



Tropical Breeze Estates, Inc.

**4280 Mockingbird Drive
Boynton Beach, Florida 33436**

(561) 732-4878 Voice

(561) 732-6577 Fax

E-Mail: tbe.info1@comcast.net



SUBJECT: Completing and submitting Rental Application Forms

Effective Date - July 28, 2021

Renting your home in Tropical Breeze Estates requires a completed application packet be submitted to the office at least 30 days prior to a rental becoming effective. The rental application forms, along with the necessary copies of the CCR's, By-laws, and Rules and Regulations can be accessed on the TBE website or you may request a packet by email. The cover page of the application packet includes a list of each required form to be completed. All Incomplete forms/packets will be returned to the owner to be re-submitted. A packet submitted with missing/incomplete documents will delay the process and may affect the rental start date.

Please be aware, the owner carries the responsibility to verify with the incoming tenants that they have read, understand, and agree to follow the rules and regulations when renting your home in TBE.

The review checklist must be completed and signed by the tenants and submitted as part of the rental application packet. This checklist requires a notarized signature.

When the complete package is received in the office, the background screening will be processed and you, the owner, will be notified of the final approval.

For the Board of Directors, Tropical Breeze Estates