

**Lake Vista Condominium Association, Inc**  
**7703 Lake Vista Court**  
**Lakewood Ranch, FL 34202**  
**941-907-2214**  
**Alternate 941-737-0833**  
*Vizzion4u@aol.com*

**MOVE-IN AGREEMENT 1/2/2014 R-1**

BY SIGNING THIS AGREEMENT, NEW RESIDENTS AGREE TO ATTEND A LAKE VISTA RESIDENCES BRIEFING SESSION *PRIOR* TO MOVING IN.

Pursuant to the adopted rules of the Association, the following procedure is agreed to by the signatory:

1. Prior to moving into a unit at Lake Vista, a \$500 deposit will be posted with the Association. Two checks are to be provided made out to the Lake Vista Residences in the amount of \$250.00 each. After a tenant successfully moves in, one of the \$250.00 checks will be returned. The other check will be kept on deposit by the Association. When a tenant successfully moves out, the deposit of \$250.00 will be returned. The purpose of the Association retaining a \$250.00 deposit until move out is to ensure that the tenant complies completely with all requirements of this agreement. Failure to abide by each and every requirement (upon move out) will result in forfeiture of the entire \$250.00 move-out deposit. Checks will be delivered personally to the On-Site Manager located at the Clubhouse Office at least 3 days before move-in. At that time the approximate move-in time(s) must be established.

**Buyers** are required to post a \$500 deposit prior to moving in. The check will remain in a file assigned to the unit owner. It will not be deposited unless moving takes place in variance to the requirements set forth in this document. If the unit is sold, the check will be returned to the owner upon successful completion of move-out.

2. Move-ins and Move-outs are to be conducted Monday through Friday unless special arrangements are made through the management company and approved by the Board of Administration.
3. Move-ins and Move-outs are defined as the bulk moving in of building materials, furniture, furnishings, musical instruments, equipment, boxes containing containers of possessions, all requiring the use of moving personnel, or carts, two wheelers or other moving equipment. Moving-in and Moving-out is also defined as the moving in or moving out of household goods not in bulk. For example: Moving-in or moving-out of a couch, chair, pool table, piano, TV stand, or entertainment center furniture, bed, bedroom furniture or equipment.
4. Immediately before the move-in, the Lake Vista On-Site Manager must be notified that the move-in is about to take place, however the approximate move-in time will be prearranged with the Manager. Upon receiving this notice, the On-Site Manager will walk with the applicant and note any deficiencies, and the applicant or unit owner may sign-off acknowledging the same.
5. Immediately after Move-in or Move-out has been completed, the applicant will contact the On-Site Manager. Within a reasonable amount of time, the Manager – walking with the applicant will re-inspect the premises. Any damage will be noted by the Manager and the applicant or unit owner may receive a copy of the notations. Move-ins and Move-outs are to be completed between 8:00 a.m. and 5:00 p.m. Monday through Friday. If the move-in is completed outside of normal business hours (8-5 Monday through Friday) the inspection will take place during the first hour operation on the first business day following the completed move-in. It will be assumed that any damage which is noted after the Move-in or Move-out, has resulted from such Move-in or Move-out even though the inspection may not have taken place until the next business day, unless special circumstances are reported to and agreed to by the On-Site Manager.

6. If no damage has occurred to the premises as described above, and all association rules have been complied with, the security deposits will be returned.

Caution (see below)

7. **If an applicant or unit owner fails to abide by the terms and conditions as indicated above, the Move-in Deposit or Move-out Deposit will be forfeited.** Lake Vista Residences has no desire to keep any of the Applicant's funds. These provisions are merely for the protection of the financial interests of all unit owners and to help keep common areas in first class condition. If it is determined that a move-in or move-out has taken place without the above procedures being complied with, both the applicant and the unit owner maybe subject to additional financial penalties in connection with such failure, and become responsible for any damage to the common area elements. Unclaimed deposits will be forfeited after 12 months from date of lease expiration.

Caution (see below)

**DO NOT BEGIN MOVE IN or MOVE-OUT UNTIL YOU HAVE ACTUALLY MET WITH AN ASSOCIATION REPRESENTATIVE AND HAVE COMPLETED THE PROCESS PRIOR TO MOVE-IN or MOVE-OUT AS DESCRIBED ABOVE.**

**LEAVING A MESSAGE IS NOT CONSIDERED APPROVAL TO BEGIN MOVE-IN.**

**IF A TELEPHONE CALL DOES NOT ANSWER OR IS BUSY, CALL BACK UNTIL A REPRESENTATIVE IS REACHED. THE INSPECTION MUST TAKE PLACE BEFORE AND AFTER MOVE-IN and BEFORE AND AFTER MOVE-OUT.**

To further emphasize the above terms, I agree to sign the Association FINAL CHECK document which re-states for additional clarification the above terms.

**Deposit Recap for renters:**

**Tenant Moving in - \$250.00 Deposit refundable after successful move-in  
\$250.00 Deposit refundable after successful move-out**

**\$500.00 Total Due before Rental Application is approved**

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Phone Number

\_\_\_\_\_  
Planned Move-in Date

\_\_\_\_\_  
Applicant's Unit