

Requirements for Association Purchase Applications

According to the chapter 718 of the Condominium's Florida Statutes, and in order to protect all Community Association members; all new tenant(s) at the Association must complete an application. For this procedure, prospective tenant(s) must present the following documents:

- 1- Copy of Driver license for all new tenant(s) older than 18 years of age
- 2- Copy of Social Security Card for all tenant(s) over the age of 18 (for background check verification purposes)
- 3- Copy of the Purchase Contract or Lease Agreement (**FIRST & SIGNATURE PAGE ONLY**)
- 4- Two recommendation letters, they may be personal OR professional.
- 5- Copy of Vehicle Registration(s)
- 6- Please visit the "Owner Resource" tab on the website, and print the Rules and Regulations for the corresponding condo and/or HOA

Fee(s):

Purchase Application: \$175.00 per application plus \$55.00 per adult (18 years or older) for background check with a Social Security

*****International Background Check: \$150.00 per person over the age of 18*****

(Note: The application fee of \$175.00 will be collected in addition to the international background fee)

If an international background will be conducted the following information must be provided:

1. Mother's Full Name (including all last names)
2. Mother's Date of Birth
3. Full Address in which you lived in while in the foreign country
4. Copy of Passport

IMPORTANT – The fees stated above are **non-refundable** and are payable by **CHECK** or **MONEY ORDER ONLY**. Made payable to: New Horizons Property Management Solutions, LLC.

Association(s) with Rental Restriction(s) after Purchasing:

Abbott House Condominium must be owner occupied for two (2) years prior to renting unit

The Courtyard Villas Condominium must be owner occupied for one (1) year prior to renting unit

*******PLEASE READ RULES AND REGULATIONS FOR DETAILED INFORMATION ON THE PET REGULATIONS OF THE HOA AND/OR CONDOMINIUM*******

The Approval Certificate will be available in 7 to 14 business days after the receipt of all required documents are received.

I, _____ understand and agree with all above term(s) and/or condition(s) including the Rules and Regulations of the Condominium and/or HOA.
(Applicant)