



Lease Requirements

- Completed Application
- Application Processing Fee - \$100.00 Check or Money Order Made Payable to : GRS Community Management
- Copy of Lease Contract
- Completed Addendum to Lease
- Signed Receipt that Association Documents were Received
- Certificate of Approval

If Association Documents are needed, they can be purchased from GRS Management by Check or Money Order for \$75.00



LEASE APPLICATION

Unit Information:

Address: _____

Unit _____

Owners: _____

Lot # _____ Email _____

Lease Dates: _____

Applicant Information:

Name: _____

Marital Status: _____ Phone No.: _____

Driver's License No.: _____

Spouse or Other Occupant: _____

Marital Status: _____ Phone No.: _____

Driver's License No.: _____

(ATTACH A COPY OF A DRIVER'S LICENSE FOR ALL OCCUPANTS)

Number of people who will occupy unit: Adults _____ Children _____

Description of Pets, if any:

Residence History:

Current Address: _____

Current Phone No.: _____

Landlord / Mortgage Name: _____

Address: _____ Phone No.: _____



List previous address if less than three (3) years at current one:

Previous Address: _____

Landlord / Mortgage Name: _____

Phone No.: _____ Email _____

Employment and Financial References:

Applicant's Employer or Last Employer: _____

Phone No: _____

Employer's Address: _____

Length of Time Employed: _____

Salary: _____

Applicant's Title / Position: _____

If retired, please state the company's name and address retired from and date retired.

Spouses or Other Occupant's Most Recent Employer: _____

Phone No.: _____ Employer's Address: _____

Length of Time Employed: _____ Salary: _____

Applicant's Title / Position: _____



References:

Name: _____ Phone No.: _____

Address: _____ Email: _____

Relationship to Applicant / Spouse _____

Name: _____ Phone No.: _____

Address: _____

Relationship to Applicant/Spouse _____

Other people who will occupy the unit with you:

Name. **Age.** **Relationship**



LOTUS HOMEOWNER'S ASSOCIATION, INC.

CERTIFICATE OF APPROVAL FOR LEASE

The undersigned representative of Lotus Homeowner's Association, Inc. hereby certifies that the Board of Directors of the Association approves the lease of the unit located at:

From (Owner): _____

To (Tenant): _____

And further certifies that the Association authorizes the undersigned to execute this Certificate of Approval on behalf of the Association.

By: _____
Manager or Officer

Date: _____



LOTUS HOMEOWNER'S ASSOCIATION, INC.

RECEIPT OF ASSOCIATION DOCUMENTS

The undersigned acknowledges they have received and will read Lotus Homeowner's Association, Inc. Documents.

Property
Address: _____

From (Print Name): _____

To (Print Name): _____

Signature: _____

Date: _____



ADDENDUM TO LEASE

This ADDENDUM is made between _____ (“Landlord”) and _____ (“Tenant”) effective this _____ day of _____, 20____, and is intended to and shall supplement, amend and modify that certain LEASE dated _____ in the following respects:

1. Tenant(s) are subject to and shall abide by all covenants and restrictions and rules and regulations set forth in the Declaration of Covenants, Restrictions and Easements for Lotus Homeowner’s Association, Inc., (“Lotus”); Bylaws of Lotus; Articles of Incorporation of Lotus; and any rules and regulations for Lotus.

2. In the event the Landlord/Owner becomes delinquent in the payment of assessments (regular or special) or other charges to the Association, the Association may notify the Tenant. Upon such notification, the Tenant shall be obligated to pay the rent required under the lease to the Association until all delinquent assessments and other charges have been paid in full.

Witness:

Signature

Print Name

LANDLORD

By:_____
Signature

Print Name

By:_____
Signature

Print Name

Witness:

Signature

Print Name

TENANT(S)

By:_____
Signature

Print Name

By:_____
Signature

Print Name

Signature

Print Name