

TEQUESTA TOWERS CONDOMINIUM ASSOCIATION, INC.  
SUMMARY OF PROCEDURES FOR LEASE

1. When the owner decides to lease his/her apartment (within the applicable restrictions), he/she completes the "Request for Approval of Lease" form, signs it, has the prospective lessee sign it and delivers it immediately to the President.
2. The President may arrange for the prospective lessee to meet with the Board of Directors, checks references and calls a meeting of the Board of Directors who review the request.
3. Within thirty (30) days after receipt of the request, the Board of Directors approves and sends a "Certificate of Approval – lessee", or disapproves and returns the request, so marked, to the owner.

NOTE: In the absence of the President, the Vice President, Secretary or Treasurer, in that order, acts for the Board of Directors.

TO: TEQUESTA TOWERS CONDOMINIUM ASSOCIATION, INC. (Association)  
REQUEST FOR APPROVAL OF LEASE

WHEREAS, Article XII, A2 of the Declaration of Condominium, the exhibits thereto and any and all amendments thereto (collectively, the "Declaration") provides, among other things, that no dwelling unit owner may dispose of a dwelling unit, or any interest in a dwelling unit, by lease, without the approval of the Association; and

WHEREAS, Article XI, F1 of the Declaration provides, among other things, that after approval by the Association, entire dwelling units may be rented, provided occupancy is only by lessee and his/her family, servants and guest.

The undersigned owner of Apartment \_\_\_\_\_ hereby notifies the Association of his/her desire to make a bona fide lease (the "lease") of his/her dwelling unit to \_\_\_\_\_ herein called lessee, whose address is \_\_\_\_\_ and, the undersigned owner, joined by the proposed lessee, hereby requests that the lease be approved by the Association.

By execution of this application, lessee represents and agree that the Association has the right to request an interview of lessee prior to approval by the Association and that no pet will be permitted in the apartment, nor any portion of the condominium property. Lessee further acknowledges and agrees that he/she has read, understands and agrees to comply with and abide by all of the covenants, Restrictions and Regulations contained in the Declaration and the Rules and Regulations made by the Association as set forth in the Unit Owners Manual.

Should Lessee not comply with said covenants, restrictions and regulations, then the Association shall, by and through the Board of Directors, have the right to cancel and terminate the approval of the lease and lessee, without any obligation to the undersigned owner.

Lessee represents that the following immediate members of his/her family (not to exceed four persons) will solely occupy the condominium apartment, except that Lessee may occasionally have persons as overnight guests (not to exceed a total of four persons occupancy.)

\_\_\_\_\_  
\_\_\_\_\_

Lessee hereby furnishes the following references, which may be contacted by the Association prior to its approval of Lessee.

Name: \_\_\_\_\_

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

Name: \_\_\_\_\_

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

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Owner

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Lessee

\_\_\_\_\_  
Lessee

TEQUESTA TOWERS CONDOMINIUM ASSOCIATION, INC.  
CERTIFICATE OF APPROVAL – LEASE

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Pursuant to the request of \_\_\_\_\_  
\_\_\_\_\_, owner of Apartment No. \_\_\_\_\_  
\_\_\_\_\_, and \_\_\_\_\_  
\_\_\_\_\_, Lessee, **Tequesta Towers Condominium Association, Inc.**, pursuant to Article  
XII, 2b of the Declaration of Condominium, by and through its undersigned officers,  
hereby approves the subject lease under the terms and conditions set forth in the  
Application for Approval, as executed by the unit owner and Lessee.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by **Tequesta  
Towers Condominium Association, Inc.**

By: \_\_\_\_\_  
President

ATTEST:

By: \_\_\_\_\_  
Secretary