



Pelican Landing Tenant Application Information

- ❖ Owners of units located in a community in which there is not a Neighborhood Association are permitted to lease their units one (1) time per year, with a minimum lease period of thirty (30) days.
- ❖ Owners of units located in a community in which there is a Neighborhood Association (parcel neighborhoods) are permitted to lease their units four (4) times per year, with a minimum lease period of thirty (30) days, unless the neighborhood documents state differently, whichever is less.
- ❖ To process a rental application the PLCA office requires:
 1. A completed Tenant Access Authorization Form
 2. A \$100.00 check or money order made out to PLCA
 3. Copy of a fully executed lease
 4. Completed and approved Property Management Application
(if applicable)
- ❖ It is the responsibility of the owner and/or rental agent to advise a potential tenant of all neighborhood rules and regulations and to provide them with all keys such as mailbox and pool where applicable.
- ❖ Upon registration, tenants will receive a car pass/Barcode, ID cards and a complete Tenant Information Packet.
- ❖ Failure to comply with the above rules and regulations or registering a tenant as a guest may result in the tenant not being able to pass through the gates of Pelican Landing or being allowed usage of any property amenities.
- ❖ All forms must be completed and returned to the PLCA office **two (2) weeks prior** to the rental start date.