

WATERCHASE HOMEOWNERS ASSOCIATION, INC.

bC/O Carolina Management Services Inc. PO Box 740425 Boynton Beach, FL 33474
Phone: 561-968-2182

RESALE/LEASE APPLICATION CHECKLIST

Application for occupancy and approval request must be completed in detail by the proposed buyer or tenant. If there are any unanswered questions, or left blank, or missing required signatures this application will be returned unprocessed.

Completed application and fees must be submitted to the Association at least twenty (20) days prior to the desired of occupancy.

By Florida law of Association legally has 30 days to make a decision.

Occupancy prior to final approval is prohibited. Any owner who moves a tenant into a home/lot without the association approval will be subject to immediate legal action, which can result in eviction.

All maintenance assessment fees to the Association must be paid in full prior to Certification of Approval for al leases.

The "RULES AND REGULATIONS" are attached wit this application, please keep them for future reference.

Estoppel Information contact Victory Accounting 561-739-7990

- ___ Completed Application
- ___ Copy of executed lease & sales agreement **2 year ownership prior to rental**
- ___ Copy of vehicle registrations (Registrations must be in the name of applicants)
- ___ Copy of photo ID (Valid United States DL, Passport, or Visa only) for **ALL OCCUPANT(s)** 18 or older
- ___ Application Fee – check, cashier’s check, or money order made payable to **Waterchase HOA**, Married couples \$100. All other adults (over the age of 18) that will be residing in the unit must submit \$100 per adult.
- ___ Processing Fee – check, cashier’s check, or money order made payable to **Carolina Management Services**, submit \$100 per application.
- ___ Background Fees – each applicant 18 and older \$40.00 fee payable to **WATERCHASE HOA**. (Disclosure & Authorization form/Screening Request form completed by each applicant over 18 years of age)

Thank you in advance for your cooperation,
Sincerely,

WATERCHASE HOMEOWNERS ASSOCIATION, INC.

Waterchase Homeowners Association, Inc

CHECK ONE: PURCHASE _____ RENTAL _____

PROPERTY ADDRESS: _____

APPLICANT 1

Applicants Name: _____

Current Address: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Social Sec. No: _____ Date of Birth: _____

Driver's License No.: _____ State of License: _____

Place of Employment: _____ Position : _____

Salary: _____ Phone : _____

APPLICANT 2

Applicants Name: _____

Current Address: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Social Sec. No: _____ Date of Birth: _____

Drivers License No.: _____ State of License: _____

Place of Employment: _____ Position : _____

Salary: _____ Phone : _____

****Please make copies of this page if you have more than 2 applicants****

WATERCHASE HOMEOWNERS ASSOCIATION, INC.

Please list all residents who will occupy the property

NAME	AGE	RELATIONSHIP

Pet Registration Breed	Weight	Pets Name

Emergency Contact Name: _____ Phone: _____

Have you ever had an eviction fled or left owing money to an owner or landlord?

Applicant 1: YES _____ NO _____ Applicant 2: YES: _____ NO: _____

Have you ever had an adjudication withheld or been convicted of a crime?

Applicant 1: YES _____ NO _____ Applicant 2: YES: _____ NO: _____

If you answered yes to any of the above questions, please explain the circumstances on a separate piece of paper.

AUTHORIZATION OF RELEASE OF INFORMATION Applicant(s) represents that all of the above information and statements on the application for lease/resale are true and complete, and hereby authorizes an investigative consumer report including, but not limited to residential history (rental or mortgage), employment history, criminal history records, court records, and credit records. The application must be signed before it can be processed by management. Applicant acknowledges that false or omitted information herein may constitute grounds for rejection of this application, termination of right of occupancy, and/or forfeiture of fees or deposits and may constitute a criminal offense under the laws of this State.

Applicant's Signature

Date

Applicant's Signature

Date

WATERCHASE HOMEOWNERS ASSOCIATION, INC.

I hereby acknowledge receipt of a brief summary of the most common rules & regulations at WATERCHASE HOMEOWNERS ASSOCIATION INC.

I understand that the full set of Rules & Regulations/Homeowners Documents is to be provided to me by the property owner. In the case the property owner fails to provide the full set of rules and regulations, please contact Waterchase, HOA.

Applicant's Signature

Date

Applicant's Signature

Date

RECREATION AREA ACCESS KEY

An access key is required to enter the pool and tennis courts area. If the current owner does not surrender the key at closing/start a lease a fee of \$75 is required to replace the key assigned to that property**checks made payable to Waterchase HOA**

Applicant's Signature

Date

Applicant's Signature

Date