



To Whom It May Concern:
Re: Rental Application Process

Please find the attached Rental Application Package for Bridgewater Community Association, Inc.

- In order to process your rental application for a specific property please complete ALL documents. They must include ALL signatures of ALL parties prior to the application being processed.
- All applications must be returned with a money order or cashier's check for the application fee: **\$75.00**
- All owners must provide a Background Report from our approved vendor (Sentrylink.com) for each occupant 18 years and older.
- All applications must also be returned with a **\$500.00** refundable Association Security Deposit, which must also be paid by **money order or cashier's check**. The check should be payable to: **Bridgewater Community Association**.
- Property Owner's Account(s) must be current with ALL financial obligations to the Association. Additionally, there cannot be any open/pending violations/actions pending or the application will not be accepted/processed.
- If you are advertising you property with a sign on the property, please find the attached information relating to our Sign Requirements, if these are not followed any non-compliant signs will be removed and discarded without any further notice. Any cost associated with removal of any non-compliant sign will be assessed to the property/property owner.
- To expedite processing, documents may be faxed to **813-381-5214**. Originals must be mailed to our PO Box 7854, Wesley Chapel, FL 33545 address. However, your application will not be process until all payments are received.
- Please complete and Mail or Express Mail all required documents/payments to:

Bridgewater Community Association, Inc.
PO Box 7854
Wesley Chapel, FL 33545
Tel: 888-417-7224 Fax: 813-381-5214

*** The high ratio of rentals in the Bridgewater Association has resulted in the need for more stringent monitoring of for rentals. Please be advised the association will not tolerate any deviation from the rules of the association by owners and tenants. If your tenants are found to be in violation of the Bridgewater documents, you will be asked to begin the eviction process, or possibly face attorney intervention and fines. All cost of any action including but not limited to Attorney Fees, Collection Cost, Court Cost will be assessed to the property/property owner.***

Should you have any questions, please do not hesitate to contact us.

Respectfully,
Bridgewater Community Association, Inc.



Bridgewater Community Association
PO Box 7854
Wesley Chapel, FL 33545

PHONE (888) 417-7224
FAX (813) 381-5214
WEB WWW.BCAofWC.COM
E-MAIL INFO@BCAOFWC.COM



BRIDGEWATER COMMUNITY ASSOCIATION, INC.

To Whom It May Concern:

The following documents are included:

- Bridgewater explanation letter
- Policies and Procedures
- Rental Addendum and Lease Exhibit

Please have the property owner and tenant carefully read and fill out the Authorization and Release Form. Prior to Board approval of tenants the homeowner and tenant must complete and return the included documents. The Homeowner must submit deposit and application fee and receive Board approval prior to tenant taking residence.

In addition, the following applies to leases within the community:

- No lease agreement may be for less than one year and no home may be lease more than two times in a calendar year, unless approved by the association.
- House must be used as a private single family residence.
- All owners will be required to provide Background Checks, from our approved vendor: Sentrylink.com, must use with social security number and Date of Birth Option (Please see attached for example) cost of \$24.95-per- any full time or part time occupant 18 years and older on the lease. (Only the final report is required by the association. Please do not forward the Social Security number.
- Pay the Association a refundable Security Deposit in the amount of \$500.00 and application fee of \$75.00 (the deposit and application fee must be paid for by property Owner)
- A unit may not be rented without prior written approval by the Board of Directors for the Association.
- Property Owner must provide written documentation of monthly lawn service for the leased property. Property Owner is responsible for the care/maintenance of the lawn, shrubs, trees etc.
- No leases will be approved unless ALL association assessments are paid up to date & any outstanding/open violations have been cured.
- All tenants shall be fully bound by the Covenants, Conditions, and Restrictions for Bridgewater.
- The Board will provide written authorization; leases not authorized by the Board shall be void.

The high ratio of rentals in the Bridgewater Association has resulted in the need for more stringent monitoring of rentals. Please be advised the association will not tolerate any deviation from the rules of the association by owners and tenants. If your tenants are found to be in violation of the Bridgewater documents, you will be asked to begin the eviction process, or possibly face attorney intervention and fines.



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My Account

- Sign In
- Contact Us

First Name (required) Last Name (required) Other Last Name/Maiden*

Corporate and volume accounts

Are Available! Contact us for information. [Learn More](#)

Date of Birth (MM/DD/YY)* Social Security Number

Know the SSN and date of birth? Check this box to add SSN/name verification, previous addresses, and background check with related names for an additional \$5.00. [More info](#)

Search!

Resources

[FAQ Blog](#)

*Date of birth required for employment screening and any other FCRA purpose. What this means.
*Other last name/maiden is used only when a date of birth is supplied.



Our **National Criminal Background Check** is a comprehensive criminal check showing felonies, misdemeanors, sex offenses and more at the state and county levels. Employers, parents, and investigators rely on us every day to keep them informed and safe. Please see [Our Data](#) for details of our coverage.

[Privacy Policy](#)
[Refund Policy](#)

Why should you choose SentryLink?

- Our price includes access to our **entire** database of criminal records. Most of our competitors charge \$19.95 for access to a single state only -- read the fine print. E-mail copies, online archiving, and receipts for expense purposes are included free.
- We offer the fastest ordering process, especially if you need to run several background checks at once.
- Our criminal background checks are FCRA compliant for employment screening and tenant screening, including a consumer dispute mechanism. Many sites have misleading claims regarding FCRA compliance, creating serious legal risks for employers who use them.
- For employment screening, we mail the initial consumer notification letter at **no additional cost** to you. (Please note this is not a substitute for your pre-adverse notification requirements. For more information see our background check FAQ or consult with your legal counsel.)
- We are a proud member of the [National Association of Professional Background Screeners](#).

Background Check Resources:

For more detailed information on our various background check services and tools, please visit our [background check resource center](#). It gives helpful tips on starting a successful employment screening program, including an [employee background check release form](#) and information on FCRA regulations.

Pursuant to federal regulation (28 CFR 20) this record may be used only for the stated purpose for which it was requested. Charges and dispositions as coded herein reflect standardized uniform offense and disposition classifications for computerized criminal history records. Furthermore, by submitting the above search, you have agreed to such terms and our User Agreement and its terms.



Please Read ↓

In addition to the basic search for \$19.95, you must add the option of using Social Security Number & Date of Birth (\$5.00 extra) for a total

http://www cost of \$24.95



Policies & Procedures

Our association has a Lease policy that requires all lessees (Any part time or full time occupant 18 years & older, including children of lessees 18 and over) to complete and submit a Lease application. See the HOA documents, Leases for further information.

Once the Board has made a determination as to the status of the application, a letter of either approval or denial will be sent to the property owner or their agent.

The following is a list of guidelines that will be used by the Board of Directors to reject an application for residency:

- Any Felony Convictions in the past 15 years
- Misdemeanor convictions within the past 10 years
- Any Drug Related Convictions
- Registered Sexual Predator/Offender

Property Owner must provide written documentation from a lawn service company, which will be providing monthly lawn service for the leased property. Property Owner is responsible for the care/maintenance of the lawn, shrubs, trees etc.

TENANTS ARE NOT ALLOWED TO MAINTAIN THE YARD. TENANTS WILL NOT BE APPROVED UNTIL A LAWN SERVICE COMPANY HAS BEEN CONTRACTED.

Thank you for your cooperation.



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Application

Use a separate application for each full/part time occupant 18 years or older

ANY ADDITIONAL OCCUPANTS ADDED AFTER COMMENCEMENT OF THE RENTAL TERM MUST SUBMIT AN APPLICATION AND BE APPROVED PRIOR TO TAKING OCCUPANCY

Move-In Date Requested _____ Property Address _____ Applicant Name _____
Social Security Number _____ Driver's License# _____ /State _____ Exp. _____ Occupants: Indicate the number of persons to occupy the property (do not include yourself): ___ Applicant D.O.B. ___/___/___
E-mail Address _____ (REQUIRED, FOR APPLICATION TO BE PROCESSED)

Table with 4 columns: Name, Social Security #, Driver's License / State, Birthdate. Rows 1-4.

Residency:

Current: Address _____, City _____, State _____, Zip _____
How Long _____ Monthly Payment _____ Landlord or Mortgage Company _____ Phone # _____
Reason for Leaving _____
Have you ever been evicted or asked to terminate a lease? _____ If so, please explain _____
Previous: Address _____, City _____, State _____, Zip _____
How Long _____ Monthly Payment _____ Landlord or Mortgage Company _____ Phone # _____
Reason for Leaving _____
Previous: Address _____, City _____, State _____, Zip _____
How Long _____ Monthly Payment _____ Landlord or Mortgage Company _____ Phone # _____
Reason for Leaving _____

Employment (APPLICANT)

Current: Employer _____ Address _____ Phone # _____
Position _____ How Long _____
Gross Monthly Salary _____ Immediate Supervisor _____
Previous: Employer _____ Address _____ Phone # _____
Position _____ How Long _____
Gross Monthly Salary _____ Immediate Supervisor _____

Other Employment (other source of income)

Source: _____ Address _____ Phone # _____
Gross Monthly Amount _____ How Long? _____

Vehicle:

Number of automobiles _____ Motorcycles _____
Make _____ Model _____ Color _____ Year _____ License Plate _____ State _____
Make _____ Model _____ Color _____ Year _____ License Plate _____ State _____

Pets: If you have any pets please complete the following:

Type of pet _____ Breed of pet _____ Age _____ Color _____ Size / Weight _____

Other: Rental/Criminal History: Have you, your spouse or any of the occupants listed on the application ever been:

Evicted or asked to move out? Yes [] No [] If yes, please explain _____
Broken a rental agreement? Yes [] No [] If yes, please explain _____
Charged with or convicted of a felony or a misdemeanor crime against a person that was resolved by conviction, probation, deferred adjudication, court-ordered community supervision or pre-trial diversion? Yes [] No [] If yes, please explain _____

Emergency: Person(s) to notify in case of emergency: (other than co-resident):

Name: _____ Address _____ City _____ State _____ Zip _____
Relationship: _____ Phone: Home _____ Work _____ Other _____

Applicant(s) hereby represent that all the above statements are true and correct and are made to induce Bridgewater Community Association, Inc to APPROVE AN APPLICATION FOR RENTAL OF A HOME IN THE COMMUNITY and Applicant(s) hereby authorizes verification of all information above by all available means. I (we) agree that I (we) have no right to occupy the property until the application is approved and a Rental Agreement is entered into. Any false statements made above shall be sufficient cause for Bridgewater Community Association, Inc., to DENY OR RESCIND APPROVAL OF AN APPLICATION. Bridgewater Community Association, Inc. reserves the right to reject Applicants application NOTWITHSTANDING PRIOR execution and delivery of A Rental Agreement. APPLICANT AGREES TO BE BOUND BY THE DECISION OF BRIDGEWATER AND UNDERSTAND APPLICATION FEE(S) ARE NON-REFUNDABLE. I understand that this is a routine application to establish credit, character, employment and rental history. I also understand that this is NOT AN agreement to rent and that all applications must be approved. I authorize verification of references GIVEN. I declare that the statements above are true and correct and I agree that Bridgewater Community Association, Inc. may terminate ANY RENTAL agreement entered into IF I HAVE MISSTATED ANY INFORMATION IN THIS APPLICATION.

Applicant Signature _____ Date _____



Bridgewater Community Association Rental Data Sheet

Property Address: _____

Owners Name: _____

Owners Address: _____

Owners Phone(s): _____

Owners Email(s): _____

Property Management Co: _____

Property Manager: _____

Manager Phone(s): _____

Manager Email: _____

Landscape Service: _____

Landscape Service Phone: _____

Tenant(s) NAME: _____

Tenant(s) Phone(s): _____

Tenant(s) Email(s): _____

Comments: _____



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UNIFORM LEASE EXHIBIT

The undersigned Landlord and Tenant hereby incorporate the following provisions into their Lease Agreement for rental of a single family residence in the Bridgewater Community:

1. Tenant acknowledges receipt of a copy of the Declaration for Bridgewater and Bylaws recorded in O.R. Book 5574, pages 934 *et. seq.*, as amended in O.R. Book 6052, pages 181 *et. seq.* of the public records of Pasco County, Florida, and agrees to abide by all of rules and regulations of the Association that govern the Home.
2. Landlord appoints such Officer of the Bridgewater Community Association as from time to time designated and authorized by the Board of Directors, as Landlord's agent and attorney-in-fact, ("Agent"), for the purpose of, and with the authority to terminate the Lease Agreement in the event Tenant violates any covenant, rule, or regulation applicable to residents of the Community; provided, however, that the Association shall first give Landlord ten (10) days written notice of the violation. The authority granted to Agent includes, but is not limited to, the power to engage in written or oral communications directly with the Tenant and to initiate legal proceedings against Tenant as deemed necessary by Agent, without further notice to, or consent from Landlord.
3. Any deposit held by Association in connection with the rental will be applied to costs incurred by the Association for enforcement, including attorney's fees, and any unpaid costs will be charged to Landlord as an individual assessment.
4. Tenant agrees that the payment or acceptance of rent by Landlord with or without knowledge of a violation will not be asserted as a defense in any legal action initiated against Tenant by the Association.
5. The authority granted Agent shall continue as long as Tenant occupies a residence in Bridgewater, regardless of expiration or renewal of the initial lease term, and shall be construed as a durable power of attorney, unaffected by the disability of the undersigned, except as provided by law.

IN WITNESS WHEREOF, the undersigned has set my and seal this ____ .Day of _____ ,20__

Witness Signature: _____

Print Name: _____

Landlord _____

Witness Signature: _____

Print Name: _____

Witness Signature: _____

Print Name: _____

Tenant _____

Witness Signature: _____

Print Name: _____



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LAWN SERVICE NOTICE ADDENDUM

Regarding the property located at _____, Wesley Chapel, Florida, 33545, the undersigned Homeowner and Lawn Service Company agree that Bridgewater Community Association, Inc. will be notified of any changes to the terms or cancellation of the lawn service agreement for the property.

In consideration of providing such notice, the lawn service company will be paid \$100.00.* Homeowner hereby authorizes the Association to pay the charge directly to the lawn service company and to assess it to the homeowner's account.

Association Contact Information:

Bridgewater Community Association, Inc.
Phone: (888) 417-7224
Fax: (813) 381-5214
PO Box 7854
Wesley Chapel, FL 33545

Date

Homeowner

Date

Lawn Service Company Representative

*If homeowner is unsatisfied with lawn service and wishes to switch companies. They must properly notify the Association **prior** to changing services. With proper notification and cancellation of service in addition to reinstatement with a new lawn service, the \$25 fee will not be paid to the lawn service company and/or charged to the Homeowner.

Lawn Service Company Info:

Company Name: _____

Company Address: _____

Contact Name: _____ Contact Phone: _____



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RENTAL ADDENDUM

This addendum is to acknowledge that:

Tenant(s) Name(s)

Property Address

We have reviewed and received copies of the Bridgewater Community Associations Covenants, Rules and Regulations and agree to abide by them. We understand that the Association will not tolerate any deviation from the rules. Any violation will result in enforcement action which may including eviction. We agree to be responsible for any enforcement cost and attorney fees incurred by the association.

Date

Property Owner(s)

Lessee(s)



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APPROVED RENTAL/SALE SIGN

For Sale Sign Ordering Info

The sign is a single sided wood sign.

Cost \$64.00 plus tax. This price includes installation.

Impact Signs; Contact: (813) 855-9116



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