



# TENANT ACCESS AUTHORIZATION

## TENANT INFORMATION

Name of all tenants to occupy unit : \_\_\_\_\_

Tenant's home (or alternate) address : \_\_\_\_\_

E-Mail : \_\_\_\_\_ Phone Number : \_\_\_\_\_

Lease Start Date : \_\_\_\_\_ Lease End Date : \_\_\_\_\_

## RESIDENT INFORMATION

The owner(s) of a home in Pelican Landing hereby declare that I/we have leased my/our property in Pelican Landing in accordance with all applicable covenants.

Owner's Name(s) : \_\_\_\_\_

Leased Address : \_\_\_\_\_

Is this the owner's only Pelican Landing address? :  Yes  No

If no, what is the other address? : \_\_\_\_\_

Owner's alternative mailing address : \_\_\_\_\_

E-Mail : \_\_\_\_\_ Phone Number : \_\_\_\_\_

Does the property management company for this neighborhood require approval prior to tenant arrival? :  Yes  No

If yes, please forward a copy to the Community Center.

Name of Management Company : \_\_\_\_\_

Leasing Agency Name : \_\_\_\_\_

Agent : \_\_\_\_\_ Phone Number : \_\_\_\_\_

A \$100 processing fee, copy of the neighborhood approval, if applicable, and the fully executed lease must accompany this form before paperwork can be finalized. Any questions, please call the Pelican Landing office. All forms must be completed and returned to PLCA office two (2) weeks prior to the rental start date. \*Please note: Pelican Landing BOD has adopted the Dual Use Rights Policy (100.14) which states your owner ID cards & barcodes will be turned off during the duration of your lease.