



## APPLICATION PROCEDURE

Good day,

Thank you for contacting us, we hope you and your family are doing well.

Applications are now made ONLINE ONLY. Please visit our website [www.vistasatdoral.com](http://www.vistasatdoral.com), and go to the button at the lower section of the page "Apply here", where you will be able to fill it up and attach all the required documents by the Association (lease or purchase agreement, copy of Driver license, proof of income, authorization form).

Payments are accepted in Money Order ONLY and must be deposited in our mailbox located right next to the admin offices entrance (8140 Geneva Ct Doral, Fl 33166). A legally married couple pays \$200 for the application (both) plus \$150 moving fee. If Applicants are not a legally married couple, the first adult will pay \$150, the second adult \$100 plus the \$150 moving fee.

The approval process normally takes between 5 to 7 business days (when everything is ok with the application) but in some cases PROCESS MAY TAKE UP TO 45 DAYS PER MIAMI-DADE COUNTY CODE OF ORDINANCES. Applications are processed in the order are received.

If you have any other questions, do not hesitate to contact us via email or by phone or you can also visit our website where you can find all information you need. Applicants must read, understand, and consent the Condominium Rules and Regulations and Moving procedures also found under documents and forms section in our website.

**"All applicants will be interviewed".**



**APPROVAL/SCREENING APPLICATIONS PROCEDURE**

This Management receives and processes all information regarding the sale, transfer, or lease of all Units. Once we receive the complete application (including payment and necessary documentation) we process the information you provide. We encompass the findings on a report, which is given to the Board of Directors along with your application package. If all requirements are met, the Board of Directors will sign a Certificate of Approval. Prior to providing the Certificate of Approval the person requesting it must go in person to the Management Office to review the Rules and Regulations of the Community and sign an Acknowledgment Form stating that they have read them, understand them, and agree to follow them. No Certificate of Approval will be provided unless this Acknowledgment is signed. **\*\*PLEASE BE AWARE THAT, ANYONE WITH A CRIMINAL HISTORY REFLECTING FELONY CONVICTIONS WITHIN THE LAST TEN (10) YEARS FOR CRIMES INVOLVING VIOLENCE TO PERSONS OR PROPERTY. OR THE SALE, MANUFACTURE OR DISTRIBUTION OF ILLEGAL NARCOTICS. WILL BE DENIED. APPLICABLE FEES ARE NON-REFUNDABLE. \*\***

I hereby authorize a full background check, which will include criminal, civil, past employers, financial institutions, and acquaintances.

APPLICANT: The authorization form will be used to obtain and verify information with your employers, banks and financial institutions and credit organization thus a consensual signature is required.

**\*\*PLEASE READ CAREFULLY\*\***

The screening of the application will not be processed unless the following items are attached:

- NON-REFUNDABLE APPLICATION PAYMENT IN THE AMOUNT OF \$100.00 PLUS \$50.00 FOR EACH EXTRA ADULT (18 YEARS OLD OF AGE OR OLDER).

LAS VISTAS AT DORAL CONDOMINIUM ASSOCIATION, INC. (Money Orders Only)

- COPY OF THE REAL ESTATE PURCHASE AGREEMENT (IF A PURCHASE) OR A COPY OF THE LEASE AGREEMENT (IF A RENTAL).
- FLORIDA DRIVER'S LICENSE FOR EACH APPLICANT (Over 18 years old).
- SOCIAL SECURITY NUMBER FOR EACH APPLICANT (Over 18 years old).
- EMPLOYMENT LETTER STATING POSITION, SALARY, AND LENGTH OF EMPLOYMENT.
- IF APPLICANT IS SELF-EMPLOYED COPIES OF LAST TWO YEARS INCOME TAX RETURNS AND BANK STATEMENTS FOR THE LAST TWO MONTHS.
- MOVING FEE \$100.00. (Payable to Las Vistas at Doral)
- PET REGISTRATION FEE \$150.00 EACH (Payable to Las Vistas at Doral)

If a special condition is found in the application as for example (Service Animal or Emotional Support Animal, or any other), additional information may be required and requested to applicant within next 15 days of the receipt of the application.

I acknowledge that I have understood all the requirements and application procedures. I understand that once the application is submitted. none of the fees are refundable.

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

\_\_\_\_\_  
Co- Applicant's Signature

Note: PROCESS MAY TAKE UP TO 45 DAYS PER MIAMI-DADE COUNTY CODE OF ORDINANCES

8140 Geneva Court, Doral, Florida 33166  
Tel: (305) 513-3396