

BEFORE FINALIZING YOUR PURCHASE IN OUR ASSOCIATION
PLEASE CONSIDER THE FOLLOWING

VOLUNTEERING

We are a volunteer organization. Our goal is to have every homeowner help keep the Association running smoothly by volunteering a little of their time and effort. Examples: volunteering to be on a committee, holding a Board of Directors position or helping with maintenance of common elements (small painting projects, pool cabinets needing repair, spreading mulch, etc.). Year round and winter residents alike can help in small ways.

By-Laws

Prospective buyers are advised to thoroughly review the current Amended and Restated Declaration of Condominium document for by-laws governing the Forest Creek Villas Condominium Association. A brief synopsis of key points follows, however it is the Condominium documents that rule.

COMMON AREAS

Common areas are defined as anything outside the dripline of your condo. When you buy your home you are agreeing to maintain any landscaping done by previous owners. If you wish to remove landscaping already in place (i.e., remove a tree and re-sod) you are responsible for the cost. All changes to common areas need Board approval.

LEASING/RENTING INFORMATION

If you are purchasing with the intent of leasing or renting, please be aware that our By-Laws allow for only 5 leased units at any one time. Leases are approved on a first come, first served basis. You must make an application to the Board that includes a small fee.

VEHICLES

The By-Laws do not allow motorcycles, trailers, campers or boats to be parked on the property.

OUTWARD APPEARANCE OF CONDO

While you may remodel the interior of your condo, the outward appearance must remain the same. For instance, if you install new windows, they must have a grid.

QUARTLEY DUES AND LATE FEES

Association dues are made quarterly (in the calendar year). Statements are mailed out and there is a 10 grace period. If your payment is received late, a fee will be applied. You are responsible for making the payment on time.

PETS

Only one pet, 45 lbs. or under, is allowed per unit. Owners must keep pets leashed and clean up after them. The only exception to the one pet rule is if you have a visitor with a pet. In that case two pets, under 45 lbs., are allowed on a temporary basis.

**FOREST CREEK VILLAS CONDOMINIUM APPLICATION
FOR LEASE OR PURCHASE**

1) APPLICATION FOR APPROVAL TO PURCHASE OR LEASE CONDOMINIUM UNIT # _____ AT
FOREST CREEK VILLAS CONDOMINIUM ASSOCIATION, INC. A COMMUNITY FOR PERSONS 55 AND
OLDER.

Applicant's Name(s): _____

2) I/We hereby apply for approval to purchase the above unit and for membership in the
Condominium Association. **A copy of the proposed sale contract is attached.**

I/We hereby apply for approval to lease the above unit for the period indicated below.
A copy of the proposed lease is attached.

Start lease date: _____ End lease date: _____

3) In order to facilitate consideration of this application, I/We represent that the
following information is factual and true, and agree that any falsification or
misrepresentation of the facts in this application will justify its automatic
rejection. I/We consent to your further inquiry concerning this application.

Full name(s) of Applicant(s): _____

Current Address: _____

How long? _____

(if applicable) Current Landlord Name, Address & Phone:

Phone _____

Prior Address: _____

How long? _____

Applicant's Email _____

Applicant's Telephone #(s) _____

Driver Lic#(s) / State _____

Make of car(s) _____ Year _____ License No. _____ State _____

Make of car(s) _____ Year _____ License No. _____ State _____

4) Current Employer(s): _____

Position(s): _____

Business Address(es) & Telephone # (s): _____

5) The condominium documents for the above referenced Condominium restrict occupancy as follows:

- a. at least one family member must be age 55 or older,
- b. length of stay by minors is limited to 2 weeks,
- c. all units (under lease) are for single family residence use only.

Please state name, relationship age and telephone number of all other persons who will be occupying the unit:

Name	Relationship	Age	Phone #
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

It is your responsibility to provide written letters of reference. Please attach the written references to this application. References must include name, address and contact phone number.

6) Three personal references non-family members (local if possible).

7) Bank Reference

8) Person to be notified in case of emergency:

Name _____ Relationship _____

Address _____ Phone _____

9) Mailing address for all notices connected with this application:

Name: _____ Address _____

City, State _____ Zip _____ Phone: _____

10) If this transaction is a sale, this unit is being purchased with the intention of:
(Please circle the letter that applies)

- (a) reside here on a full time basis
- (b) reside here part-time:
- (c) lease the unit.

I (We) will provide the Association a copy of our recorded deed within Ten (10) days after closing.

11) I am aware of and agree to abide by the Declaration of Condominium, the Articles of, Incorporation, Bylaws and any and all properly promulgated rules and regulations in effect within the terms of my (our) occupancy (Ownership). I acknowledge all of these documents are recorded in the public records of Lee County, Florida and are available for inspection during regular business hours at the Lee County Courthouse.

(Circle your answer)

- 1. I am age 55 or over Yes No
- 2. Has any proposed occupant been convicted of a crime involving violence to persons, a crime demonstrating dishonesty, any felony, or a sexual offense of any nature.
 Yes No
- 3. I agree that if the conduct of a proposed occupant is inconsistent with the Condominium Documents, that conduct may constitute grounds for denial. Yes
 No
- 4. Does any proposed occupant have a record of financial irresponsibility, including without limitation prior bankruptcies, foreclosures, or bad debts. Yes
 No
- 5. Has any proposed occupant have a history of disruptive behavior or disregard for the right and property of others as evidenced by his conduct in other social organizations or associations, or by his conduct in this Condominium or other residences as a Tenant, Occupant, Guest or Owner. Yes No
- 6. I understand that failing to provide the completed application, fees or appearance required to process the application in a timely manner may result in denial Yes
 No

7. I understand the if the Unit Owner requesting this transfer has had fines assessed against them which have not been paid; or, all assessments and other charges against the Unit have not been paid in full it may result in denial. Yes
No

- 12) I understand, agree and authorize that the Association or its agents, in the event it approves a lease, is authorized to act as the owner's agent, with full power and authority to take whatever action may be required, including eviction, to prevent violations by lessees and their guests, of provisions to the Declaration of Condominium and the Association's Bylaw, the Florida Condominium Act and the rules and regulations of the Association.
- 13) I agree to pay a \$100.00 fee in connection with the transfer, sale, lease or sublease to cover expenditures and service of the Association in regard to the approval process. **I agree to submit the fee along with this Application.**
- 14) **I agree to supply picture ID along with this application**
- 15) **Forest Creek Villas Association has my permission to perform a background check on any applicant named in this document.**

Applicant Signature

Date

Applicant Signature

Date

MAIL THIS APPLICATION INCLUDING YOUR WRITTEN REFERENCES, \$100 APPLICATION FEE MADE PAYABLE TO FOREST CREEK VILLAS CONDO ASSOC, COPY OF LEASE, RENTAL AGREEMENT OR SALE CONTRACT THE NEXT TWO PAGES TO:

**FOREST CREEK VILLAS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS**

**10968 Leitner Creek Dr. #148
Bonita Springs, FL 34135**

or

Email the above information to:

Adminstration@forestcreekvillas.com

And mail your check to the above address

New Residents Contact Information – Addition to Residents Contact List

UNIT#_____

New Owners: _____ Dog's name _____

Northern Address: _____

Email address(es): _____

Names & phone #'s _____

Emergency Contact & Phone# _____

Does the Board have your permission to add phone number, email addresses(s) and alternate contact info to the contact information available to members?
Yes or No (please circle)

Signature _____ Date _____

Unit # _____

Name _____

THIS PAGE FOR BOARD MEMBERS USE ONLY

History of application

Initially received on _____ By _____
Returned for missing info

Completed Application received _____ by _____
_____ 3 written references
_____ Picture ID
_____ Copy of proposed lease/Copy of proposed sale contract

Application Committee recommends _____ approval/ _____ denial

APPLICATION MUST BE APPROVED/DENIED BY (DATE) _____

THE BOARD OF DIRECTORS HAS TWO WEEKS TO APPROVE OR DENY THE COMPLETED APPLICATION

APPLICATION APPROVED _____ DENIED _____

DATE _____

BY: _____ Officer _____

BY: _____ Officer _____

Corporate Seal affixed below