

THE ISLAND CLUB OF VERO BEACH HOMEOWNERS ASSOCIATION, INC.

**C/O Keystone Property Management Group, Inc.
780 US Highway 1, Suite 300, Vero Beach FL 32962
Phone (772) 569-7928 F a x (772) 778-9273**

APPLICATION FOR PURCHASE OR LEASE

A **\$50.00 Processing fee**, check made payable to Keystone Property Mgmt. is required.

A **(sales only) \$250 Transfer Fee** check made payable to Keystone Property Mgmt. is required (handled at closing by title company).

The estoppel fee is at least \$250, but can be higher based on additional requests (rush fee, documents, specific delivery types etc.) These fees are paid by the title company to Keystone and the title company is reimbursed from the responsible party at closing (usually buyer).

In making the foregoing application, I represent to the Board of Directors of **THE ISLAND CLUB OF VERO BEACH HOA**, that the purpose of this application is for the Purchase or Lease of the property as described below:

- Address of the Island Club home being purchased/leased (please circle which applies)

- Seller/Lessor Name: _____
- Purchaser/Lessee Name: _____
- Current address of the applicant: _____

- Current Phone # of the applicant: _____
- Current email address of the applicant: _____

NOTICE TO THE ASSOCIATION

Not less than 20 business days prior to the date of any closing of a Sale or the effective date of any Lease; the unit owner shall notify the Association in writing of their intention to sell or lease. The unit owner shall furnish the Association with a copy of the contract for sale or a copy of the lease

It is not the intention of the Association to grant a right of approval or disapproval of purchases or leases. It is the intent of the Association to impose an affirmative duty on the unit owners to keep the Association fully advised of changes in occupancy and ownership.

LEASE AGREEMENT TERMS

All lease agreements between owners and lessees shall be in writing. Owners are entitled to lease their unit a maximum of one (1) time each calendar year. The term of the lease shall *NOT* be less than four (4) months and must state that lessee be subject in all respects to the terms and provisions of the Association's declarations. Any failure by lessee to comply with such terms and conditions shall be materially in default and in breach of the lease agreement.

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ASSOCIATION APPROVAL

Upon receipt of a copy of the contract for sale or a copy of the lease, the Association shall within 10 business days issue a Certificate of Approval. It shall be the responsibility of the purchaser to furnish the Association with a recorded copy of the deed of conveyance indicating the owner's mailing address for all future assessments and other correspondence from the Association. Provided, however, prior to the issuance by the Association of a Certificate indicating the Association's approval of the transaction, the purchaser or lessee shall be required to agree with the Rules and Regulations of the Association.

DELINQUENT UNIT OWNERS

In the event that a unit owner is delinquent in paying assessments, or the owner, buyer, family, guests, agents, licensees, or invitees are not in compliance with any provision of the Declaration, the Association has the right to disapprove any sales. In the case of a lease, the Association has the right to disapprove of and to void any lease at any time prior to or during the Leasehold tenancy until any delinquent assessments are paid and/or until any violation of the Homeowners' Documents is corrected.

CAPITAL CONTRIBUTION

A Capital Contribution in the amount equal to one quarter's assessment will be paid at closing by the buyer.

PURCHASE OBLIGATIONS

I hereby agree for myself and on behalf of all persons who will use the property which I seek to purchase/lease that I will abide by all of the restrictions contained in the By-Laws, Rules and Regulations, Association Documents, which are or may in the future be imposed by **THE ISLAND CLUB OF VERO BEACH HOMEOWNERS ASSOCIATION, INC.**

- I. I have received a copy of all Association Documents: Yes _____ No _____
I have received a copy of the Rules and Regulations: Yes _____ No _____
- II. I understand that I will receive from the Board of Directors a Certificate of Approval. Occupancy prior to receipt of the Certificate of Approval is prohibited.
- III. Applicant agrees to provide to the Association a copy of the Closing Statement and a copy of the Recorded Deed as soon as possible after closing.

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MOVING OR DELIVERY TRUCKS LONGER THAN 40 FEET IN TOTAL LENGTH ARE NOT PERMITTED INSIDE THE ISLAND CLUB GATES. PLEASE MAKE ALTERNATIVE ARRANGEMENTS

ALL COMMERCIAL VEHICLES, RECREATIONAL VEHICLES, TRAILERS, CAMPERS, CAMPER TRAILERS, BOATS, WATERCRAFT, MOTORCYCLES, ATVS, BOAT TRAILERS, ESPECIALLY PICKUP TRUCKS MUST BE PARKED ENTIRELY WITHIN A GARAGE UNLESS OTHERWISE APPROVED BY THE BOARD.

Closing Agent's Name: _____ Phone: _____

In making the foregoing application, I am aware of the above guidelines concerning property conveyances contained in the Declaration of Covenants of **THE ISLAND CLUB OF VERO BEACH HOMEOWNERS ASSOCIATION, INC.** Any decision will be final, and no reason will be given for any action taken by the Board of Directors. I agree to be governed by the determination of the Board of Directors.

If you wish to have the New Homeowners Welcome Package mailed to you prior to closing please provide the address you wish to have these items mailed to.

Signature _____ Dated: _____
Applicant

Signature _____ Dated: _____
Applicant

Mailing Address: _____

AUTHORIZED BY: _____ DATE: _____

(R.8-16-22)
