ISLAND PARK CONDOMINIUM OWNERS ASSOCIATION, INC.

c/o SUNSTATE ASSOICATION MANAGEMENT GROUP, INC.
PO Box 18809,Sarasota, FL 34276
P: 941-8701-4920
email: allapplications@sunstatemanagement.com

APPLICATION REQUIREMENTS

The following general requirements apply to _rental_ applications submitted for review and processed by Sunstate Association Management Group, Inc.

1. The application form must be completed in its entirety. **Missing information and/or documentation will result in the application being delayed or returned**. If an item is not applicable, mark as "N/A".

2. Copies of required documentation, such as the contract for lease, driver's license, passport/visa/ Permanent Resident Card, etc. or any other required documentation must be legible. **If not legible, the application will not be processed.**

3. Incomplete or partial applications personally delivered to our office will not be accepted. Please ensure that the application is completely filled out prior to delivery.

4. Incomplete or partial applications received via email will be returned.

5. **Applications are processed in the order they are received**. Requests to "expedite" or "rush" an application are not fair to previous applicants and will not be considered. Applications have a ten (10) day requirement to process and approve an application. Lease Contracts/agreements should reflect a start date that is on or after the required processing time. **Applicants are not permitted to move in prior to Association approval.**

6. An agreement to enter a lease or memo to enter a lease is not a valid lease contract and will not be accepted. Only valid residential lease agreements or purchase contracts that are clearly legible and signed by all parties will be accepted.

7. Application fees are $100 made payable to the association. There is also a $25.00 processing fee made payable to Sunstate Association Management Group, Inc..

Two separate checks or money orders must be made. Payable in US funds. Cash and credit cards are not accepted.