

**SOUTHWEST PROPERTY MANAGEMENT**  
CORPORATION

1044 CASTELLO DRIVE, SUITE #206  
NAPLES, FLORIDA 34103-1900  
(239) 261-3440 ♦ FAX: (239) 261-2013

**Purchase/Lease Application Check-Off Sheet**

If your application does not have the following attached, it will be returned to you, delaying your approval:

- A completely filled out and legible application. Please make sure the applicant(s) have signed the application.
- Required completed Character Reference Forms (see attached.) Please have these forms completed by someone who has known the applicant(s) for a considerable amount of time, and return them with your application.
- A copy of the sales or lease contract.
- The application fee. If paying by check or money order, please make payable to the Association that you are applying for.
- Signed copy of Rules & Regulations.

If you should have any questions regarding the application procedure, please contact our Lease Administrator at the number shown above. Thank you!

# Verona Walk Homeowners Association, Inc.

c/o Southwest Property Management Corp.  
1044 Castello Drive, Suite #206  
Naples, Florida 34103-1900  
(239) 261-3440 • FAX: (239) 261-2013

## APPLICATION FOR APPROVAL TO LEASE

TO: The Board of Directors, Verona Walk Homeowners Association, Inc.

I hereby apply for approval to Lease **7574 Rozzini Lane**, in Verona Walk Homeowners Association, Inc., for the period beginning \_\_\_\_, 20\_\_, and ending \_\_\_\_, 20\_\_. A complete copy of the signed Lease Agreement is attached. (120 Day Minimum)

In order to facilitate consideration of this application, I represent that the following information is factual and correct, and agree that any falsification or misrepresentation in this application will justify its disapproval. I consent to your further inquiry concerning this application, particularly of the references given below.

### PLEASE TYPE OR PRINT LEGIBLY THE FOLLOWING INFORMATION:

1. Full name of current owner(s): Leonard Szwajkowski

2. Full name of lessee: \_\_\_\_\_

3. Full name of spouse: \_\_\_\_\_

4. Home address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ Business Phone: (\_\_\_\_) \_\_\_\_\_

4. Nature of Business/Profession: \_\_\_\_\_

If retired, former Profession: \_\_\_\_\_

5. Company or Firm name: \_\_\_\_\_

6. Business address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

7. The Documents of Verona Walk Homeowners Association, Inc. provide an obligation of unit owners/lessees that all units are to be used as single family residences only. Please state name, relationship, and age of all other persons who will be occupying the unit on a regular basis:

Name	Relationship	Age
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_____	_____	_____
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8. Name of Current or Most Recent Landlord: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Ownership: How Long \_\_\_\_\_ Rented: How Long \_\_\_\_\_

9. Person to be Notified in Case of an Emergency: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

10. Make/Model of Car(s) to be kept at Verona Walk Homeowners Association, Inc.

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ License #: \_\_\_\_\_ State: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ License #: \_\_\_\_\_ State: \_\_\_\_\_

11. Two Personal References (non-family) - **SEE ATTACHED FORMS TO BE COMPLETED AND RETURNED WITH THIS APPLICATION**

12. Mailing address for notices connected with this application:

Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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13. I have read, and agree to abide by, the Declaration and any and all properly promulgated Rules & Regulations of Verona Walk Homeowners Association, Inc.

\_\_\_\_\_  
LESSOR

\_\_\_\_\_  
LESSEE

**FOR AN APPROVAL TO BE ISSUED, THE COMPLETED APPLICATION AND REFERENCES, A COPY OF THE SIGNED LEASE AGREEMENT, AND THE \$50.00 APPLICATION FEE (CHECK PAYABLE TO VERONA WALK HOMEOWNERS ASSOCIATION, INC.) MUST BE RETURNED TO:**

SOUTHWEST PROPERTY MANAGEMENT CORP.  
1044 CASTELLO DRIVE, SUITE #206  
NAPLES, FL 34103-1900

**ACTION TAKEN BY BOARD OF DIRECTORS**

Approved  Disapproved

Date: \_\_\_\_\_

By \_\_\_\_\_

(Board Member)

(Office)

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**Character Reference Form**

\_\_\_\_\_, 20\_\_\_\_

(Date)

Applicant's Reference's Name: \_\_\_\_\_

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

City, State & Zip: \_\_\_\_\_

Telephone #: \_\_\_\_\_

**RE: Applicant's Name:** \_\_\_\_\_

**Association Applying To:** Verona Walk \_\_\_\_\_

To Whom It May Concern:

The applicant(s) named above is applying for membership in a Condominium or Homeowner's Association in Southwest Florida. The Board of Directors would appreciate it if you would furnish us with whatever information you consider pertinent regarding the character and stability of the applicant(s).

**Upon completion, please return this form to the APPLICANT. This completed Character Reference Form MUST be sent with the application in order for the Board to approve their purchase or lease. Thank you for your assistance in this matter!**

Very truly yours,  
Raquel Viera  
Sales & Lease Administrator

**How do you know the applicant(s)?** \_\_\_\_\_

**For how long have you known the applicant(s)?** \_\_\_\_\_

**Would the applicant(s) make a good neighbor, in your opinion?**       Yes    No

**Please describe the applicant(s) character and stability, as you know them:**

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

\_\_\_\_\_  
**Reference's Signature**

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

\_\_\_\_\_  
**Reference's Signature**

# **Verona Walk Homeowners Association, Inc.**

## **❖ RULES AND REGULATIONS ❖**

The definitions contained in the Declaration of Covenants and Restrictions for Verona Walk are incorporated herein as part of these Rules and Regulations.

1. The owners and lessees of each lot shall abide by each and every term and provision of the Declaration of Covenants and Restrictions, and each and every term and provision of the Articles of Incorporation and Bylaws of the Association.
2. No bicycles, tricycles, scooters, baby carriages or other similar vehicles or toys shall be allowed to remain in the Common Areas. The walkways, bridges, sidewalks and streets shall not be obstructed.
3. Any damage of the Common Areas, property, or equipment of the Association caused by any owner, his family member, guest, invitee or lessee shall be repaired or replaced at the expense of such owner.
4. An owner will not park or position his vehicle so as to prevent access to another lot. The owners, their families, guests, invitees, licensees, and lessees will obey the posted parking and traffic regulations installed for the safety and welfare of all owners.
5. No owner shall do or permit any assembling or disassembling of motor vehicles except within his garage. Each lot owner shall be required to clean his driveway of an oil or other fluid discharged by his motor vehicle.
6. No transmitting or receiving aerial or antenna shall be attached to or hung from any part of a lot or the common areas.
7. No clothesline or other similar device shall be allowed on any portion of the common areas.
8. All garbage and refuse from the lots shall be deposited with care in each owner's private garbage containers, which shall be placed so that are not visible from the roads or from adjoining units. No garbage or refuse shall be deposited in any Common Area for any reason, except on the correct days of the week for pickup and removal. No littering shall be done or permitted on the Association Property.
9. No motorcycle, ATV, truck, trailer, boat, van in excess of 17 feet in length, camper, motor home, bus, commercial vehicle of any type (i.e., any vehicle which has any exterior lettering or logo, or has tools or equipment), non-passenger van (i.e., any van which does not have a rear seat and side windows), or similar vehicle shall be parked on any part of the Properties, any driveway, or designated parking space within the Properties except (1) within a garage, (2) commercial vehicles, vans or trucks delivering goods or furnishing services temporarily during the daylight hours, and (3) upon such portions of the Properties as the Board may jointly, in their

discretion, allow. Vehicles over eighty (80") inches in height, or those vans or trucks which do not have windows completely circling the vehicles exterior (similar to windows around a station wagon), and permanent installed seating for four or more passengers, shall be considered to be a prohibited vehicle, van or truck. The Association shall have the right to authorize the towing away of any vehicles in violation of this rule with the costs and fees, including attorney's fees, if any, to be borne by the vehicle owner or violator.

10. No garage doors shall be permitted to remain open except for temporary purposes, and the Board may adopt further rules for the regulation of the opening of garage doors.
11. Complaints regarding the management of the Association property, or regarding the actions of other Owners, their families, guests, or lessees shall be made in writing to the Association and shall be signed by the complaining Lot Owner.
12. Any consent or approval given under these Rules and Regulations by the Association may be modified, added to, or repealed in accordance with the Bylaws of the Association.

By Resolution of the Board of Directors of  
Verona Walk Homeowners Association, Inc.

I/We have read the above Rules and Regulations as stated in the Declaration of Covenants for Verona Walk Homeowners Association, Inc.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_