

LAUREATE PARK MASTER ASSOCIATION, INC.

c/o Titan Management
1631 East Vine Street Suite 300
Kissimmee, FL 34744
Telephone:407-705-2190
Email: titancares@titanhoa.com

RENTAL APPLICATION AND INSTRUCTIONS

The following items must be provided to the Laureate Park Master Association Board of Directors, c/o Titan Management 1631 East Vine Street Suite 300 Kissimmee, FL 34744 within ten (10) days of the lease being signed:

Required Documents:

- Copy of signed lease and all amendments
- Administration Fee of \$200, made payable to Laureate Park Master Association, Inc.
 - Payment can be made via check, money order or credit card.
 - NOTE: If you are mailing the check or money order and sending the documents electronically, please include a copy of the check or money order as proof of payment - **the tenant will not be issued a key fob for amenity access unless the check is received.**
- Completed "Acknowledgement of Covenants and Restrictions" form (form attached)
- Permission for Key Fob Access to Laureate Park Amenities

NOTE: If emailing this Application, copy of lease and Acknowledgement form, please be sure to copy both titancares@titanhoa.com and bryan.merced@tavistock.com

Key Fob Access To Amenities:

The "Permission for Key Fob Access to Laureate Park Amenities" form (attached) will need to be completed and brought to the Lake Nona Information Center - 13615 Sachs Avenue, Orlando, FL 32827. Tenants will be issued key fobs from there. Please call the Information Center directly if you have questions regarding this process - (407) 888-6500.

Please Indicate Type of Dwelling Being Leased:

___ Single Family Unit

Address: _____

___ Townhome

Address: _____

___ Garage Apartment

* If Garage Apartment, please indicate address if different from main property address

Main Property Address: _____

Garage Apartment Address: _____

Mailbox Keys:

Renters will need to bring a copy of the fully executed lease along with valid photo ID to the United States Post Office located at 6301 Hazeltine National Drive, Orlando, FL. An order will be placed and the renter should receive keys to their assigned mailbox within 2-3 business days. Please note operating hours for this location are Monday-Friday, 9AM-5PM, and Saturday, 9AM-1PM.

SPECIAL NOTE FOR RENTERS OF GARAGE APATMENTS:

While some garage apartments do have an address that is separate from the main house, this address is not recognized by the City as an “inhabitable” address. The owner of the property will need to notify the City of Orlando that the address is an apartment and not just a garage and confirm it is in the 911 database before the renter can go to the Post Office and be issued keys. Please note that this is something the property owner will need to do – the HOA cannot do this on the owner’s behalf. If the address is not in the 911 database, the Post Office cannot issue keys.

By signing below, the Property Owner acknowledges that (1) all leases must be a minimum of twelve (12) months, (2) each owner is obligated to provide a copy of the Laureate Park Master Association, Inc. documents ("Laureate Park HOA Docs") to tenant and (3) all tenants leasing the property to comply with the Laureate Park HOA Docs and that the Property Owner is not released from compliance to the Laureate Park HOA Docs by virtue of lease agreement.

Property Owner Signature

Property Owner Printed Name

Property Owner Signature

Property Owner Printed Name

Property Address

Date