

Carleton Oaks Homeowners' Association

c/o Seacrest Services Inc.

2400 Centre Park W. Dr. Suite 175

West Palm Beach, FL 33409

(561) 697-4990- Fax: (561)-697-4779

APPLICATION FOR PURCHASE OR LEASE

NAME OF APPLICANT (S) _____

NAME OF CO-APPLICANT _____

CURRENT ADDRESS _____

PURCHASE/LEASE ADDRESS _____

APPLICANT (1) SOC.SEC. # _____ DOB _____

APPLICANT (2) SOC.SEC. # _____ DOB _____

DRIVER 1 LICENSE # _____ DRIVER 2 LICENSE # _____

PURCHASER/LESSEE HOME PHONE _____

PURCHASER/LESSEE CELL PHONE _____

PURCHASER/LESSEE BUSINESS PHONE _____

BUSINESS/PLACE OF EMPLOYMENT: _____

LIST ALL REGULAR OCCUPANTS AND RELATIONSHIP

NAME

RELATIONSHIP

PET(S):

_____ YES # of _____ TYPE _____ Breed _____ Color/Age Sex _____

(Note: No pets of any kind are permitted on Common Property unless on a leash.)

VEHICLES TO BE PARKED ON ASSOCIATION PROPERTY

Note: All trucks, commercial vehicles, vehicles with commercial advertising, and other unauthorized vehicles (See Restrictions) must be parked within the garage of the Unit.

Make

Model

Year

License Plate #

SALE CLOSING DATE: _____ **MORTGAGE CO.** _____

LEASE TERM: _____ One Year _____ Two Years _____ (Other)

START DATE: _____ to _____ (End of Lease Term)

PLEASE NOTE:

1. A required capital contribution equal to 2/3 of one quarterly assessment payable to the Carleton Oaks HOA will be collected from the purchaser at the closing.
2. Renewal Leases must be submitted to the Association. Lease Renewals does not require a new \$100 fee.

ACKNOWLEDGEMENT

I hereby acknowledge that I have read this document and affirm that all information provided is accurate. I also hereby acknowledge that I have received, read, and agree to abide by the Rules and Regulations of the Carleton Oaks Homeowners Association as written within the Documents of the Carleton Oaks Homeowners Association. These Documents include, but are not exclusive of, its Covenants, Articles, By-laws, Rules and Regulations, and ACC Guidelines. I also understand that I am personally responsible for my actions and those of my guests or invitee. Any damages or injunctive relief for failure to comply with these provisions now may be brought against any tenant leasing a unit as well as against the owner of said unit being leased.

I understand that I am subject to the Declaration of Carleton Oaks Homeowners Association and that failure to comply with any provisions of the Carleton Oaks Homeowners Association Declarations, By-Laws, ACC Guidelines, or other Rules and Regulations of the Association may result in a fine being imposed as outline in Florida Statute 720. Copies of the Declaration Covenants, Articles, By-laws, Rules and Regulations, and ACC Guidelines are available on the Carleton Oaks website at www.carletonoaks.org.

OWNER _____ PURCHASER/LESSEE _____

OWNER _____ PURCHASER/LESSEE _____

Notes:

1. A check for \$100.00, payable to Carleton Oaks Homeowners Association, Inc., must accompany this application. Renewal lease application fees are waived.
2. A copy of the Lease/Sales contract must accompany this application.
3. All persons listed on the sales contract or the lease must sign this application.
4. A criminal background check is conducted upon all persons listed on the sales contract or the lease.

Submit all completed application forms to:

Carleton Oaks Homeowners Association
c/o Seacrest Services, Inc.
2400 Centre Park W. Dr. Suite 175
West Palm Beach, FL 33409

Carleton Oaks Homeowners' Association, Inc.

C/O Seacrest Services, Inc
2400 Centrepark West Drive #175
West Palm Beach, Florida 33409
Phone: 561-697-4990

Important Notice If You Are Legally Exempt From Having Your Personal Information Released

Florida Public Records Law (119.071) requires us to make available for inspection most written communications and records, including information about owners that are kept on file at the management office. Our attorney has informed us that we must comply with the law and make this information available to any homeowner who requests it.

However, specific individuals are exempt by law from having their information disclosed. Please take a moment to review the enclosed form and, if you meet the requirement for exemption, complete the form and mail it back to our management office at the above address. Your information will then be redacted from any official list provided to a homeowner who has requested such a document.

Please submit this information before with your sale application. **It is the responsibility of the homeowners to notify the Association, in writing, if they are legally exempt from having their personal information released. Our receipt of this form will meet that requirement.** Failure to submit this document may cause the release of personal information.

If you have any questions, please contact our property manager at Seacrest Services, Ms. Dyan Boothe, at dboothe@seacrestservices.com or by phone at 561-697-4990.

Sincerely,
Board of Directors
Carleton Oaks Homeowners Association

Carleton Oaks Homeowners' Association, Inc.

C/O Seacrest Services, Inc
2400 Centrepark West Drive #175
West Palm Beach, Florida 33409
Phone: 561-697-4990

Information Exemption Form
MAIL THIS FORM SEPARATELY TO SEACREST SERVICES

Purpose: To identify those homeowners, their spouse and children, whose personal information and records are exempt from public disclosure. This enables Carleton Oaks Homeowners Association to comply with Florida's Public Records Law (F.S. 119.071).

*Instructions: Check all boxes that apply to you; complete and **sign** the bottom portion of this form.*

1. I am an active or former law enforcement personnel; including correctional and correctional probation officers, personnel of the Department of Children and Family Services whose duties include the investigation of abuse, neglect, exploitation, fraud, theft, or other criminal activities, personnel of the Department of Health whose duties are to support the investigation of child abuse or neglect, and personnel of the Department of Revenue or local governments whose responsibilities include revenue collection and enforcement or child support enforcement.
 I am the spouse or child of any of the above.
2. I am a firefighter certified in compliance with S 633.35.
 I am the spouse or child of the above.
3. I am a Justice of the Supreme Court, district court of appeal judge, circuit court judge, or county court judge.
 I am the spouse or child of any of the above.
4. I am a current or former state attorney, statewide prosecutor, or assistant statewide prosecutor.
 I am the spouse or child of any of the above.
5. I am a current or former human resource, labor relations, or employee relations director, assistant director, manager, or assistant manager of any local governmental agency or water management district whose duties include hiring or firing employees, labor contract negotiation, administration, or other personnel-related duties.
 I am the spouse or child of any of the above.
6. I am a current or former United States attorney or assistant United States attorney.
 I am the spouse or child of any of the above.
7. I am a current or former judge of the United States Courts of Appeal, United States district judge, or United States magistrate judge.
 I am the spouse or child of any of the above.
8. I am a current or former code enforcement officer.
 I am the spouse or child of any of the above.
9. I am a current or former guardian ad litem as defined in S.39.820).
 I am the spouse or child of any of the above.

Under penalty prescribed by law, I hereby certify by my signature below, that all information checked above is true and correct as it applies to me.

Date:

Name:

Oaks' Address:

Signature: