

VILLA SERENA RENTAL UNIT INFORMATION QUESTIONNAIRE

Unit Address \_\_\_\_\_

OWNER INFORMATION

Owner Name(s) \_\_\_\_\_

Owner Mailing Address \_\_\_\_\_

Email Address \_\_\_\_\_

Phone (H) \_\_\_\_\_ Phone (W) \_\_\_\_\_ Phone (C) \_\_\_\_\_

MANAGEMENT COMPANY INFORMATION

Company Name \_\_\_\_\_

Manager's Name \_\_\_\_\_

Company's Address \_\_\_\_\_

Email Address \_\_\_\_\_ Phone No. \_\_\_\_\_

ARTICLE 13 LEASING OF UNITS

13.1. Procedures.

(a) Notice. An Owner intending to lease his Unit must give to the Board of Directors (or its designee) written notice of such intention at least five (5) days to the starting date of the proposed Lease together with the name and address of the proposed Tenant, and other information about the Tenant or the Lease that the Board may reasonably require.

(b) Failure to Give Notice. Any Lease entered into without notice in violation of the above provisions shall, at the option of the Board, be treated as a nullity, and the Board shall have the power to evict the Tenant by summary proceedings without securing consent to such eviction from the Owner.

13.3. Occupancy During Lease Term. No one but the Tenant and the members of his Family within the first degree of relationship by blood, adoption or marriage may occupy the Unit. The total number of overnight Occupants of a leased Unit is limited to six (6) persons, or such lesser number as may be elsewhere provided in the Declaration.

RENTER INFORMATION

Name(s) on the Lease \_\_\_\_\_

Email Address(s) \_\_\_\_\_

Phone (H) \_\_\_\_\_ Phone (W) \_\_\_\_\_ Phone (C) \_\_\_\_\_

Phone (H) \_\_\_\_\_ Phone (W) \_\_\_\_\_ Phone (C) \_\_\_\_\_

Lease Term: \_\_\_\_\_ months

Lease Commencement Date: \_\_\_\_\_ (Month, Day and Year)

Lease Expiration Date: \_\_\_\_\_ (Month, Day and Year)

Was Tenant(s) given a gate code? \_\_\_\_ Yes \_\_\_\_ No If yes, please provide the code: \_\_\_\_\_

Was Tenant(s) given a gate opener transponder(s)? \_\_\_\_ Yes \_\_\_\_ No

Was Tenant(s) given an Access Card(s) for the Pool and Clubhouse? \_\_\_\_ Yes \_\_\_\_ No

**VILLA SERENA RENTAL UNIT INFORMATION - continued**

Names of additional Individuals who will be residing in the Unit, aside from the names on the lease, and their familial relationship to the renter. A maximum of five individuals total can reside in a Unit.

Name (Please Indicate if Adult or Child)	Relation to Tenant(s)

**ARTICLE 12 USE RESTRICTIONS:**

12.5 (c) **Vehicles belonging to the Occupant(s) of a Unit shall be required to be kept, parked and stored in the Limited Common Element garage and driveway assigned to that Unit.** However, an Occupant of a Unit may utilize one (1) of the twenty-five (25) specially labeled community parking spaces for his or her temporary use.

**An Occupant of a Unit may utilize one (1) of twenty-five (25) community parking spaces labeled "Visitor/Resident" for his or her temporary use on a first come, first serve basis up to three (3) times per month only.** Temporary use of the aforementioned parking space may not exceed a total of eighteen (18) hours in any one (1) twenty-four (24) hour period.

Residents can only park two vehicles on the property. Residents have two parking spaces: the Unit garage and the Unit driveway.

List the Make, Model, and License Plate Number of Tenant(s)' Vehicles:

Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_ Year \_\_\_\_\_ Plate# \_\_\_\_\_ State \_\_\_\_\_

Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_ Year \_\_\_\_\_ Plate# \_\_\_\_\_ State \_\_\_\_\_

Villa Serena Owners Association allows two (2) household pets in the unit.

Does the Lease allow Pets?  Yes  No      If yes, list the type of breed:

Dog or Cat	Breed

Mail this information questionnaire, along with a copy of the signed rental lease to:

Villa Serena Owners Association  
 2239 Kings Palace Drive  
 Riverview, Florida 33578

or email to [ckelly@ameritechmail.com](mailto:ckelly@ameritechmail.com) or [censusvs@gmail.com](mailto:censusvs@gmail.com)

An electronic version of this questionnaire can be found under the Documents tab of the Association website:

[www.villaserenahoa.com](http://www.villaserenahoa.com)