

Pointe Alexis Homeowner Association  
1000 S. Pointe Alexis Dr.  
Tarpon Springs, FL 34689



Prospective purchasers or lessee/renters of homes or villas at Pointe Alexis must have an in person meeting with our manager and a board member before the application is approved. (a zoom meeting or phone interview is available if necessary) All other items of the application must be complete.

Thank you and we look forward to meeting with you.  
Board of Directors

POINTE ALEXIS HOMEOWNERS ASSOCIATION, INC.

REQUEST FOR ASSOCIATION APPROVAL

UNIT SALE OR TRANSFER

POINTE ALEXIS HOMEOWNERS ASSOCIATION, INC. Must issue written approval for any sale, transfer, rental or lease of a lot or home. The following information must be submitted to the Association twenty (20) days prior to issuance of approval. The Association has ten (10) days to review all completed approval requests. Requests for Association approval must be complete with all required information and attachments; Incomplete requests will not be submitted for review.

Lot address \_\_\_\_\_ Current Owners: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City/State/Zip Code \_\_\_\_\_ Telephone \_\_\_\_\_

Name of Purchaser: \_\_\_\_\_

Name of Purchaser: \_\_\_\_\_

Name of Purchaser: \_\_\_\_\_

Email of Purchasers: \_\_\_\_\_

Other Occupants of Unit: \_\_\_\_\_

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

Home is to be used as:  Full time residence  Part time residence

Rental Unit  Undecided

Pet Information. How Many? \_\_\_\_\_ Type/description \_\_\_\_\_

VEHICLE DESCRIPTION: Make/Year \_\_\_\_\_ Color \_\_\_\_\_ Tag# \_\_\_\_\_

VEHICLE DESCRIPTION: Make/Year \_\_\_\_\_ Color \_\_\_\_\_ Tag# \_\_\_\_\_

Purchasers Current Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Sales Agent (if applicable) \_\_\_\_\_ Company \_\_\_\_\_

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

Anticipated date of closing for this sale: \_\_\_\_\_

(continue on next page)

PERSONAL REFERENCES – INCLUDE ONE IN LOCAL AREA IF POSSIBLE

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

The following information pertains to the application process and ownership at Pointe Alexis Homeowners Association, Inc.

1. A processing fee of \$150.00 must accompany this application. (Make checks payable to Pointe Alexis Homeowners Association, Inc.)
2. The Association is allowed up to ten (10) days from the date of receipt of a completed application with all required attachments to process the application.
3. Current owner must be an Association member in good standing and current on payment of assessments.
4. Purchaser understands that the minimum rental/lease period is three months.
5. Purchaser will be provided with two pool facility cards and two keys for clubhouse interior access.
- 6. A copy of the purchase agreement and driver's license or other photo ID must accompany this request for approval form. After the new owners have taken title, a copy of the deed must be provided to the Association or management agent for the official records to be amended to reflect a change in ownership.**

**ACKNOWLEDGMENT OF RECEIPT OF GOVERNING DOCUMENTS**

I (WE) have received and agree to abide by the governing documents of the Pointe Alexis Homeowners Association, Inc., which consist of the Amended and Restated Declaration, Articles of Incorporation, By-laws, Rules & Regulations. I (WE) further certify that the information provided in this request for Association approval is complete and correct to the best of my (our) knowledge.

Purchaser's Signature \_\_\_\_\_ Date \_\_\_\_\_

Purchaser's Signature \_\_\_\_\_ Date \_\_\_\_\_

(continue on next page)

This request for approval of sale or transfer has been submitted to the Pointe Alexis Homeowners Association, Inc. By the current owner.

Current Owners Signature \_\_\_\_\_

Date \_\_\_\_\_

Return this completed form to: Ameri-tech Community Mangement, Inc.

24701 US Highway 19 North, Suite 102

Clearwater, FL. 33763

Office phone: 727 726 8000 X405

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### Association Approval

Pointe Alexis Homeowners Association, Inc., has APPROVED this application \_\_\_\_\_

Pointe Alexis Homeowners Association, Inc., has DISAPPROVED this application \_\_\_\_\_

POINTE ALEXIS HOMEOWNERS ASSOCIATION, INC.

By \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_

DATE \_\_\_\_\_

CUSTOMER NUMBER \_\_\_\_\_

# TENANT INFORMATION FORM

I / We \_\_\_\_\_, prospective  
tenant(s) / buyer(s) for the property located at \_\_\_\_\_,

Managed By: \_\_\_\_\_ Owned By: \_\_\_\_\_,

Hereby allow TENANT CHECK LLC and or the property owner / manager to inquire into my / our criminal and rental history as well as any other personal record, to obtain information for use in processing of this application. I / we understand that on my / our file it will appear the TENANT CHECK LLC has made an inquiry. I / we cannot claim any invasion of privacy or any other claim that may arise against TENANT CHECK LLC now or in the future.

**PLEASE PRINT CLEARLY**

<b><u>TENANT INFORMATION:</u></b>	<b><u>SPOUSE / ROOMMATE:</u></b>
SINGLE _____ MARRIED _____	SINGLE _____ MARRIED _____
FULL NAME: _____	FULL NAME: _____
DATE OF BIRTH: _____	DATE OF BIRTH: _____
DRIVER LICENSE #: _____	DRIVER LICENSE #: _____
CURRENT ADDRESS: _____ _____ HOW LONG? _____	CURRENT ADDRESS: _____ _____ HOW LONG? _____
LANDLORD & PHONE: _____	LANDLORD & PHONE: _____
PREVIOUS ADDRESS: _____ _____ HOW LONG? _____	PREVIOUS ADDRESS: _____ _____ HOW LONG? _____
EMPLOYER: _____	EMPLOYER: _____
OCCUPATION: _____	OCCUPATION: _____
GROSS MONTHLY INCOME: _____	GROSS MONTHLY INCOME: _____
LENGTH OF EMPLOYMENT: _____	LENGTH OF EMPLOYMENT: _____
WORK PHONE NUMBER: _____	WORK PHONE NUMBER: _____
HAVE YOU EVER BEEN ARRESTED? (CIRCLE ONE)      YES      NO	HAVE YOU EVER BEEN ARRESTED? (CIRCLE ONE)      YES      NO
HAVE YOU EVER BEEN EVICTED? (CIRCLE ONE)      YES      NO	HAVE YOU EVER BEEN EVICTED? (CIRCLE ONE)      YES      NO
SIGNATURE: _____	SIGNATURE: _____
PHONE NUMBER: _____	PHONE NUMBER: _____

**TENANT CHECK HOURS OF OPERATION:**  
**MONDAY - FRIDAY : 9:00 a.m. - 5:30 p.m.**  
**SATURDAY : 11:00 a.m. - 4:00p.m.**  
ALL ORDERS RECEIVED AFTER 3:00 p.m. (2:00 p.m. on Sat.) WILL BE PROCESSED THE NEXT BUSINESS DAY

**email@tenantcheckllc.com**

**IF THE WRONG INFORMATION IS SUBMITTED, A SECOND APPLICATION FEE WILL BE CHARGED TO RE-PULL THE REPORT.**

A CREDIT REPORTING SERVICE PROVIDING CREDIT REPORTS FOR REALTORS / PROPERTY MANAGERS / APARTMENT COMPLEXES / MOBILE HOME PARKS / CONDOMINIUM ASSOCIATIONS / EMPLOYERS