising from or growing out of any harm, injury, or damage caused by such Unit Owner's pet. A violation of the provisions of this Rule shall entitle the Association to all of its rights and remedies, including, but not limited to, the right to fine Unit Owner and/or to require any pet to be permanently removed from the Condominium Property upon three (3) days' notice.
  - g. The Board shall have the right to promulgate Rules further restricting the keeping of pets.
- (16) In case of any emergency originating in, or threatening any Unit, the Association, subject to the relevant provisions in the Declaration and applicable law, shall have the immediate right to enter such Unit for the purpose of remedying or abating the cause of such emergency, notwithstanding that the Unit Owner of such Unit is present at the time of such emergency. To facilitate entry in the event of any such emergency, the Association shall have a master key to fit the door locks to all Units. If any Unit Owner wants to change a lock or to have a second lock installed as additional security, said Unit Owner shall deposit with the Board (at such Unit Owner's expense) a duplicate key for each such additional or replacement lock.
- (17) There shall be no solicitation by any person anywhere in a Building for any cause, charity, or any purpose whatsoever, unless specifically authorized by the Board. The garbage and trash from a single Unit shall not be excessive, as determined by the Board. If it is excessive, then the Unit Owner shall be responsible and pay the costs of removal of said excessive waste, or removal of same, as directed by the Board. Waste shall be presumptively deemed excessive if it exceeds the Unit Owner's proportionate share of total trash capacity on a weekly basis using the Unit Owner's percentage ownership in the Common Elements and the waste capacity of the trash containers located on the Common Elements. All garbage and trash shall be deposited in the disposal installations provided for such purpose, if any. Costs of removal shall be treated as charged against a Unit Owner and collected in accordance with the provisions of Section 9.3 of the Bylaws.
- (18) No Unit Owner shall cause anything to be affixed or attached to, hung, displayed or placed on the exterior walls, doors, balconies, or windows of the Building (including, but not limited to,

awnings, signs, storm shutters, screens, furniture, fixtures and equipment) nor to plant or grow any type of shrubbery, flower, tree, vine, grass or other plant life outside his Unit, without prior written consent of the Association. The foregoing provision shall not apply to the right of a Unit Owner to display one portable, removable United States flag in a respectful way, and, on Armed Forces Day, Memorial Day, Flag Day, Independence Day, and Veterans Day, may display in a respectful way portable, removable official flags, not larger than 4 ½ feet by 6 feet, that represent the United States Army, Navy, Air Force, Marine Corps, or Coast Guard, regardless of any declaration rules or requirements dealing with flags or decorations. Moreover, the foregoing provision shall not apply to the right of a Unit Owner to attach a religious object to the mantel or door frame of his or her Unit.

- (19) These rules and regulations shall be cumulative with the covenants, conditions and restrictions set forth in the Declaration, provided that the provisions of same shall control over these rules and regulations in the event of a conflict or a doubt as to whether a specific practice or activity is or is not permitted. Anything to the contrary notwithstanding, these rules and regulations shall not apply to the Developer, nor its agents or employees and contracts, nor to the Units owned by the Developer, except:
- a. Requirements that leases or lessees be approved by the Association (if applicable); and
  - b. Restrictions on the presence of pets; and
  - c. Restrictions on occupancy of Units based upon age (if any); and
  - d. Restrictions of on the type of vehicles allowed to park on condominium Property or Association Property; however, the Developer or its designees shall be exempt from any such parking restrictions if the vehicle is engaged in any activity relating to construction, maintenance, or marketing of Units.
- (20) With regards to accessing Units for required inspections. The owners or renters of each Unit will provide access to his/her Unit by a fire sprinkler inspector for an inspection and test of the sprinkler system, at least annually. NFPA 25 4.1.1. This right of access cannot be arbitrarily removed without the expressed written consent of the Fire Marshall, City of Oakland Park.

All of these rules and regulations shall apply to all Owners and occupants even if not specifically so stated in portions hereof. The Board shall be permitted (but no required) to grant relief to one or more Unit Owners from specific rules and regulations upon written request therefore an good cause shown in the sole opinion of the Board.