



**** USNEE GARDENS CONDOMINIUM SALE PACKAGE ****

THIS IS A 55 YEARS OF AGE AND OLDER COMMUNITY. ALL RESIDENTS MUST BE 55 OR OLDER.

The attached application forms **MUST** be completed in full by each adult applicant.
(other than Husband/Wife or Parent/Dependant child which is considered one application)
and returned to Ambassador Community Management along with a **\$100.00** Check or money order for each application made payable to **USNEE GARDENS CONDOMINIUM.**

This application fee is non-refundable.

In addition, the following items and or terms are required to accompany the application forms and fee.

1. Signed copy of the Sales Contract along with photo ID for each adult occupant.
2. Copy of current Credit Report.
3. No pets are allowed at any time.
4. Use of the unit is for single family residence only.
5. No commercial vehicles, truck, etc. are allowed on property overnight.
6. The current owner must provide the buyer with the Association Documents and Rules & Regulations.
7. No more than 2 occupants per bedroom are allowed to occupy unit.

This Sales packet is considered incomplete and will not be accepted until all information has been received.
The Association is allowed thirty (30) days to process and approve all applications.

Upon receipt and verification of all materials submitted, a personal interview with the Board of Directors will be scheduled. The applicant(s) will be notified of the date, time and place of the personal interview.

OCCUPANCY PRIOR TO BOARD APPROVAL IS PROHIBITED!

PRINT ALL INFORMATION

Association Name: USNEE GARDENS CONDOMINIUM Bldg.# U Unit # _____

Name of Realtor handling transaction _____ Phone: _____

Name of Mortgage Company _____ Phone: _____

Name(s) of proposed purchaser: _____ Phone _____

1. I hereby agree for myself and on behalf of all persons who may use the unit:
 - a. I will abide by all of the restrictions contained in the By-Laws, Rules & Regulations and restrictions which are or may in the future be imposed by the Association.
 - b. I understand that there is a restriction on pets and that I may not bring a pet on the property, nor may any guest or visitor.
 - c. I understand that I must be present when any guests, relatives, or visitors who are not permanent residents occupy the unit.
 - d. I understand that any violation of the terms, provisions, conditions, and covenants of the Association documents provide cause for immediate action as therein provided for in the Association Documents.
2. I understand that the approval is conditioned upon the truth and accuracy of this application and upon the approval of the Board of Directors. Any false statements are cause for denial.
3. I understand that the Board of Directors may cause to be instituted an Investigation of my background. I specifically authorize the Board of Directors, Management, and any credit reporting company chosen by same to make such investigation. I agree that the information contained in this and the attached application may be used for such investigation and that the Board of Directors, Management, and committees members 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.
4. **I have received a copy of the Rules and Regulations and fully understand them. Yes ___ No ___**

In making the foregoing application, I am aware that the decision of the Association 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 _____

READ FIRST: Complete all questions and fill in all blanks. All information supplied is subject to verification. If any question is not answered/left blank, or answered falsely, this application may be returned, not processed, and/or not approved. Missing information will cause delays. Once submitted, order can be cancelled but your fee will not be refunded. Rev. 06/2014

**** THIS APPLICATION IS FOR A SINGLE PERSON OR A MARRIED COUPLE ONLY! ****

APPLICATION FOR OCCUPANCY

Association Name: Usnee Gardens Condominium

Circle one: Purchase - Lease - Occupant - Unit.# _____ Bldg.# _____ Address applied for: _____

Full Name _____ Date of Birth _____ Social Security # _____

Circle One: Single - Married - Separated - Divorced - How Long? _____ Other legal or maiden name _____

Have you ever been convicted of a crime? _____ Date (s) _____ County/State Convicted in _____

Charge (s) _____

Applicant's Cell Number(s) _____ Applicant's Email Address _____

Spouse _____ Date of Birth _____ Social Security # _____

Other legal or maiden name _____ Have you ever been convicted of a crime? _____ Date (s) _____

County/State Convicted in _____ Charge (s) _____

Spouse's Cell Number(s) _____ Spouse's Email Address _____

No. of people who will occupy unit – Adults (over age 18) _____ Description of Pets _____

Names and ages of others who will occupy unit _____

In case of emergency notify _____ Address _____ Phone _____

PART I – RESIDENCE HISTORY

A. Present address _____ Phone _____
(Include unit/apt number, city, state and zip code)

Apt. or Condo Name _____ Phone _____ Dates of Residency: From _____ to _____

Circle one: Own Home - Parent/Family Member - Rented Home - Rented Apt - Other _____ Rent/Mtg Amount _____

Are you on the Lease? _____ If not, who is the leaseholder? _____ Are you on the Deed? _____ If yes, under what name? _____

Name of Landlord _____ Phone _____ Email address _____

Circle one: Is your Landlord the: Owner of the property - Realtor - Family Member - Roommate - Property Manager - Other _____

B. Previous address _____
(Include unit/apt number, city, state and zip code)

Apt. or Condo Name _____ Phone _____ Dates of Residency: From _____ to _____

Circle one: Own Home - Parent/Family Member - Rented Home - Rented Apt - Other _____ Rent/Mtg Amount _____

Were you on the Lease? _____ If not, who is the leaseholder? _____ Were you on the Deed? _____ If yes, under what name? _____

Name of Landlord _____ Phone _____ Email address _____

Circle one: Is your Landlord the: Owner of the property - Realtor - Family Member - Roommate - Property Manager - Other _____

C. Previous address _____
(Include unit/apt number, city, state and zip code)

Apt. or Condo Name _____ Phone _____ Dates of Residency: From _____ to _____

Circle one: Own Home - Parent/Family Member - Rented Home - Rented Apt - Other _____ Rent/Mtg Amount _____

Were you on the Lease? _____ If not, who is the leaseholder? _____ Were you on the Deed? _____ If yes, under what name? _____

Name of Landlord _____ Phone _____ Email address _____

Circle one: Is your Landlord the: Owner of the property - Realtor - Family Member - Roommate - Property Manager - Other _____

PART II – EMPLOYMENT REFERENCES

Include a recent copy of an earnings statement to expedite processing

A. Employed by _____ Phone _____
 Dates of Employment: From: _____ To: _____ Position _____ Fax _____
 Monthly Gross Income _____ Address _____

B. Spouse Employed by _____ Phone _____
 Dates of Employment: From: _____ To: _____ Position _____ Fax _____
 Monthly Gross Income _____ Address _____

PART III – BANK REFERENCES

Include a recent copy of a bank statement to expedite processing

A. Bank Name _____ Checking Acct. # _____ Phone _____
 Address _____ Fax _____

B. Bank Name _____ Savings Acct. # _____ Phone _____
 Address _____ Fax _____

PART IV – CHARACTER REFERENCES (No Family Members)

1. Name _____ Home Phone _____
 Address _____ Business Phone _____
 Email Address _____ Cellular Phone _____

2. Name _____ Home Phone _____
 Address _____ Business Phone _____
 Email Address _____ Cellular Phone _____

3. Name _____ Home Phone _____
 Address _____ Business Phone _____
 Email Address _____ Cellular Phone _____

4. Name _____ Home Phone _____
 Address _____ Business Phone _____
 Email Address _____ Cellular Phone _____

Are you using a realtor? Yes _____ No _____ If yes: Realtor's name _____
 Email Address _____ Cellular Phone _____

Driver's License Number (Primary Applicant) _____ State Issued _____

Driver's License Number (Secondary Applicant) _____ State Issued _____

Make _____ Type _____ Year _____ License Plate No. _____

Make _____ Type _____ Year _____ License Plate No. _____

If this application is not legible or is not completely and accurately filled out, Associated Credit (and the Association) will not be liable or responsible for any inaccurate information in the investigation and related report (to the Association) caused by such omissions or illegibility.

By signing the applicant recognizes that the Association and Associated Credit will investigate the information supplied by the applicant, and a full disclosure of pertinent facts will be made to the Association. The investigation may be made of the applicant's character, general reputation, personal characteristics, credit standing, police arrest record and mode of living as applicable. This form is for the exclusive use of Associated Credit Reporting, Inc.

Applicant's Signature _____ Date _____ Spouse's Signature _____ Date _____

ASSOCIATED CREDIT REPORTING, INC.

Established 1985

4690 NW 103rd Avenue, Sunrise, Florida 33351
www.associatedcreditreporting.com

Phone: 754-216-0025
Toll Free: 800-676-7640
Fax: 954-635-2157
Toll Free Fax: 800-235-7185

AUTHORIZATION FORM

I/We hereby authorize **Associated Credit Reporting, Inc.** to obtain data to verify any and all information they request with regards to my/our Application for Occupancy, specifically the verification of my bank account(s), residential history, criminal record history, employment verification and character references.

I/We hereby waive any privileges I/we may have with respect to the said information in reference to its release to the aforesaid party. Information obtained for this report is to be released to the authorized party designated on the Application for Occupancy, for their exclusive use only. PLEASE INCLUDE COPY OF DRIVER'S LICENSE TO CONFIRM IDENTITY. If you do not have a driver's license, please include a copy of your Passport or current government issued identification card.

I/We acknowledge our rights as stated in the Fair Credit Report Act that I/we are entitled to a copy of the report upon proper written request and can dispute any inaccurate information for re-verification. I/We understand that Associated Credit Reporting, Inc. is not directly involved in the approval or denial of any applicant. The information received by Associated Credit Reporting, Inc. shall be held in strict confidence, protected as governed under the Fair Credit Reporting Act, and will never be released to any third party other than the designated recipient. I/We further understand that this is a non-refundable process.

By signing below, I/We further state the Application for Occupancy and Authorization Form were signed by me/us and was not originated with fraudulent intent by me/us or any other person and that the signature(s) below are my/our own proper legal signature. I/We certify (or declare) under penalty of perjury that I/We agree to the foregoing and; that all answers and information contained on the Application for Occupancy are true and correct and will hold Associated Credit Reporting, Inc. harmless from the result of the investigation.

(Applicant's Signature)

(Spouse's Signature)

(Applicant's Name Printed)

(Spouse's Name Printed)

(Date Signed)

(Date Signed)

Usnee Gardens Condominium

**THE FOLLOWING RULES AND CONDUCTS GUIDELINES ARE
INTENDED FOR ALL USNEE GARDENS RESIDENTS
(OWNERS, TENANTS AND GUESTS)**

They are designed for the purpose of promoting mutual respect amongst everyone and to increase the quality of life throughout our facilities.

1) SOCIAL BEHAVIOR IN THE BUILDING

All residents shall exercise extreme care about making noises or playing music which may disturb other residents. No resident shall play or allow to be played any musical instrument, radio, television, phonograph or similar items if the said instruments will disturb or annoy any other residents. If there is excessive noise after 11:00 P.M., call the police.

Seating facilities inside the breezeway encourages people to stay late at night. Lowering your voices after 9:00 PM is strongly recommended and will be appreciated by the nearby residents.

2) FREE ACCESS & SAFETY

The walkway, stairways, breezeway and catwalks shall not be used for any purpose other than egress from the Condominium and the apartments.

There is to be no sitting or running on the catwalks. No roller skates, skateboards, toys, bicycles or other such items are to be left on the catwalks or walkways.

Emergency Services and our insurers prohibit keeping objects that may obstruct traffic (carpets, decorative objects, dryers) on the access routes to all units and common areas reserved for traffic.

3) HAZARDOUS MATERIAL

In accordance with the Fire Department, it is strictly forbidden to store any inflammable or hazardous material anywhere on the premises (including lockers and workshop). This is also a restriction from our Insurance Company.

No electrical, gas operated or charcoal barbecues are permitted on the premises.

4) BUILDING APPEARANCE

No sheets, blankets, towels or the like shall be hung from the balcony or catwalk railings.

No aluminum foil, advertising materials or the like are allowed to be used as window coverings or displayed in the windows.

No signs of any kind shall be placed in or on windows, doors, balconies, terraces other surfaces except as approved in writing by the Association.

In order to maintain visual consistency for the Phase III, verandas (Florida rooms) should not be used as storage. Ladders, bicycles, clothes horse, trash or other objects that are stored should not be visible from outside.

5) GARBAGE DISPOSAL

a) Trash

All garbage must be placed in plastic bags, tied, closed and placed in the dumpster. No open bags are to be put down the trash chute.

All boxes must be dismantled and placed inside the dumpster and should never be put down the trash chute.

b) Recycling

Newspapers only can be placed in the green container for recycling purposes.

c) Disposal of bulky items

In accordance with the municipal regulations, bulky items (furniture, electrical appliances, etc.) must be placed next to the garbage room on the eve of the waste collection day for these objects.

A schedule of these dates is posted on the bulletin board in the breezeway.

Anyone who does not respect this law is liable to a substantial fine to the municipality.

6) LAUNDRY ROOM USAGE

Hours of operation are from 8:00 AM to 11:00 PM (last wash is at 9:45 PM)

When using washer or dryer, please wipe off tops of machines and clean the dryer filter after each use. Sweep floor, if necessary.

Report all malfunctions of machines to a member of the Board of Director between the hours of 9:00 AM to 5:00 PM (leave a note on the out of order machine).

Close the laundry room door and shut off the lights and fans upon leaving.

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7) WORKSHOP USAGE

The workshop and the tools it contains are to be used by the owners for temporary projects only. The tools are to be used only in our building.

Keys to the tool cabinet can be obtained from any Board member.

For any tool that is used outside the workshop, the tool registry is on the back of the door of the tool cabinet and should be filled.

We ask users to kindly ensure cleanliness after each use, in a promptly manner.

Except for bicycles, personal items are not to be stored in the workshop. Any item left there will be disposed of.

8) LOCKERS USAGE

Your locker area must be kept clean and must not overflow.

No items should be kept outside the lockers.

It is forbidden to store any inflammable or hazardous material in the locker.

9) CARD ROOM USAGE

The card room is at the disposal of residents who would like to arrange for private parties. To reserve the card room for an event, please send a request to a member of the Board of Directors.

Clean and replace all furniture after using the cardroom. No personal object should be stored on the cardroom and the furniture should not be used in your personal units.

10) PARKING AREA & VEHICULE

No commercial vehicles allowed – this includes all vehicles with any lettering or advertising, large trucks, vehicles with any commercial apparatus used for hauling materials or any vehicle which has any equipment that is not concealed within the vehicle.

No boats, trailers, buses, campers, mobile homes or motor homes are permitted on the condominium property.

No vehicle shall be parked in such a manner as to impede or prevent ready access to another parking space whether an assigned or guest space.

Each apartment is given one assigned parking space. No person had the right to park in someone else's assigned parking space without that person's written permission.

No vehicles are to be backed-in to any parking spaces.

No vehicle which cannot operate on its own power shall remain on the property for more than twenty-four (24) hours. Any vehicle with a flat tire (s) must have the tire(s) repaired/replaced within twenty-four (24) hours.

All vehicles must have a current, valid license plate.

No repairs of vehicles shall be made on the condominium property.

No motor vehicles are to be stored or warehoused on the property. Car washing might be done at the west end of the parking area. Hoses are available for such use.

Any vehicle that is in violation to the above listed rules is subject to towing at the vehicle owner's expense at any given time.

11) WIFI USAGE

The internet service access is reserved for the exclusive use of the residents of Usnee Gardens and their guests provided that their accounts are in good standing.

12) RIGHT TO ENTER A UNIT

The Association (or its Board members or agent) shall have the right to enter any unit at any reasonable hour for any purpose permitted by the Declaration of Condominium or State Statute. Except in the case of an emergency, such entry will only be made by pre-arrangement with the respective occupant of the unit.

13) BEHAVIOR IN PHASE III

a) ON THE SIDEWALKS

Bicycles, skateboards, roller skates and running are forbidden.

b) LAKES

Fishing, boating, toy boats, swimming are forbidden in the lakes.

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c) DRESS CODE

It is not permitted for men and women wearing swimming suits only to circulate on the sidewalks or at the Barbecue and Shuffleboard areas. It is mandatory to have more than just a towel on your shoulders.

d) AT THE POOL

- Rules posted at poolside must be adhered to.
- Comestible solids or liquids are not allowed except for water in plastic bottles.
- Shower is mandatory before entering the pool.
- Poolside chairs are for the owners' usage and reservation is not allowed. When space is limited, unit owners should provide chairs for their guests.
- No children in diapers or training pants are allowed in the pool. A small portable pool is available for toddlers.

e) ON THE LAWN

- Chairs, blankets, towels are not permitted on the lawn.
- Feeding birds and fishes on Phase property is not allowed.

f) CLUB HOUSE AND SHUFFLEBOARD

Guests under 18 years old are not allowed to use any Club House equipment or the Shuffleboard, unless accompanied by a parent or guardian.

14) AT THE BBQ

N.B.: Judicious use of the BBQ concerns everyone. It is necessary to think of others by restricting its number of use in a week. For example, three times a week would be reasonable.

- a)** Reservation of table is after 8:00 AM the day of the event using a tablecloth and a small stone supplied for this purpose. If the table is incomplete write down the number of persons. Tablecloth placed before 8:00 AM will be removed.
- b)** Thursday and Sunday evenings are reserved for Phase III owners and their cohabitating guests.
- c)** Unbreakable dishes and glasses are strongly recommended.

- d) Use personal garbage bags and drop them in the dumpster of your building.
- e) Do not throw food or liquid in the lake, on the grass or in the hedge.
- f) Avoid pouring sauce on your food while grilling.
- g) Clean BBQ grates, close valves and propane tank.
- h) Put chairs back to their place and clean the tables.
- i) Pull down and roll up curtains with care.
- j) Turn off the lights before leaving.
- k) Smoking is not allowed in the BBQ area

15) RULES ENFORCEMENT

For health reason and respect to non-smokers, it is highly recommended to abstain from smoking in all common area (pool, Club House, breezeway, catwalk etc.)

Communicating the rules of good behavior is the responsibility of each owner. This document should be kept in each unit and its content should be communicated to each new resident (new owner's tenants or visitors).

The enforcement of the rules of good behavior will be done by the Board Members of each building. When a breach of conduct is reported, it is the responsibility of the Board Members of the building of the concerned occupant to notify that person that he or she is breaking the rules of behavior and that he or she should behave appropriately.

Each owner who witnesses a breach of conduct is responsible to report the offence to one of the Board Member of his building. The nature of the breach of conduct, the identity of the offender, the moment it happened (or the frequency) shall be reported along with the identity of the reporting party and ask the Board Member to intervene.

These rules and Regulations may be modified, added to or repealed at any time by the Board of Directors, upon written notification to all owners.

Updated March 26, 2015

Approved by: Usnee Gardens Board of Directors