

**RESOLUTION OF THE BOARD OF DIRECTORS
FOR
DAHLIA VILLAGE CONDOMINIUM ASSOCIATION, INC.**

RECITALS

WHEREAS, the Declaration of Covenants and Restrictions for Dahlia Village Condominium Association, Inc., recorded in Official Records Book 3211, Page 1286, of the Public Records of Orange County, Florida (“Declaration”), governs the use and enjoyment of Dwelling Units and the Common Areas; and

WHEREAS, Section 20.5 of the Declaration provides that certain leases of Units are subject to approval of the Association and requires tenant registration; and

WHEREAS, Article 3, Section 2, Subsection (g) of the Articles of Incorporation of Dahlia Village Condominium Association, Inc. provide that Dahlia Village Condominium Association, Inc. (the “Association”) has the power to “approve or disapprove the leasing, transfer, mortgaging, ownership, and possession of condominium units as may be provided by the declaration of condominium for each of the condominiums and the Bylaws.”

WHEREAS, the Board of Directors desires to adopt uniform leasing and screening procedures to promote safety, consistency, and compliance with the Declaration and Chapter 718, Florida Statutes; and

WHEREAS, the Board of Directors has unanimously voted to approve the Leasing and Tenant Screening Rule at a duly noticed meeting held on March 3, 2026; and

NOW, THEREFORE, BE IT RESOLVED that the following Leasing and Tenant Screening Rule is adopted by the Board of Directors of the Association, pursuant to the Declaration, Articles of Incorporation, and Chapter 718, Florida Statutes; and

RESOLVED FURTHER that all prior acts taken by the officers, directors, and agents of the Association in connection with regulating leasing and tenant screening are hereby ratified and approved.

Fel Rivera (Mar 13, 2026 16:34:45 EDT)

Dahlia Village Condominium Association, Inc
Name: **Felicita Rivera**
As its President

**LEASING AND TENANT SCREENING RULE
FOR DAHLIA VILLAGE CONDOMINIUM ASSOCIATION, INC.**

WHEREAS, Section 20.5 of the Declaration of Condominium for Dahlia Village provides that certain leases of Units are subject to approval of the Association and requires tenant registration; and

WHEREAS, the Board of Directors of Dahlia Village Condominium Association, Inc. desires to adopt uniform leasing and screening procedures to promote safety, consistency, and compliance with the Declaration and Chapter 718, Florida Statutes;

NOW, THEREFORE, the following Leasing and Tenant Application Screening Protocol is adopted:

1. Applicability

- a. Approval Required. Any lease requiring Association approval under Section 20.5 of the Declaration shall comply with this Rule.
- b. Four-Lease Exception. An Owner may lease a Unit up to four (4) times per calendar year for terms of no less than three (3) months each without Association approval, as provided in Section 20.5. However, all such leases remain subject to tenant registration requirements under this Rule.
- c. No Occupancy Without Compliance. No tenant may occupy a Unit unless the requirements of this Rule have been satisfied.

2. Application and Registration Requirements

Prior to tenant occupancy, the Unit Owner shall submit:

- a. A completed Tenant Application on the form prescribed by the Association.
- b. A copy of the executed lease agreement. All leases must:
 - i. Be in writing
 - ii. Lease the entire Unit only
 - iii. Incorporate the Declaration, Bylaws, and Rules and Regulations by reference
- c. Government-issued photo identification for all occupants age eighteen (18) or older.
- d. A criminal background report for each occupant age eighteen (18) or older, as provided below.
- e. A non-refundable application fee established by the Board.
- f. The Association shall not conduct its own background investigation.

3. Criminal Background Screening Standards

- a. As a condition of lease approval under Section 20.5 of the Declaration, the Unit Owner shall obtain, at the Unit Owner's expense, a criminal background report for each proposed occupant age eighteen (18) or older.
- b. The report must:
 - i. Be issued by a reputable third-party screening provider.
 - ii. Be dated no more than thirty (30) days prior to submission.
 - iii. Include a national criminal records search.
- c. The Unit Owner shall certify in writing that the report submitted is complete and accurate.
- d. A lease requiring approval may be denied if the background report reflects that any proposed occupant has been convicted within the past seven (7) years of:
 - i. felony involving violence against persons
 - ii. A felony involving sexual misconduct or registration as a sexual offender
 - iii. Arson
 - iv. Drug trafficking or manufacture of controlled substances
 - v. Use or possession of a firearm during commission of a felony
- e. Arrests without conviction shall not be considered grounds for denial
- f. These standards shall be applied uniformly and in a non-discriminatory manner consistent with federal and Florida fair housing laws.

4. Approval Process.

- a. The Board shall approve or disapprove any lease requiring approval within fifteen (15) days after receipt of all required documentation.
- b. No lease requiring approval shall be deemed approved unless written notice is issued by the Association.
- c. If the Association fails to act within fifteen (15) days after receipt of a complete application, approval shall be deemed granted.
- d. The lease must provide that occupancy is contingent upon compliance with the Association's governing documents.

5. Tenant Obligations.

- a. All tenants shall comply with the Declaration, Bylaws, and Rules and Regulations.
- b. The Unit Owner remains jointly and severally liable for all violations, damages, and assessments arising during the tenancy.
- c. Subleasing is prohibited unless expressly permitted by the Declaration.

6. **Lease Renewals.** Renewals of leases requiring approval shall be subject to the same application and approval process unless the Board determines in writing that re-screening is not required.
7. **Enforcement.** Unauthorized occupancy or failure to comply with this Rule shall constitute a violation of the Declaration and may result in enforcement action, including legal proceedings to compel compliance, suspension of use rights as permitted by law, or other remedies available under Chapter 718 and the governing documents.
8. **Non-Discrimination.** All applications shall be reviewed in a fair, consistent, and impartial manner without discrimination based on race, color, religion, sex, national origin, familial status, disability, or any other protected classification under applicable law.
9. **Priority of Governing Documents.** The Rule supplements Section 20.5 of the Declaration and does not amend or supersede the Declaration. In the event of conflict, the Declaration and applicable law shall control.
10. **Effective Date.** This rule was adopted by the Board of Directors on March 3, 2026, and shall remain in effect until modified, rescinded by further Board Action.

**This Policy replaces and supersedes any prior leasing or tenant screening policies or procedures adopted by the Association.*

Felicia Rivera (Mar 13, 2026 16:34:45 EDT)

By: **Felicita Rivera**
As President of Dahlia Village Condominium
Association, Inc.