



INVERVILLAS AND ENVIRONS

APPLICATION FOR RESIDENCY

4502 Inverrary Boulevard, Lauderhill, FL 33319

954-667-3933

applications@oncallmgmt.com

APPLICATION TIME FRAMES AND COST:

ALL FEES MADE PAYABLE TO: "TENANT EVALUATION" IN MONEY ORDER OR CASHIERS CHECK ONLY!!!

Type of Application	Time Frame to be Returned	Cost
ELECTRONIC Standard Application	30 Business Days or Less	\$100.00
MANUAL/PAPER COPY Standard Application **Includes Manual Processing Fee of \$25.00**	30 Business Days or Less	**\$125.00**
International Standard Application (If Applicant has No Social Security Number)	30 Business Days or Less	\$300.00

OPTION A: ELECTRONIC APPLICATION(S): Visit www.tenantev.com CODE: 7369

OPTION B: MANUAL/PAPER COPY APPLICATION(S)

The application fee is NON REFUNDABLE, under any circumstance, including if applicant(s) are not approved by the Board of Directors. Please complete electronic application in its entirety; if something does not apply, fill the corresponding blank with "N/A."

Incomplete answers and/or misrepresentation of any information may result in a disqualification for approval.

APPLICATION REQUIREMENTS:

- ❖ Any resident moving into the community 18 years or older MUST submit an application.
- ❖ If applicants are legally married, they must provide proof of marriage (i.e. Marriage License)
- ❖ Applicants **NOT** legally married **MUST** fill out **separate** applications.
- ❖ Applicants **MUST** enter their **full legal name** and maiden (if applicable).
- ❖ Applicants **MUST** make themselves available for a personal interview
- ❖ **Please note, occupancy prior to approval by the Board of Directors is STRICTLY PROHIBITED.**
- ❖ In order to meet application processing time-frame, applicants must make sure this COMPLETED application reaches our management office **30 days prior to closing or move in. NO EXCEPTIONS!**

PLEASE ATTACH THE FOLLOWING TO THIS APPLICATION:

- ☐ A COPY of all applicant(s) driver's license(s), passport or picture ID(s) and social security card(s)
- ☐ **MUST PROVIDE** a copy of valid vehicle registration(s) AND vehicle insurance proof for ALL vehicles registered to the prospective unit
- ☐ Proof of Income for the last 3-4 payment cycles ie. Paystubs, W-2, Most recent Filed Taxes
- ☐ A SIGNED copy of the SALES CONTRACT or LEASE executed by ALL parties **MUST** also be attached.
- ☐ Pet(s) Photo and Breed information is MANDATORY IF APPLICABLE-Must Comply with Broward Ordinances
- ☐ **EMPLOYMENT LETTER:** From current job confirming your employment on company letterhead
- ☐ **REFERENCE LETTER:** From your previous landlord providing good reference during rental period
- ☐ **BUYERS ONLY:** Provide Proof of Funds for purchasing the prospective unit(s) i.e OFFICIAL Bank Statements on Bank Letterhead and/or Mortgage Approval

APPLICATION MAILING ADDRESS

Mail or personally deliver completed application packet with all the REQUIREMENTS above to:

4502 Inverrary Boulevard Lauderhill FL, 33319

PLEASE ALLOW 10 BUSINESS DAYS AFTER SUBMISSION TO INQUIRE ABOUT STATUS, IN WRITING

ONLY TO APPLICATIONS@ONCALLMGMT.COM.

NO PHONE CALLS WILL BE ACCEPTED TO INQUIRE ABOUT THE STATUS OF ANY APPLICATION(S).

YOU ARE ONE STEP CLOSER TO YOUR DREAM HOME



Invervillas and Environs HOA

- BEFORE YOU BEGIN -

Step 1

(Before you begin, note that a valid major credit card is required)



1) Visit: www.tenantev.com



2) Enter Code: 7369



3) Ready: Begin your online application!

Step 2

(Please allow 15-20 minutes for the completion of this step)



4) **Sign:** After step 1, you will have the option to complete your online application now or complete later. If you chose to complete later, you will receive an email with the link to access your online application at any time. If applicable, once you have completed and signed all the forms, your co-applicant will receive a separate email to complete their signatures.



5) **Upload:** After step 1 we will be sending you, and your co-applicant (if applicable) an email with the link to upload the required documents to complete your application.

Customer Support: (305) 692-7900

Identity Theft:

You can be charged with identity theft if you enter another person's name or social security number, or any other information other than your own on an application. Conviction for identity theft carries with it some potentially hefty penalties. In fact, the Identity Theft Penalty Enhancement Act signed into legislation in 2004 established identity theft as a federal crime. The law sets the penalty for identity theft at up to 15 years in prison and paying as much as \$250,000 in fines.