



TAMIAMI VILLAGE HOME OWNERSHIP CHECKLIST

1. Complete **ALL** sections of the application(s).
2. US applicants: attach a clear copy of a valid US driver's license. Canadian applicants: attach a clear copy of a valid Canadian driver's license and the biometrics page of a valid Canadian passport. Copies may be made at the office.
3. Attach the required documentation proving income is equal to or greater than three (3) times the monthly maintenance fee of a non-certificate, Phase I corner lot within Tamiami Village.
4. If pet(s) will be residing at the residence, attach copies of pets shot record and licenses to the application.
5. Pay the non-refundable application fee of \$100 by check or cash only.
6. Have a credit score of **650** or higher with no delinquencies, meet minimum income requirements, clean credit and clean criminal background.
7. Each applicant must complete the orientation in person or by email in order to be approved.
8. All applicants must submit **ALL** required documents with the application as outlined on the Tamiami Village Home Ownership Policy.
9. The estoppel will be completed to show applicant has been approved once the orientation has been completed.
10. Closing company must provide required documents for certificate transfers.
11. Certificate transfer must be approved by the Boards.
12. The closing company will collect \$100 certificate transfer fee for certificate related closings; this is paid by the new homeowner.
13. Tamiami Village & RV Park Office must be notified of and provided with proof of closing within three (3) business days of closing.
14. Pick up parking sticker for registered vehicles if not received during the orientation.
15. If applicable, register golf cart and pay the \$12.00 registration fee by cash only.
16. If you choose to leave a key to the unit at the office, it will be kept on file. Each time the key is picked up and or returned, it must be signed in and out by the designee. Requests to issue the key to anyone other than the owner or approved occupant, must be made in writing and valid ID must be presented at time of pick up.
17. Contact the utility companies directly for transfer of services. (i.e. FGUA for sewer, LCEC for electric & NI Florida for water.)