

WESTMINSTER COMMUNITY ASSOCIATION RESIDENTIAL LEASING POLICY AND RULES

(5.10 Occupancy in the Absence of the Owner) If the owner and the family who permanently reside with the Owner are not occupying the living unit, then the occupancy shall be considered a lease whether or not the occupants are paying rent and shall be subject to the provisions with respect to leases as set forth in the governing documents.

1. The prospective lease shall be submitted to the Westminster Community Association (WCA) 10 days in advance of the beginning date of the lease period.
2. The Owner, or his/her agent, shall submit a Lease Application form to be provided by the WCA CAM), with the fee, ten days in advance of the beginning date of the lease period, showing the following:
 - a. The name and previous address of the lessee;
 - b. The name of all adults 18 years or older who will reside at the premises;
 - c. The names and ages of all children who will reside at the premises;
 - d. The names and breed of all animals that will be harbored at the premises.
3. The Owner, or his/her agent shall have the nationwide background check form by Florida Tenant completed by the renter and submitted to the WCA CAM, with the fee, 10 days before the beginning date of the lease period. The Board of Directors by majority vote may disapprove the lease for Good Cause if a person is a convicted felon, is on the Sexual Offender List or on the Police Sexual Predator list.*
4. Failure to comply will result in a compliance action by WCA which could result in a fine, loss of amenities and other legal remedies allowed by law. No use of amenities, keys to the association properties or bar code access, will be provided until the above provisions are met in full.

*If the background check is performed by the Neighborhood Association's Property Management Company, no fees payable to WCA are necessary but a signed statement by the CAM must be received that there are no findings that would cause the application to be disapproved for good cause by WCA.