

The Hampton at Woodfield **SALES/RENTAL APPLICATION**

PLEASE READ CAREFULLY

- **THE ENCLOSED APPLICATION MUST BE COMPLETELY FILLED OUT IN ORDER FOR IT TO BE PROCESSED.**
- **THE ENTIRE PACKAGE WILL BE RETURNED IF ANY INFORMATION IS MISSING WHICH WILL RESULT IN A DELAY IN APPROVAL.**

Please return completed application to:

**MAHOGANY SERVICES
21 SE FIFTH STREET
Suite 200
BOCA RATON, FLORIDA 33432
TELEPHONE: (561)997-6453**

THE BOARD OF DIRECTORS OF YOUR ASSOCIATION IS RESPONSIBLE FOR APPROVAL OR DISAPPROVAL OF AN APPLICATION. AS THE ASSOCIATION'S AGENT, MAHOGANY SERVICES IS RESPONSIBLE FOR PROCESSING THIS APPLICATION.

IT IS THE BUYER RESPONSIBILITY TO SUPPLY MAHOGANY SERVICES A COPY OF THE RECORDED DEED AND CLOSING DOCUMENTS AFTER CLOSING

**PLEASE INCLUDE THE FOLLOWING ITEMS IN YOUR APPROVAL PACKAGE
FOR SALE: THE HAMPTONS**

- 1. If any questions are not answered or left blank, this application will be returned, not processed and not approved.**
- 2. A copy of license or photo ID for all new owners is required**
- 3. Complete the attached application. Do not leave any spaces blank include two (2) letters of reference showing an address and telephone number where the writer may be reached. No relatives please.**
- 4. Attach a \$200.00 check payable to The Hamptons that includes the background check**
- 5. Attach a \$100.00 check to Mahogany Services, Inc.**
- 6. A capital contribution equal to two months maintenance is required for all sales.**
- 7. A legible copy of your purchase agreement must be included**
- 8. The completed application must be returned to Mahogany Services thirty (30) prior to the purchase date.**
- 9. The application and the attached application for occupancy must be completed in detail by the proposed buyer. If there are two or more unrelated people applying then each person must complete an application for occupancy and both must sign where required.**
- 10. Request for lease will not be considered if maintenance payments are in arrears.**
- 11. The DRB committee must approve that the property that is to be sold or leased meets The Hampton's standards and that no violations exist. If they do exist they must be corrected before closing or leasing.**
- 12. No commercial vehicles, trucks, boats, motor homes, RV's motorcycles, mopeds, go carts, service vehicles or pickups, etc. permitted to be parked on premises except in enclosed garages.**
- 13. All trash must be kept in a solid rigid container and out no earlier than 6pm the night before the trash pickup day and returned by dusk on that day**

- 1. I hereby agree for myself and on behalf of all persons who may use this dwelling, which I seek to buy:**
- 2. I will abide by all of the conditions contained in the by-laws, rules and regulations and restrictions, which are or may in the future be imposed.**
- 3. I understand that sub-leasing or occupancy of this dwelling in my absence is prohibited.**
- 4. I understand that the acceptance for buyer is conditioned upon the truth and accuracy of this application and upon approval of the board of directors.**
Occupancy prior to approval is prohibited. Any misrepresentation or falsification of information on these forms will result in automatic rejection of this application.
- 5. I understand that the Board of Directors may cause to be instituted such an investigation of my background as the board may deem necessary. Accordingly, I specifically agree to authorize Mahogany Services to make such investigation and agree that the information contained in the attached application may be used in such investigation and that the Board of Directors and management company shall held harmless from any action or claim by me in connection with the use if the information contained herein or any investigation conducted.**
- 6. Buyer is aware that they are responsible for timely payments of all assessments. At present assessment are due the 1st day of each quarter, Jan. 1, Apr. 1, July 1, and Oct.1 and are payable at that time. Any payments received after the 10th day of quarter due will be assessed a late fee of \$50.00**
- 7. Upon closing, buyer should receive from the seller a copy of completed current documents**

In making the foregoing application, I am aware that the decision of the Board of Directors will be final. I agree to be governed by the determined of the Board of Directors.

SIGNATURE: _____ **cell phone** _____

SIGNATURE: _____ **cell phone** _____

DATE: _____

DATE: _____

ADDRESS:

EMAIL:

ASSOCIATION NAME: _____

SALE/RENTAL UNIT ADDRESS:

PLEASE LIST ALL OTHER OCCUPANTS (S), WHO WILL RESIDE AT THE RESIDENCE IF APPROVED:

NAME	RELATIONSHIP TO APPLICANT	DATE OF BIRTH
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_____	_____	_____
_____	_____	_____
_____	_____	_____

HOUSESITTER OR MANAGEMENT COMPANY:

_____ PH# _____

IN CASE OF EMERGENCY, PLEASE NOTIFY:

NAME: _____

RELATIONSHIP: _____

CELL: _____

ADDRESS: _____

EMAIL
ADDRESS _____

*APPLICANT AGREES TO OBTAIN FROM UNIT OWNER A COPY OF THE “RULES AND REGULATIONS” AND “DECLARATION”...AS WELL AS ADHERES TO THEM. APPLICATION FEE AND COPY OF THE CONTRACT OF SALE **MUST ACCOMPANY APPLICATION** BEFORE THE PROCESSING CAN BEGIN.

PLEASE PAY PARTICULAR ATTENTION TO THE FOLLOWING....

.....SUBLEASING IS NOT ALLOWED :

☒..... ☐ LEASING PERMITTED SUBJECT TO RESTRICTIONS

.....LEASING WITH “OPTIONS TO PURCHASE” ARE NOT PERMITTED
