



950 NE 14 Avenue Hallandale, FL 33009

Ph. 954-458-0129 Email(s): manager@fairwaysroyaleassn.com or assistant@fairwaysroyaleassn.com
www.fairwaysroyaleassn.com

CHECKLIST FOR APPLICATION OF SALE OF CONDO UNIT

Check List:

- ☐ Signed and completed Application For Sale of Condo Unit
- ☐ Fully executed purchase contract
- ☐ \$150.00 Application fee (non-refundable, cashier's check or money order) - per applicant or married couple (attach marriage certificate) made payable to Fairways Royale Association Inc.
- ☐ Photo IDs of all applicants - for international applicants, attach passport photo
- ☐ Proof of Income - last 3 month paychecks, 1099 statement, pension or veteran benefits
- ☐ 3 months bank statements
- ☐ Prior year tax return
- ☐ For purchases, buyer(s) minimum credit score of 698 is required

ALL DOCUMENTS MUST BE IN ENGLISH.

DO NOT BIND DOCUMENTS

Owner Name: _____

Building & Unit #: _____

Submitted on: _____

Response Date: _____

950 NE 14 Avenue Hallandale, FL 33009
Ph. 954-458-0129
manager@fairwaysroyaleassn.com
assistant@fairwaysroyaleassn.com
www.fairwaysroyaleassn.com





Fairways Royale Association Inc.
950 NE 14 Avenue, Hallandale Beach, FL 33009
Ph. 954-458-0129 Fax: (954)458-7960

manager@fairwaysroyaleassn.com www.fairwaysroyaleassn.com

APPLICATION FOR SALE OF CONDOMINIUM UNIT

Note: Application must be filled out completely with fully executable purchase contract and a non-refundable \$150.00 screening fee must be attached, made payable to Fairways Royale Association, Inc. Affix photo IDs of all applicants.

DATE: _____

DO NOT BIND.

APPLICANT NAME 1: _____ DOB: _____

MARTIAL STATUS: ☐ SINGLE ☐ MARRIED ☐ DIVORCE ☐ OTHER

SPOUSE'S NAME: _____ DOB: _____

COUNTRY OF CITIZENSHIP: _____

DRIVER'S LICENSE INFO: _____ STATE: _____

VEHICLE: MAKE: _____ YEAR: _____ COLOR: _____ TAG#: _____

PHONE: _____ EMAIL: _____

APPLICANT NAME 2: _____ DOB: _____

MARTIAL STATUS: ☐ SINGLE ☐ MARRIED ☐ DIVORCE ☐ OTHER

SPOUSE'S NAME: _____ DOB: _____

COUNTRY OF CITIZENSHIP: _____

DRIVER'S LICENSE INFO: _____ STATE: _____

PHONE: _____ EMAIL: _____

OCCUPANTS OTHER THAN APPLICANTS (list name and age):

PRESENT ADDRESS: _____ HOW LONG: _____

PREVIOUS ADDRESS: _____ HOW

LONG: _____ IF RENTING: NAME, ADDRESS, PHONE NUMBER OF LANDLORD

EMPLOYED (yes/no): _____ HOW LONG: _____ POSITION: _____ RETIRED

(yes/no): _____

EMPLOYER:

| Name | Address | Phone |
|------|---------|-------|
|------|---------|-------|

SPOUSE EMPLOYED (yes/no): _____ HOW LONG: _____ POSITION: _____ RETIRED (yes/no): _____

SPOUSE'S EMPLOYER:

| Name | Address | Phone |
|------|---------|-------|
|------|---------|-------|

IF LESS THAN 2 YEARS, LIST BELOW NAME, ADDRESS, PHONE, HOW LONG, AND POSITION OF PREVIOUS EMPLOYER:

| | | | | |
|--|--|--|--|--|
| | | | | |
| | | | | |
| | | | | |

CREDIT REFERENCES

| NAME | PHONE# | ACCOUNT# | ADDRESS |
|------|--------|----------|---------|
|------|--------|----------|---------|

| | | | |
|-------|-------|-------|-------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

Have you ever declared bankruptcy? _____ Year: _____

Have you ever been adjudicated guilty of a felony or first degree misdemeanor _____ (yes/no)

If yes, for each offense, please state the following information: Name of court, state, conviction charge, conviction date and court sentence.

| | | | |
|-------|-------|-------|-------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

PERSONAL REFERENCES

| NAME | PHONE# | RELATION | ADDRESS |
|------|--------|----------|---------|
|------|--------|----------|---------|

| | | | |
|-------|-------|-------|-------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

APPLICANT(S) EMERGENCY INFORMATION

Person to be notified _____

Relationship of person to be notified _____

Address of person to be notified _____

Phone number of person to be notified _____

Does intended occupant have a handicap that requires special accommodations? If so, describe

| |
|-------|
| _____ |
| _____ |

I _____ and my spouse _____ understand that I/we as an owner/tenant, pursuant to Fairways Royale Condominium Association governing documents, am obligated to abide by all rules and regulations set forth in the Declaration of Condominium, and as set forth by the Board of Directors may be amended from time to time.

(Signed) _____ (Signed) _____ Date: _____

FAIRWAYS HOUSING ACT 1989

UPDATED 1995

In order to maintain our status as an adult community, we must comply with many new requirements and regulations. Due to the changes in this law, it is now necessary to keep updated records of the birth dates of all owners, occupants, and lessees.

Please fill in the required information, sign, date and return to the office as soon as possible.

NAME OF OWNER, OCCUPANTS AND DATE OF BIRTH:

ADDRESS: _____ APT. _____
BUILDING _____

SIGNATURE (1) _____
DATE _____

SIGNATURE (2) _____
DATE _____

SIGNATURE (3) _____
DATE _____

APPLICANT(S) ATTESTATION AND SIGNATURE(S)

I/WE certify that all the above information is correct, and that any false statements shall be sufficient grounds for denial of this application. I authorize my current and former employers, any credit information agency any state driver license agency, any prior condominium board or apartment manager any bank, or any court, to furnish records of my service, credit, driver license, residency, bank account information and /or criminal information, together with all such other information as those agencies might have on me /us, whether on record or not. I/we further permit the Board of Directors to conduct such investigation as they deem appropriate and to obtain any record concerning me/us from any agency, I hereby forever release and discharge from any claims, liability, actions for damages, compensation or otherwise known or unknown. The Board of Directors of this condominium, its officers, agents and employees, and all other persons acting on its...behalf, any person or agency furnishing said information as a result of the investigation of this application or arising out of the disclosure of any information concerning the investigation of this application. A reproduce copy of this release shall be as valid as the original copy. I further understand that any interview committee is without the power to grant exceptions to condominium rules.

SIGNATURE (1) _____

DATE _____
SIGNATURE (2) _____
DATE _____

I HAVE _____ HAVE NOT _____ BEEN PROVIDED WITH A TRUE COPY OF THE DECLARATION, BY-LAWS, OR RULES.

I HAVE ATTACHED A FULLY EXECUTED COPY OF THE PURCHASE AND SALE CONTRACT TO THIS APPLICATION.
(If not, explain why, and when one can be provided. No action can be taken further until a true copy of the contract is given to the Board.

EMERGENCY AND PERSONAL CONTACT INFORMATION

Unit # _____ Building _____
Owner Name(s) _____

Power of Attorney (if applicable): _____

Email address: _____

Phone #s: (H) _____ (W) _____ (C) _____

Other Home Address: _____ Phone #s: _____

Parking Space # _____ Parking Sticker # _____ Mailbox # _____ Callbox Code: _____

Storage Locker # _____ Bike Rack Tag# _____

EMERGENCY NOTIFICATION NAME(S), POWER OF ATTORNEY, ETC.

| NAME | RELATION | EMAIL ADDRESS |
|--------|----------|---------------|
| PHONE# | | |

| | | |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Home Address: _____

BROWN'S BACKGROUND CHECKS
CONSENT TO OBTAIN CONSUMER REPORT ON SUBSCRIBER
Fairways Royale Association Inc.

I understand that you may obtain consumer reports that relate to my credit and/or criminal history. This information will, in whole or in part, be obtained from AISS, a Sterling Infosystems Company, 6111 Oak Tree Blvd, 4th floor, Independence, OH 44131, telephone 800.853.3228. I understand that you may be requesting information from various federal, state and other agencies or institutions, which maintain public and non-public records concerning my past activities relating to my credit and/or criminal history. This information will be reviewed by the Association and may be reviewed by a unit owner if it's a rental.

I authorize, without reservation, any party, institution, or agency contacted by AISS to furnish the above mentioned information:

| | | | |
|----------------|---|---|--|
| Applicant Name | / | / | Social Security Number |
| | | | If International please provide Passport Number |

*Date of Birth is requested in order to obtain accurate retrieval of records.

| | | | |
|--------------------|---|---|--|
| Co-Applicants Name | / | / | Social Security Number |
| | | | If International please provide Passport Number |

Alias/Previous Name(s) _____

| | | |
|--------------------------|--------------|----------|
| Current Physical Address | City & State | Zip code |
|--------------------------|--------------|----------|

☐ **California, Minnesota & Oklahoma Applicants Only:** Please check here to have a copy of your consumer report sent directly to you.

Notice to CALIFORNIA Applicants

Under Section 1786.22 of the California Civil Code, you have the right to request from AISS, upon proper identification, the nature and substance of all information in its files on you, including the sources of information, and the recipients of any reports on you, which AISS has previously furnished within the two- year period preceding your request. You may view the file maintained on you by AISS during normal business hours. You may also obtain a copy of this file upon submitting proper identification and paying the costs of duplication services. Upon making a written request, you may receive a summary of your report via telephone.

SIGNATURE _____ DATE _____

Co-Applicant

SIGNATURE _____ DATE _____

REQUEST FOR INFORMATION

Dear Applicant(s):

Pursuant to the articles of the Fairways Royale Association, Inc. Declaration of Condominium, the Board of Directors request the following information. Please answer all questions. if requested, you must attach any requested documents.

Failure to answer questions or provide requested documentation will result in denial of application, withholding of consent of sale, and no Certificate of Approval will be issued.

- (1) Annual income _____ a copy of I.R.S. 1040 form(s) for the year(s) of _____ required.
- (2) Mortgage amount in unit _____. Monthly payments including principal, taxes, insurance _____.
- (3) Amount of yearly taxes on unit _____
- (4) Amount paid on insurance (homeowners) monthly _____
- (5) Do you finance (make payments) on auto _____ Monthly payment? _____
How long is the loan? _____ How many years left to pay? _____
How much is insurance? _____ How much is monthly payment? _____
- (6) Do you have any other outstanding loans _____. If yes, with whom? _____
What is the monthly payment? _____ How long is the loan? _____
How much longer to pay? _____ (Include credit cards).
- (7) If divorced, do you pay child support? _____. If yes. how much each month? _____
- (8) Are you making any other payments not mentioned above? _____ If yes monthly amount paid _____

THIS IS TO CERTIFY that I, have answered the foregoing questions correctly and truthfully. and that I understand the sale will be denied if I am found to be untruthful.

SIGNATURE (1) _____

DATE _____

SIGNATURE (2) _____

DATE _____

INFORMATION SHEET

1. A Certificate of Approval is required before applicant may buy or lease any condo, which can take up to 30 days for approval upon receipt of completed package.
2. The new owner may lease his/her condo only with the approval from the Board of Directors, but not before ownership for two (2) years has been established.
 - a. The period of the lease cannot be for less than three (3) months and no more than one (1) year. No more than 1 rental in any 12-month period is allowed.
 - b. Renewal of condo lease must be approved by the Board of Directors.
 - c. If a condo is leased, a screening fee of \$150 non-refundable Cashier's Check or Money order made payable to Fairways Royale Association, Inc must be submitted with the Application, per individual applicant or Married couple along with a \$75.00 service charge per lease.
 - d. A refundable \$500.00 security deposit, Check or Money Order only, payable to Fairways Royale Inc. is required by the Board of Directors if a condo is leased. This check is to cover any possible damages or losses caused by the lessee to Fairways Royale or any unpaid fines in relation to the lessee's actions. The check will be deposited, and funds will be refunded after the end of the lease providing a determination has been made that there has been no damage to common elements or other association property caused by the tenant. The owner is responsible to pay for all losses caused by the lessee regardless of if the lessee makes payment to the owner.
 - e. No children under eighteen (18) years of age are permitted to reside in owned or leased condos.
 - f. Under no circumstances are pets of any kind permitted in owned or leased condos or around Fairways Royale grounds.
 - g. Visitors are not allowed to bring pets to the Fairways Royale grounds.
3. Before a condo is sold, prospective owners must pay a screening fee of \$150.00 non-refundable Cashier's Check or Money order made payable to Fairways Royale Association, Inc must be submitted with the Application, per individual applicant or Married couple. There is also a service charge of \$150.00 per sale of unit.
4. Visitors will not be permitted to stay in condos unless owners are in residence unless the guest is a parent of the unit owner/lessee, a child (or child's spouse) of the unit owner/lessee or a grandchild of the unit owner/lessee.
 - a. Maximum visitation is 28 days per calendar year.
 - b. During visitation by children under 18 years of age, owner or lessee must be in charge and responsible for their actions.
 - c. Minors must have adult supervision in pool and shuffleboard court.
 - d. No minors are allowed to play billiards.
5. New owners are encouraged participate in Fairways Royale social events. On Monday nights there is **Bingo** and there are several parties during the year.
6. The seller shall give declaration of condominium and amended By-Laws to the buyer. The "Blue Book" contains all the rules, regulations, and by-laws, which must be followed by all owners, lessees and guests. Copies are available in the office for a fee of seventy-five dollars (\$75.00). Buyer must have a copy of the By-Laws prior to screening and **had time to read it**.
7. Each owner is assigned **only one** parking space
 - a. Anyone who has more than one (1) vehicle must find another parking space by contacting a unit owner who is willing to lend or lease his/her empty parking space. The owner of that space must give written permission to the condo office acknowledging the use of the parking space by somebody else, specifying the name, color and license plate number of the car that will be parking in that space.
 - b. Unit owners or lessees are **not** permitted to use guest-parking space.
8. **Maintenance payments** and unpaid **ASSESSMENTS** must be **paid in full** at or before the time of closing. The buyer assumes responsibility for ALL delinquent and due payments after closing. Proof of payment at the closing (HUD closing form) or monies **MUST** be supplied to Fairways Royale before the approval will be given to the prospective buyers. Maintenance is due the first of each month. A late fee of \$25.00 will be charged after the 15th of the month.
9. The Board of Directors must screen all prospective residents before they are allowed to reside in that unit.
10. The screened prospective buyers cannot move into the unit or renovate the unit until closing has taken place.
11. The Condominium office must be notified two (2) days in advance when unit owners are moving items in or out of the building. This includes the following items: Refrigerator, Stove, Hot water tank, Dishwasher, Large pieces of furniture, tiles and other construction materials. [When tiling or sawing construction materials, the cutting must not be done on the catwalk or common areas; only the owner's balcony.] Two- (2) days advance notice must be given to the Condo office when any plumbing work or construction is to be done.

12. When buying new appliances or furniture, the following steps are to be taken: Arrange in advance with the store delivering the merchandise to remove the old items and boxes and to carry them away for disposal. These items may not be put in our dumpsters. NOTE: The city of Hallandale Beach **WILL NOT PICK THEM UP**. Any resident will be charged pickup fees of no less than \$100 if this rule is not obeyed. A deposit of two hundred and fifty (\$250.00) is required to cover any damage done to the building or elevator or if elevator padding is not returned. After inspection of the above and if no damage or loss has been found, the check left with the Condo office will be returned promptly. The Resident is responsible to immediately pay for any damages to Fairways and must pay these charges regardless of your collection from the business involved.
13. Seller or leaseholder must give the following items to the new condo owner or leaseholder, i.e.: (a) Two- (2) mailbox keys (or replace lock). (b) Two (2) Laundry room keys. These keys also open the Storage room, the exercise room by the pool and the shuffle equipment closet located in the Recreation Hall. (c) The new owner or lessee in case of an emergency MUST leave a duplicate set of keys for the condo unit in the Association's office. These keys are kept "locked and coded" in a keyed cabinet. (d) Two (2) Security keys (Medeco). These keys are used to enter the building you live in. If a key is lost it will cost seventy-five (\$75) to replace.
14. Buyer or lessor is entitled to a locker in the storage room previously owned by the seller. Newspapers and collapsed small cardboard boxes are to be put on the shelf in the entrance of the storage room. The janitor of the building will pick them up each morning except Saturdays and Sundays.
15. The garbage chutes are located between floors in the center of the stairwells of each building. Be sure to double bag the refuse before throwing it in the chutes to prevent rodents, insect infestation and odors!
16. Boxes of any size or kind and heavy objects are **not** to be thrown in these chutes. Boxes must be "broken down" and folded or cut up and put in the Dumpster downstairs. Heavy objects are to be brought directly downstairs and put in the building's Dumpster to prevent chute damage. Glass items must not be thrown down the chutes during the janitors' or maintenance people's working hours (7:30 AM to 5:00 PM), or when the dumpster room doors are open due to risk of eye injury from glass.
17. New owner must report to the Condo office his/her new and working telephone number/s so it/they can be programmed in the security system in the building and allow the unit owner to have visitor/s ring his/her condo unit for access to the building.
18. When you have been approved as a new owner or lessee, you will be expected to abide by all the rules and regulations in the declaration of Condominium and to share with the responsibilities to maintain the Premises in good order.
19. Washing machines and dryers use tokens only, which must be purchased from the condominium office. Laundry room hours are 8 AM until 9 PM.
20. Moving hours are Monday through Friday between the hours of 8 AM and 4:30 PM. Moves are not permitted on Saturday, Sunday nor holidays.
21. Construction noise is limited to the hours of 8:30 AM to 6:30 PM.
22. Lockouts - If you require the assistance of a board member or the condominium office to allow you to gain access to your unit there will be a \$15 charge.
23. Exterminator – The condominium association provides monthly pest control services for individual units. As a resident if you desire these services, you must be home on pest control days or provide the pest control company with a key to your unit.
24. If when moving in you find your storage lockers is locked and/or has item inside please contact the office before removing them.

Any failure of compliance with the rules or false information supplied will subject this contract to cancellation.

| | |
|--------------------------------------|---------------|
| _____ Prospective Buyer or Lessee | _____ Date |
| _____ Prospective Buyer or Lessee | _____ Date |
| _____ Interviewer Date | |



Fairways Royale Condominium Association Inc.

950 NE 14 Avenue, Hallandale Beach, FL 33009

Ph. 954-458-0129 Fax: (954)458-7960

RULES & REGULATIONS ACKNOWLEDGEMENT AND AGREEMENT

I (we) have received, read and agree to abide by all provisions of the Governing Documents and Rules and Regulations and that a violation of the Governing Documents or the Rules and Regulations is a material breach and is grounds for fines, damages, and injunctive relief.

Unit #: _____

Applicant# 1

Date

Applicant# 2

Date

Resident# 1

Date

Resident# 2

Date