

Villas of Carillon HOA

Sale & Lease Application Process



All buyers and tenants ("applicants") are required to complete a comprehensive application process via a 3rd party service called Tenant Evaluation prior to purchasing, leasing, or renewing any lease of a property within the Villas of Carillon.

The application process includes a background check relating to criminal activities as well as a credit check and must be performed for all persons who intend to be listed on the purchase contract or tenant/landlord lease agreement.

All applications must be completed by the applicant (moved to a CLOSED status in Tenant Evaluation) in order for the Association (Board of Directors) to have visibility to and review them. If approved, the Association will notify the applicant in writing. The Association decision must be received, in writing, before any sale, new lease or lease renewal may be entered into. Association review and approval may take up to 20 days to complete.

Landlords must provide new lessees with the complete set of Association documents, which are available on the Villas of Carillon website. The Property Manager may do the same for prospective buyers upon request from the buyer or their agent.

APPLICATIONS MAY BE DENIED FOR THE FOLLOWING REASONS:

- Prior criminal record, including any pleas of no contest, which indicates a potential threat to the health, safety or welfare of the community.
- History of non-compliance with any specific requirements set forth in the Association's governing documents.
- Providing false or incomplete information in connection with an application.

How To Apply:

Have the purchaser or tenant ("applicant") follow these steps:

1. Allow 30-45 minutes to complete the application process.
2. Go to <https://tenantev.com/>.
3. Sign-In if you have already have an account (i.e. – if you have completed a Tenant Evaluation application in the past). There is a password reset feature available if you have forgotten it. If you don't have an account, you must create a new one.
4. Watch the brief video tutorial explaining how the process works.
5. Enter the Villas of Carillon Property Code (7400).
6. Select the application type:
 0. If you are a tenant, click on "Apply to lease a property".
 1. If you are a buyer, click on "Apply to buy a property".

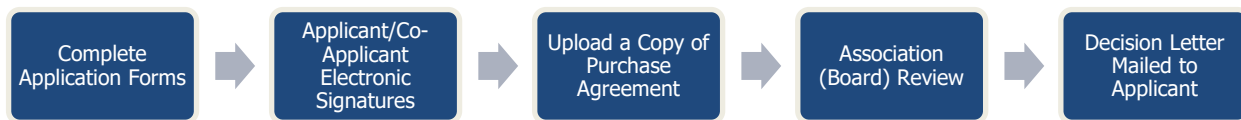
Villas of Carillon HOA Sale & Lease Application Process



2. If you are an adult guest or additional resident living at the property, click on "Apply as a guest or additional resident".
7. Confirm the Property Name, Application Type, and Property Code.
8. Select who is leasing or buying the property (Just Me, Me and someone else, Me with an existing tenant/resident).
9. Acknowledge your understanding that all people over the age of 18 who are listed on the contract and/or will be residing in the property must submit an application.
10. Complete the application form(s), electronically sign all forms, upload the purchase or lease agreement.
11. Await Association (Board) decision.

Application Process

Sale



Lease




Need Support?

The Association does not provide technical support of the application process. If you are having trouble, Tenant Evaluation offers different ways to contact their support department, available 24/7 via support tickets or by calling the phone system.

1. Visit www.tenantevaluation.com and look for the "Help" icon at the bottom corner of the screen.
2. Visit www.tenantevaluation.com/support and complete the support form.
3. Email support@tenantevaluation.com and provide the details of the issue you are experiencing.
4. Call 305-692-7900 and speak to an agent. Reference your application number.

Villas of Carillon HOA Sale & Lease Application Process






Property Application for Villas of Carillon

Property Name

How to Apply ?

- 1

You can go to [Tenantev.com](https://tenantev.com) or scan this QR Code.


- 2

Create a new account and use the following application code to begin.

7400

Property Application Code

then

Please read before applying

You must create a Tenant Evaluation account to apply, or you can sign in to your existing account.

The community you are applying to could request information such as Credit report (Social Security number necessary), Criminal background check, Eviction report, Proof on income, Personal and work verifications.

Important!

Application Fee: There is a cost associated with the application. You won't be charged until your digital application form is submitted at the beginning of the process. This application is linked to the email address you will use to create your new account. If you have questions regarding the application requirements, please contact the association directly.

Tenant Evaluation does not determine your approval. The community association screening committee makes the final decision after reviewing your application.

Application process
my take up to 45 *minutes*
tenantev.com

Do you need help?

Email us at support@tenantevaluation.com

Call us at **305.692.7900**