

RANCH COLONY PROPERTY OWNERS ASSOCIATION, INC.

Instructions for Lease Application Form

1. Fill out the Property Owner Information form in full.
2. The Notice of Intent to Lease must be completed and returned by the current owner.
3. Owners are to ensure that their tenants are familiar with the governing Rules and Regulations.
4. Owners are responsible for providing the tenants with access control devices.

Submit the entire package to:

MMI of the Palm Beaches, Inc.
1201 US Highway One, Suite 330
North Palm Beach, FL 33408

Should you have any questions, please contact the Property Manager, Gina Cotto, at (561) 686-7818 ext 202.

Thank you,
The Board of Directors
Ranch Colony Property Owners Association, Inc.

NOTICE OF INTENT TO LEASE

I/WE DO HEREBY NOTIFY THE RANCH COLONY PROPERTY OWNERS ASSOCIATION, INC. OF THE INTENT TO LEASE AS FOLLOWS:

ADDRESS: _____

CURRENT OWNER: _____

PROSPECTIVE TENANT(S):

OTHER PERSONS WHO WILL OCCUPY THE UNIT:

NAME	AGE	RELATIONSHIP TO TENANTS
_____	_____	_____
_____	_____	_____
_____	_____	_____

LEASE PERIOD: START DATE _____ END DATE _____

CURRENT OWNER'S SIGNATURE:

DATE _____

DATE _____

RANCH COLONY PROPERTY OWNERS ASSOCIATION, INC.



MMI of the Palm Beaches, Inc. ◆ 1201 US Highway One, Suite 330 ◆ North Palm Beach, FL 33408
Phone 561-686-7818 ◆ Fax 561-686-7284

TENANT APPLICATION FORM

Note: In order for MMI of the Palm Beaches, Inc. to have complete and updated resident information, all applications must include the following information for the prospective tenant(s).

Date: _____

Please Print information for the prospective tenant:

Applicant Name: _____

Employer Name, Address, Telephone: _____

Spouse: _____

Employer Name, Address, Telephone: _____

Property Address: _____

Other Occupants: Name: _____ Age: _____ Relationship _____

Name: _____ Age: _____ Relationship _____

Home Phone: _____ Work Phone: _____

Second Address: _____ (If applicable)

Telephone Number: _____

Emergency Contact:

Name _____ Phone Number: _____

List all vehicles:

Make	Model	Year	Color	License Plate #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Type of Pets (write NONE if no pets):
