

Unit Purchase Package Instructions

The Unit Purchase Package must be printed, completed, and submitted to the **FOUNTAINVIEW ASSOCIATION, INC. #4 Dropbox** located next to mail box at least 30 days prior to the expected closing date. Questions regarding the purchase can be emailed to info@fv4condo.com Board of Directors

**FountainView Association, Inc. #4
1460 NE 169 Street
North Miami Beach, FL 33162**

Resident Application Instructions

1. Below are the procedures followed by **FOUNTAINVIEW ASSOCIATION, INC. #4** for making residency decisions?

- A) Approval of the resident application
- B) Payment of \$200 Application fee* per applicant to **FOUNTAINVIEW ASSOCIATION, INC. #4**
- C) Background check, credit check, & criminal history, etc. info will be processed
- D) If approved, the Estoppels letter will be remitted to title agency and the applicant/realtor will be notified

If not approved, then the applicant/realtor will be provided with verbal or written notification

- E) Applicant/realtor will be contacted to setup interview with members of the FountainView Board of Directors for **final approval** * **FOUNTAINVIEW ASSOCIATION, INC. #4** does not allow renters. The buyer of the property must be listed on the title and reside in the unit. In the circumstance of dual title holders at least one of the title holders **MUST** live in the unit. There are **NO** exceptions!
- F) Police Report for every new Buyer.

2. Application for Purchase: Please complete the enclosed application for each applicant and/or individual(s) who will be listed on the title. Return it with a \$200 check or money order payable to **FOUNTAINVIEW ASSOCIATION, INC. #4**. And a Police Report.

3. Once you've been approved, one of our Board Members will contact the applicant/realtor to schedule a final interview appointment. Each applicant/title holder must be present at the interview. Most interviews take place at the FountainView Lobby, . Interviews typically require only 30 minutes to complete

IMPORTANT NOTES:

- FountainView Condominium No. 4 reserves the right to take up to 30 days to issue a residency decision. The average time is 12 working days.

- Potential buyers may not take up residency or close on the property prior to our residency decision and final board approval. (see step E in the residency decision process)

- The standard application fee is \$200 per applicant/title holder. In the circumstance of dual title holders each title holder must pay \$200. Application fees are non-refundable.

- There is an additional charge of \$200 to process the Estoppels letter. Seller must pay.

- Estoppels letter requests should be mailed to:

FOUNTAINVIEW ASSOCIATION, INC. #4
1701 NW 75th Avenue, #107
Plantation, FL 33313
info@FV4Condo.com

- As of January 1, 2007 FountainView Condominium No. 4 has a yearly assessment of \$____.00 per unit. This price can fluctuate due to COLA increases and unexpected weather events.

APPLICATION FOR PURCHASE APPROVAL

UNIT #	Date
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1. This application, an application for approval, and authorization forms must be completed in detail by each proposed applicant/title holder.

2. If any question is not answered or left blank on this or the Renters Reference applications, the applications will be returned, not processed, and not approved.

3. A copy of the sales contract must be attached to this application

4. Attach a non-refundable processing fee of \$200.00 to this application per applicant/title holder made payable to FountainView Condominium No. 4, Inc.

A: Copy of Driver License

B: Current Pay Stub and

C: copy of Last Year Tax Return.

5. The completed application must be submitted to the **FountainView Condominium No 4 Drop box next to Mailbox** at least 30 days prior to the expected closing date.

NOTE: Any applications or checks submitted to a different location will not be considered.

6. All applicants must make themselves available for a personal interview prior to final Board of Directors approval. Occupancy prior to Board approval is prohibited.

7. No pets allowed at any time.

8. Use of this apartment is for single family residence only. No corporation, company, partnership or trust may purchase an apartment.

4. No commercial vehicles, trucks, boats, trailers, motor homes, mobile homes, campers, recreational vehicles, etc. permitted to park on the premises overnight, except with Board approval. Motorcycles & mopeds must have an assigned spot. All vehicles are required to park head-in, with a valid tag displayed in the back.

No vehicle repairs, oil changes, or any procedure that requires jacks with the exclusion of flat tire repair allowed anywhere on the FountainView property. Only unit owners are allowed to wash their personal vehicles at FountainView Condominium No 4 in the designated car wash location.

10. The seller (current owner) must provide the purchaser with a copy of all Association documents, Rules & Regulations, pool key, FOB, and a roof key. If the seller does not provide this to the purchaser FountainView Condominium No 4 is not responsible. The purchaser will need to request these items from FountainView Condominium No 4 and pay the replacement costs.

11. Purchaser/Realtor must notify the Association office with the exact date of their closing.

12. Occupancy regulations:

Two Bedroom condo-no more than 4 occupants including Kids

13. Moving of furniture in or out of an apartment is not permitted on Sundays or Holidays. Hours for moving are from 8:00 AM to 8:00 PM,, Monday through Saturday.

1. The current owner of the unit you wish to purchase must provide you with a copy Of **All Association Documents** and **Rules and Regulations** for you to read, study and **understand**. Should you have any questions, they must be submitted in writing to the Board of Directors of FountainView Condominium Association #4, Inc. with this application. The application will be held until the questions are resolved.

2. If approved, the owner agrees to be responsible for all residents and guests following the current applicable rules and regulations including waste disposal, recycling, and the responsibility to remove any bulk items at the owner's own cost.

3. The responsibility for the care and maintenance, as well as the operation of Building #4 rests with the Officers, Board of Directors and owners. In light of this, you agree to make every effort to care for the building and to attend announced building meetings.

4. If this application is approved and sale completed, should it become necessary to levy any fines or take reasonable legal action against the owner for misrepresentation, falsification or failure to abide by the rules of the Association, the owner(s) agree(s) to pay all fines, legal fees, court costs and associated costs with these actions.

By signing this document, you acknowledge the fact that you understand and do indeed agree to abide by the rules and regulations of Building #4, the Board of Directors and the FountainView Recreational Council

PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION

Current Owner				
Date	Unit No	Approx. Closing Date		
Current Owner's Name		Telephone No		
Owner's Present Address				
Realtor				
Name of Realtor handling sale		Tele. No		
New Applicant				
NAME of Prospective Purchasers (as Title will appear):	Buyer	Co-Buyer		
	SS No	SS No		
	DOB	DOB		
If You Know any Owner in Building				
MORTGAGE INFORMATION: (If unit will be mortgaged):				
Name of Lender	Contact Person	Tele. No		
OTHER PERSONS who will occupy the apartment with you				
Name		Date of Birth	Relationship	
Employment (Business)				
Name	Address	Yearly Income	Phone	Dates

If retired, please state company's name and address retired from and when:

Have you ever been convicted or pled to a crime?_____ If yes, please state the date, State, charges and dispositions:

1. In making the foregoing application, I represent to the Board of Directors that the purpose for the Purchase of a unit at FOUNTAINVIEW CONDOMINIUM NO. 4 is as follows:

Permanent Residence_____ Seasonal Residence_____ Other_____

2. I hereby agree for myself and on behalf of all persons who may use the apartment which I seek to purchase that I will abide by all of the restrictions contained in the Bylaws, Rules and regulations, Association Documents and restrictions which are or may in the future be imposed by FOUNTAINVIEW CONDOMINIUM NO. 4, INC. and FOUNTAINVIEW RECREATION COUNCIL.

3. I have received a copy of all Association Documents: Yes_____ No_____ I have received a copy of the Rules & Regulations: Yes_____ No_____

4. I understand that I will be advised by the Board of directors of either acceptance or denial of this application. Occupancy prior to Board approval is prohibited.

5. If this application is accepted, I will provide the Association with a copy of the Closing Statement and a copy of the recorded Deed within 30 days after closing.

6. I understand that there is a restriction on pets and that I may not bring a pet, nor may any guest, visitor or tenant bring a pet into FOUNTAINVIEW CONDOMINIUM NO. 4, INC. nor acquire one, either temporarily or permanently after occupancy.

7. I understand that the acceptance for purchase of an apartment at FOUNTAINVIEW CONDO NO. 4, INC. is conditioned upon the truth and accuracy of this application and upon the Approval of the Board of Directors. Any misrepresentation or falsification of the information on these forms will result in the automatic disqualification of my application. Occupancy prior to Board of Directors approval is prohibited.

8. I understand that the Board of Directors of FOUNTAINVIEW CONDOMINIUM NO. 4, INC. may cause to be instituted an investigation of my background as the Board may deem necessary. Accordingly, I specifically authorize the board of directors, Management and RENTERS REFERENCE OF FLORIDA, INC. to make such investigation and agree that the information contained in this and the attached application may be used in such investigation, and that the Board of Directors, Officers and Management of the FOUNTAINVIEW CONDOMINIUM NO. 4, INC. itself shall be held harmless from any action or claim by me in connection with the use of the information contained herein or any investigation conducted by the Board of Directors. In making the foregoing application, I am aware that the decision of the FOUNTAINVIEW CONDOMINIUM NO. 4, INC. 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.

APPLICANT	Date

APPLICANT	Date

Rules and Regulations

The Board of Directors of the above condominium has adopted the following rules, and may be amended, suspended, or other rules promulgated, or waived, in special situations, only by two-thirds vote of the owners voting by secret ballot. This power may be delegated pursuant to a Management Contract.

- 1) The vestibules, hallways, stairways and other public passages shall not be obstructed by an owner or his/her agents, servants, employees or invitees, or used by them for any purpose other than ingress to and egress from the demised apartment. No outdoor cooking shall be allowed except in designated picnic areas.
- 2) No pets are permitted.
- 3) At all times, but particularly after 11:00 P.M. and before 8:00 A.M., all noise within an apartment and/or balcony must be at a reasonable level as to make the sound inaudible outside of the demised apartment.
- 4) All repairs to the interior of the apartment, including windows, doors, screened enclosures and air conditioning equipment is the owner's responsibility to keep maintained.
- 5) All trash shall be securely enclosed in plastic bags before placing in garbage. All boxes must be flattened, tied up, and placed in the trash room next to the dumpster. All applicable recycling regulations must be adhered to. Bulk items such as, but not limited to, furniture, appliances, carpeting and other debris are to be removed by the owner or his/her guests at their expense. Waste considered Toxic or Hazardous is not permitted. Serious fines and penalties by the state, county, city and Board may apply.
- 6) Each owner is responsible for all residents of their apartments and guests following the current applicable rules and regulations.
- 7) Storm shutters will be allowed, but must be approved by the Board of Directors and meet county codes.
- 8) No alterations or additions to the exterior or structural interior of the apartment including shades, enclosures, windows, doors, etc. shall be permitted without the approval of two-thirds vote of the owners and approved by the City of Plantation Building Department. Any alterations not installed in accordance with these rules must be corrected at the owner's expense.
- 9) The vestibules, hallways, stairways and other public passages, Smoking is not allowed.
- 10) There is to be no storage in any room or area except each owner's apartment or the building storage area. Owners must get the permission of the Board of Directors before storing anything in this room. Under no circumstances, will the building accept responsibility for the loss or damage of personal items stored in the building storage area. Any item left without permission in any area may be considered abandoned and is subject to removal at the owner's expense.
- 11) Each owner shall be responsible for maintenance and preservation of their assigned parking space due to oil, gas or other damaged caused by their vehicle or vehicles using their space.
- 12) No sign, advertisement, notice, door plate, or any similar device, shall be inscribed, painted or engraved or affixed to any part of the outside or inside of the said premises.
- 13) No children under the age of thirteen shall be allowed in the pool without their parent/legal guardian signing a waiver of liability for injury.

14) No child under 13 shall be allowed in the pool unless at all times accompanied by and under the supervision of the parent or legal guardian.

15) No eating or drinking is permitted in the pool area.

16) No child under 13 shall be allowed in the Recreation Building without constant adult supervision.

17) All children between 13 and 18 allowed in the Recreation Building must be accompanied by an adult.

18) Personal conduct shall at all times be on a mature, restrained level. There shall be no shouting, arguing or other conduct disturbing other owners or their guests.

14) Owners are expected to attend building meetings as announced.

20) Pest control for the building is on the first Monday of each month. The pest control service must be able to access the interior of each apartment.

21) Each owner is assigned one designated parking space by the Board of Directors. Owners needing a second assigned space may petition the Board for an additional space for the cost of \$5.00 per month, or are free to use a guest space. Guests must use the guest parking as indicated.

22) Payment of the Monthly Maintenance is due on the first of each month. Payments not received by the 15th of the month are subject to a late fee of \$25.00. Checks that are returned are subject to a \$30.00 charge plus any bank charges incurred by the building.

23) All new occupants of any apartment are subject to Board of Directors approval and must submit application and the standard Screening Application Fee.

24) After, April 5, 2005, any change of flooring from carpet to hardwood or tile on the 2nd or 3rd floors, must have 1/4" cork installed underneath, in addition to the waterproof padding required by the manufacturer, at the owners expense. This will help to minimize the noise for those living below you. Any unit owner not abiding by this rule will have to change the flooring at their expense.

25) Maximum number of persons permanently residing in any condo, 4. This includes all persons Adult and Children.

APPLICANT	<i>Date</i>

APPLICANT	<i>Date</i>