

KEYSTONE CONDOMINIUM ASSOCIATION, INC.

c/o Bristol Management Services, Inc.
1930 Commerce Lane, Suite #1
Jupiter, Florida 33458
(561) 575-3551 * 575-5423 (Fax)

Lease Extension

In an effort to make Keystone a safe and secure community, the Board members feel very strongly that the Association maintains an accurate record of who is living in the community.

If you are renting your unit and the lease is extended, there is no fee to renew the lease.

It has been noted that your tenants' lease will expired on _____
This letter is to request information on your tenants and to determine if they will be renewing their lease.

UNIT NO: _____ **(North/South) Keystone Drive**

OWNERS' NAME: _____

TENANTS' NAME: _____

TENANTS' PHONE: _____

TERM OF LEASE: _____

Please mail or fax a copy of the renewed lease to Bristol Management's office. **There will be no fee involved for renewal.** If we do not hear from you we will assume that your tenants have moved out on the expiration date indicated on the lease and we will await notification to return their security deposit.

We appreciate your cooperation.

Please complete this form and return it to: Carolynne Casale at the address indicated above.