

Bexley Park Master Association, Inc.

c/o Brock Property Management, Inc.
P.O. Box 770850 Coral Springs, FL 33077
Office: 954-753-2675 Fax: 954-340-8541
brock@brockpm.com
www.brockpm.com

Application Checklist

Please take some time to read the following pages and make sure the following documents are returned, fully completed. We cannot begin to process your application until all documents listed below are received:

- **Payment** – Each proposed resident 18 years or older must pay a \$150 application fee plus a \$50 administration fee (\$200 total) made payable to BROCK PROPERTY MANAGEMENT in the form of a cashier's check or money order (married couples pay one fee of \$150 + a \$50 administration fee (\$200 total) with a copy of the marriage certificate)
- **Application Form**
- **Residential Screening Request Form**
(must be completed separately by any proposed resident 18 years or older)
- **Disclosure Authorization Form**
(must be completed separately by any proposed resident 18 years or older)
- **Color Copy of State Issued Photo ID** (for each applicant)
- **Color Copy of Social Security Card** (for each applicant)
- **Copy of Last Two Paystubs** (for each applicant)
- **Pet Registration Form & Color Picture**
(may have up to 2 pets / no pit bulls or aggressive breeds are permitted)
- **Copy of Vehicle Registration for Every Vehicle**
- **Acknowledgment of Rules & Regulations Form**
- **Fully Executed Lease Agreement or Fully Executed Purchase Contract** (please circle one)
- **Proof of Homeowner's Insurance Listing the HOA as an Additional Insured** (Manor Home & Town Homes Only – to be listed as *Bexley Park c/o Brock Property Management, P.O. Box 770850, Coral Springs, FL 33077*)
- **Capital Contribution** (sales only - paid by buyer at closing) – \$250.00 made payable to Bexley Park

Please note the following:

- Homeowners must own for a period of (1) one year to be considered eligible to rent/lease a home/unit.
- Each applicant must have a minimum credit score of 650 or greater in order to be considered for approval.

Rentals Only: In addition to the above documents, the following must be provided:

- **Addendum to Lease - Both landlord and tenant(s) must sign and notarize**
- **Refundable Security Deposit of \$1,000.00 is required from the landlord payable to Bexley Park**
- **Current landlord permit with the City of Delray Beach**
- **Monthly rent cannot exceed 33% of total applicant income**

Please keep in mind this process may take up to thirty (30) days unless you paid the fee (\$50 per applicant) to expedite your application once all required documents are received. Should you have any questions, feel free to contact our office via email at brock@brockpm.com.

Bexley Park Master Homeowners Association, Inc.

c/o Brock Property Management, Inc.
P.O. Box 770850 Coral Springs, FL 33077
Office: 954-753-2675 Fax: 954-340-8541
brock@brockpm.com
www.brockpm.com

Desired Occupancy/Closing Date: _____

Owner(s):

Purchaser(s)/Tenant(s):

Phone: _____

Email: _____

Phone: _____

Email: _____

Real Estate Agent's Name:

Real Estate Agent's Name:

Phone: _____

Email: _____

Phone: _____

Email: _____

Bexley Park Master Homeowners Association, Inc.

Application for Occupancy - Please Print

Purchase ___ Lease ___ Desired Date of Occupancy: _____ # of Occupants Over the Age of 18: _____

Property Address: _____ Have you lived here before? _____

Applicant #1 Name: _____ Phone #: _____

Current Address: _____

E-mail Address: _____

Applicant #2 Name: _____ Phone #: _____

Current Address: _____

E-mail Address: _____

Applicant #3 Name: _____ Phone #: _____

Current Address: _____

E-mail Address: _____

Applicant #4 Name: _____ Phone #: _____

Current Address: _____

E-mail Address: _____

	<i>Applicant #1</i>	<i>Applicant #2</i>	<i>Applicant #3</i>	<i>Applicant #4</i>
* Have you ever been arrested or convicted of a felony?	Yes No	Yes No	Yes No	Yes No
* Do you intend to operate a business from this unit/home?	Yes No	Yes No	Yes No	Yes No
* Do you own a commercial vehicle, boat, or RV?	Yes No	Yes No	Yes No	Yes No
* Will you have more than 2 vehicles?	Yes No	Yes No	Yes No	Yes No

Character Reference: _____ Phone #: _____

Vehicle(s)

Vehicle #1: Year: _____ Color: _____ Make: _____ Model: _____ Plate #: _____

Vehicle #2: Year: _____ Color: _____ Make: _____ Model: _____ Plate #: _____

Vehicle #3: Year: _____ Color: _____ Make: _____ Model: _____ Plate #: _____

I/we hereby affirm that this information is true and correct.

Signature of Applicant # 1: _____

Date: _____

Signature of Applicant # 2: _____

Date: _____

Signature of Applicant # 3: _____

Date: _____

Signature of Applicant # 4: _____

Date: _____

Residential Screening Authorization Form

Print Name: _____

Address: _____

City, State, and Zip: _____

SSN: _____

DOB: _____

*I give my full authorization/consent to obtain my Credit Report,
Criminal History Record, Eviction Record(s), and to verify the above information.*

Print Name: _____

Signature: _____

Date: _____

DISCLOSURE AND AUTHORIZATION AGREEMENT REGARDING CONSUMER REPORTS

DISCLOSURE

A consumer report and/or investigative consumer report including information concerning your character, employment history, general reputation, personal characteristics, criminal record, education, qualifications, motor vehicle record, mode of living, credit and/or indebtedness may be obtained in connection with your application for and/or continued residence. A consumer report and/or an investigative consumer report may be obtained at any time during the application process or during your residence. Upon timely written request of the management, and within 5 days of the request, the name, address and phone number of the reporting agency and the nature and scope of the investigative consumer report will be disclosed to you. Before any adverse action is taken, based in whole or in part on the information contained in the consumer report, you will be provided a copy of the report, the name, address and telephone number of the reporting agency, and a summary of your rights under the Fair Credit Reporting Act.

AUTHORIZATION

You hereby authorize and request, without any reservation, any present or former employer, school, police department, financial institution, division of motor vehicles, consumer reporting agency, or other persons or agencies having knowledge about you to furnish AmeriCheckUSA with any and all background information in their possession regarding you, in order that your residence qualifications may be evaluated. You also agree that a fax or photocopy of this authorization with your signature be accepted with the same authority as the original.

READ, ACKNOWLEDGED AND AUTHORIZED

Print Name

Signature

Date

☐ *For California, Minnesota or Oklahoma applicants only, if you would like to receive a copy of the report, if one is obtained, please check the box.*

Bexley Park Master Homeowners Association, Inc.

c/o Brock Property Management, Inc.
P.O. Box 770850 Coral Springs, FL 33077
Office: 954-753-2675 Fax: 954-340-8541
brock@brockpm.com
www.brockpm.com

PET REGISTRATION FORM

OWNER/LANDLORD: _____

ADDRESS: _____
Street City State Zip

PHONE NUMBER: _____

LEASER/LESSEE: _____

ADDRESS: _____
Street City State Zip

PHONE NUMBER: _____

BREED OF PET: _____

APPROXIMATE FULL GROWN WEIGHT OF PET: _____ pounds

PET'S NAME: _____ AGE: _____

DATE AND TYPE OF MOST RECENT SHOTS/VACCINE(S):

PLEASE INCLUDE A PHOTO OF YOUR PET FOR IDENTIFICATION PURPOSES

*****IF YOU DO NOT OWN A PET, PLEASE COMPLETE THE INFORMATION BELOW*****

_____ (✓) I DO NOT OWN A PET (INITIAL HERE): _____

Please remember, all dogs are to be walked in the specified "dog walk area(s)," and the dog's owner must pick up all excrement. Dogs must be leashed at all times.

By my signature below, I verify I have read and understood the above and will abide by the Rules and Regulations set forth in this regard.

Purchaser or Lessee Date

Purchaser or Lessee Date

Bexley Park Master Homeowners Association, Inc.

c/o Brock Property Management, Inc.
P.O. Box 770850 Coral Springs, FL 33077
Office: 954-753-2675 Fax: 954-340-8541
brock@brockpm.com
www.brockpm.com

Acknowledgement of Rules & Regulations & Receipt of Association Documents

I certify that I have received and will read a copy of the documents for Bexley Park Master Homeowners Association, Inc. along with the Rules and Regulations of the Homeowners Association. I agree that I will fully abide by these Rules and Regulations.

Property Address

Signature

Print Name

Date

Bexley Park Master Homeowners Association, Inc.

Addendum To Lease

1. Tenant(s) are subject to and shall abide by all covenants and restrictions and rules and regulations set forth in the Declaration of Covenants, Restrictions, and Easements for Bexley Park Master Homeowners Association, Inc., ("Bexley Park"); Bylaws of Bexley Park; Articles of Incorporation of Bexley Park; and any rules and regulations for Bexley Park.
2. Leasing requires a security deposit from the homeowner of \$1,000.00 in either a check or money order made payable to Bexley Park. This deposit will be refunded if no damage was done to the community/common area and after the lease has expired and the tenant has moved out.
3. Landlord/Owner must apply for a landlord permit with the City of Delray. The lease application will not be processed until the permit is obtained and sent to our office for review.
4. Prior to approval of the lease application, Landlord/Owner must be current on their maintenance fees and there shall be no open violations or outstanding fines.
5. In the event the Landlord/Owner becomes delinquent in the payment of assessments (regular or special) or other charges to the Association, the Association may notify the Tenant. Upon such notification, the Tenant shall be obligated to pay the rent required under the lease to the Association until all delinquent assessments and other charges have been paid in full.
6. A copy of the lease agreement must accompany the lease application.
7. The completed application must be submitted to the Association at least 30 days prior to the expected move in date unless you paid the fee to expedite your application once all required documents are received. Fee to expedite your application is \$50 per applicant, made payable to Brock Property Management.
8. Occupancy prior to Board approval is prohibited.
9. Leases are for a 12 (twelve) month period only and must be renewed 30 days prior to lease expiration.
10. Each rental applicant must have a credit score of 650 or greater in order to be considered for approval. Each occupant 18 years or older must complete an application and background check authorization.
11. Applicant may not have prior evictions within the last 5 (five) years or prior convictions for a felony or misdemeanor involving illegal drugs, criminal offense involving violence to persons, sexual battery, sexual abuse, or lewd and lascivious behavior, or any felony.
12. Monthly rent is not to exceed 33% of applicant income. Provide copy of last two pay stubs or bank statements for each applicant for proof of income.
13. Use of this house is for single family residence only.
14. No truck, commercial vehicle, boats, trailers, motor homes, mobile homes, campers, recreational vehicles, etc. are permitted to park on the premises overnight.
15. Street parking is for guests only. Parking is limited to the following:
 - Manor Homes with single car garage – 2 vehicles per household permitted
 - Manor Homes with 2 car garage – 3 vehicles per household permitted
 - Townhomes – 3 vehicles per household permittedAny parking violations are subject to tow at vehicle owner's expense.
16. The property Landlord/Owner must provide the tenant(s) with a copy of all Association Documents and Rules & Regulations.
17. If any question on the lease application is not answered or left blank, this application will be returned not processed and not approved.
18. Any misrepresentation or falsification of the information on the lease application will result in the automatic disqualification of the application.
19. I understand that I will be advised by the Board of Directors of either acceptance or denial of the lease application.

Bexley Park Master Homeowners Association, Inc.

Addendum To Lease (continued)

Witness:

Signature

Print Name

Date

Landlord/Owner:

Signature

Print Name

Date

Signature

Print Name

Date

Witness:

Signature

Print Name

Date

Tenant(s):

Signature

Print Name

Date

Signature

Print Name

Date



Welcome to Xfinity at Bexley Park.

We have teamed up with your community to bring you the best in entertainment from Xfinity.

Your community's services include:



Xfinity TV
Digital Starter, HD and HBO
1 HD TV Box2 TV Adapters

Say hi to Kevin Chernick.



Kevin Chernick is your dedicated Community Account Representative. Make him your go-to resource to help ensure your Xfinity service is great in every way.

kevin_chernick@comcast.com

For an additional cost, you can upgrade to these Xfinity services:

- **Xfinity X1.** Change the way you watch TV. With the Xfinity Voice Remote, use voice commands to find what you're looking for.
- **Xfinity Internet.** With Xfinity xFi, you get the speed, coverage, and control you need for the ultimate in-home WiFi experience.
- **Xfinity Mobile.** Get the best coverage, more flexible data and awesome savings. All on the most reliable network.
- **Xfinity Voice Unlimited.** Get unlimited nationwide talk and text, Caller ID, and more.

Give us a call to get started.

To order, change, or upgrade your services, call **1-800-xfinity** (1-800-934-6489) to speak with an Xfinity representative.

xfinity

Restrictions apply. Not available in all areas. Services and features vary based upon service level. **TV:** Limited Basic service subscription required to receive other levels of service. **Internet:** Actual speeds vary and not guaranteed. For factors affecting speed visit www.xfinity.com/networkmanagement. "Reliably fast" claim, FCC, "Measuring Broadband America Report," 2018. Xfinity xFi is available to Xfinity Internet customers with a compatible Xfinity Gateway. Xfinity WiFi hotspots included with Performance Internet and above. Performance Starter and below not eligible. Available in select areas. **Voice:** Service (including 911/emergency services) may not function after an extended power outage. Unlimited Talk & Text requires download of the Xfinity Connect app. Standard data charges may apply. Check with your carrier. **Mobile:** Restrictions apply. Not available in all areas. Available to residents with (a) Xfinity Communities Select Internet or (b) Xfinity Communities Select TV who subscribe to individually billed post-pay Xfinity Internet service. Up to 5 line limit (initially up to 2 lines under a device payment plan, pending Internet service activation). Savings comparison to the weighted average prices of similar Verizon, AT&T, T-Mobile and Sprint plans. Actual savings vary and are not guaranteed. For Xfinity Mobile Broadband Disclosures visit: www.xfinity.com/mobile/policies/broadbanddisclosures. ©2020 Comcast. All rights reserved.