



Leasing Permit Request – 90 Fairlie Condominium Association

This form is for use by unit owners at 90 Fairlie Condominium Association who wish to lease their unit(s). Unit owners must obtain a “leasing permit” from the Board of Directors prior to entering into a lease. This form is intended as an aid in fulfilling that requirement. It **does not** contain all the provisions which may apply to leasing a units.

UNIT OWNERS ARE RESPONSIBLE FOR COMPLYING WITH ALL PERTINENT SECTIONS OF THE DECLARATION OF CONDOMINIUM PERTAINING TO THE LEASING OF UNITS

For purposes of this form, “Board” shall mean a member of the 90 Fairlie Condominium Association Board of Directors, and “Agent” shall mean the 90 Fairlie Property Manager at Parkside Management Company.

Please PRINT your name and unit number below, read and initial the five statements, sign and date the form, and Mail to:

Parkside Management Co.
Attn: Sarah Hohwald
P.O. Box 17906
Atlanta, GA 30316

Or Email to sarah.hohwald@parksidemgt.com

If you are requesting a “hardship leasing permit,” please attach a **separate** statement detailing the hardship.

You will receive notification whether your request has been approve, denied, or waitlisted. Approved requests are valid for ninety (90) days.

I, _____, hereby request approval to lease Unit _____.

- A. I understand that I must provide the Board or its Agent with the following:
 - 1. One (1) copy of the unexecuted lease agreement at least seven (7) days prior to entering into such agreement. Initials: _____
 - 2. One (1) copy of the signed and executed final lease agreement within ten (10) days after its execution. Initials: _____
 - 3. A Non-Refundable Move-In Fee of \$250.00
 - 4. A Refundable Move-In Deposit of \$250.00 pending no damage during the move-in
 - 5. The date of the scheduled move-in at least 7 days prior to the Agent.
- B. I will provide the lessee(s) with access to the Declaration of Condominium and Bylaws and explain to lessee(s) that they and all occupants and guests are responsible for compliance with these documents and may be assessed for fines for violations. Initials: _____
- C. I understand that, per the Declaration of Condominium, I am responsible for the payment of any fines assessed upon and not paid by lessee(s). Initials: _____
- D. I have read and understood all provisions of the Declaration of Condominium and bylaws pertaining to the leasing of my condominium unit, and I further understand and acknowledge that failure to comply with any such provision will result in fines of \$25.00 per day, per violation assessed against me. Initials: _____

Signature of Unit Owner

Date