

**TRAK PROPERTY MANAGEMENT**  
751 Park of Commerce Drive Suite 116  
Boca Raton, FL 33487  
561-245-4444 OFFICE 561-245-4447 FAX

**IF YOU REQUIRE A CLOSING LESS THAN 14 DAYS  
FROM SUBMISSION OF APPLICATION,  
YOU MUST SUBMIT A COMPLETE APPLICATION  
AND ADD A SEPARATE RUSH FEE  
PAYABLE TO TRAK  
IN THE AMOUNT OF \$100.00  
IN ADDITION TO THE APPLICATION FEES.**

**PLEASE REVIEW THE CHECKLIST CAREFULLY PRIOR  
TO SUBMISSION.**

**APPLICATIONS WILL BE PROCESSED**

**MONDAY - FRIDAY**

**FROM**

**9:00 AM - 12:00 PM**

**IN THE ORDER THEY ARE RECEIVED**

**WARNING:** We are not authorized to change an owner's name in our system until we have received a Warranty Deed or copy of change from the Palm Beach Property Appraiser's website. If you do not provide this proof of change of ownership your bills will go to the previous owner and you may incur late fees, interest, and attorney fees

**WINDSONG CONDOMINIUM ASSOC., INC.**  
**APPLICATION FOR SALE/LEASE APPROVAL**

1. THIS APPLICATION MUST BE COMPLETED IN DETAIL BY THE PROPOSED BUYER OR LESSEE AND RETURNED TO:

**C/O TRAK PROPERTY MANAGEMENT**  
**751 Park of Commerce Drive Suite 116**  
**Boca Raton, FL 33487**  
**561-245-4444 OFFICE 561-245-4447 FAX**

**NO LEASING FOR ONE YEAR FROM TRANSFER OF TITLE.**

2. PLEASE ATTACH A COPY OF THE SALES CONTRACT OR LEASE AGREEMENT.
3. PLEASE ATTACH A COPY OF DRIVERS LICENSE FOR ALL APPLICANTS.
4. PLEASE ATTACH THE FOLLOWING CHECKS:
- I. A NON-REFUNDABLE APPLICATION FEE OF \$100.00 PER APPLICANT (A MARRIED COUPLE IS ONE APPLICANT) PAYABLE TO WINDSONG CONDOMINIUM.
  - II. A NON-REFUNDABLE PROCESSING FEE OF \$100.00 PER PERSON TO TRAK PROPERTY MANAGEMENT.
  - III. FOR LEASES ONLY --A REFUNDABLE MOVE IN/MOVE OUT SECURITY DEPOSIT IN THE AMOUNT OF \$1,000.00 PAYABLE TO WINDSONG CONDOMINIUM ASSOCIATION
5. LEASES CANNOT BE FOR LESS THAN TWELVE MONTHS AND A UNIT CANNOT BE LEASED MORE THAN ONE TIME PER YEAR.
6. AN INTERVIEW BY A REPRESENTATIVE OF THE ASSOCIATION IS REQUIRED. THIS WILL BE CONDUCTED AT A TIME & LOCATION SET BY THE ASSOCIATION.
7. WINDSONG IS A NO PET COMMUNITY.
8. THERE IS AN OCCUPANCY RESTRICTION OF NOT MORE THAN TWO PERSONS PER BEDROOM. (i.e. two bedroom house - 4 persons)
9. OWNERS MUST PROVIDE NEW BUYERS WITH A COPY OF THE DOCUMENTS FOR WINDSONG AND SIGNED PROOF OF THIS IS ATTACHED & MUST BE SIGNED.
- 
10. THIS COMPLETED APPLICATION MUST BE SUBMITTED TO THE ASSOCIATION OFFICE NO LATER THAN 30 DAYS PRIOR TO THE DESIRED DATE OF CLOSING OR MOVE IN.
- 
11. **IF YOU REQUIRE A CLOSING LESS THAN 14 DAYS FROM SUBMISSION OF APPLICATION, YOU MUST ADD A SEPARATE RUSH FEE PAYABLE TO TRAK IN THE AMOUNT OF \$100.00 IN ADDITION TO THE ABOVE.**

**REVISED JANUARY 2017**

## **ATTENTION**

If the property you are leasing or purchasing has a locked mailbox assigned to the property, please be advised that Property Management does not maintain mailbox keys, mailbox locks or the assignment of mailboxes to owners or tenants. If the seller or landlord does not supply you with a mailbox key, please contact the US Postal Service for instructions to replace the lock properly.

Thank You,  
Property Management

**HOMEOWNER & APPLICANT**  
**CONTACT INFORMATION FORM**

**REQUIRED:**

Homeowner's EMAIL: n/a  
(SELLER or LANDLORD)

**REQUIRED:**

Applicant's EMAIL: \_\_\_\_\_  
(BUYER or RENTER)

**REQUIRED for BUYERS ONLY:**

Would you like your mail sent to this address (to the home that you are purchasing)?

YES                      NO

If NO, then please provide the mailing address that you would like to receive your mail:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please note: It is YOUR responsibility to notify this office any time your mailing address changes so that you will continue to receive important letters and notices!!!

NOTE: Complete all questions and fill in all blanks. If any question is not answered or left blank, this application may be returned, not processed, and/or not approved. Print legibly or type all information. Missing information will cause delays. All information on this application will be verified.  
**PLEASE USE BLACK INK.**

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

**APPLICATION FOR OCCUPANCY**

Date \_\_\_\_\_ Association Name **WINDSONG AT BOCA DEL MAR CONDO**

NOTE: All information supplied is subject to verification. All telephone numbers must be able to be reached between 9-5 P.M.

Purchase \_\_\_\_\_ Lease 2 Apt \_\_\_\_\_ Bldg No \_\_\_\_\_ Property Address \_\_\_\_\_

Full Name \_\_\_\_\_ Date of Birth <sup>07</sup> \_\_\_\_\_ Social Security # \_\_\_\_\_

Single  Married  Separated  Divorced: How Long \_\_\_\_\_ Maiden Name \_\_\_\_\_

Have you ever been convicted of a crime \_\_\_\_\_ Date(s) \_\_\_\_\_ County/State Convicted In \_\_\_\_\_

Charge(s) \_\_\_\_\_

Spouse \_\_\_\_\_ Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

Maiden Name \_\_\_\_\_ Have you ever been convicted of a crime \_\_\_\_\_ Date(s) \_\_\_\_\_

County/State Convicted In \_\_\_\_\_ Charge(s) \_\_\_\_\_

No. of people who will occupy unit – Adults (over age 18)<sup>0</sup> \_\_\_\_\_ Description of Pets \_\_\_\_\_

Names and ages of others who will occupy unit \_\_\_\_\_

Applicant(s) Cellular Telephone Number \_\_\_\_\_ Applicant(s) Email Address <sup>r</sup> \_\_\_\_\_

In case of emergency notify \_\_\_\_\_ Address <sup>14</sup> \_\_\_\_\_ Phone \_\_\_\_\_

**PART I – RESIDENCE HISTORY**

\*PLEASE PRINT FULL ADDRESS, INCLUDING UNIT #, CITY, STATE & ZIP CODE\*

A. Present Address <sup>6500</sup> \_\_\_\_\_ Phone \_\_\_\_\_

Apt. or Condo Name \_\_\_\_\_ Tel# \_\_\_\_\_ Dates of Residency: From \_\_\_\_\_ To \_\_\_\_\_

Own Home  Parent/Family Member  Rented Home  Other (\_\_\_\_\_) Rent/Mtg Amount \_\_\_\_\_

Name of Landlord \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Mortgage Holder \_\_\_\_\_ Mortgage No. \_\_\_\_\_ Phone \_\_\_\_\_

B. Previous Address \_\_\_\_\_ Phone \_\_\_\_\_

Apt. or Condo Name \_\_\_\_\_ Tel# \_\_\_\_\_ Dates of Residency: From \_\_\_\_\_ To \_\_\_\_\_

Own Home  Parent/Family Member  Rented Home  Other (\_\_\_\_\_) Rent/Mtg Amount \_\_\_\_\_

Name of Landlord \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Mortgage Holder \_\_\_\_\_ Mortgage No. \_\_\_\_\_ Phone \_\_\_\_\_

C. Previous Address \_\_\_\_\_ Phone \_\_\_\_\_

Apt. or Condo Name \_\_\_\_\_ Tel# \_\_\_\_\_ Dates of Residency: From \_\_\_\_\_ To \_\_\_\_\_

Own Home  Parent/Family Member  Rented Home  Other (\_\_\_\_\_) Rent/Mtg Amount \_\_\_\_\_

Name of Landlord \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Mortgage Holder \_\_\_\_\_ Mortgage No. \_\_\_\_\_ Phone \_\_\_\_\_

**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 <sup>240</sup> \_\_\_\_\_ Fax \_\_\_\_\_

**PART IV – CHARACTER REFERENCES (No Family Members)**

\*Please notify Character References that we will be contacting them to obtain a reference\*

- 1. Name \_\_\_\_\_ Home Phone \_\_\_\_\_  
Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_
  - 2. Name<sup>l</sup> \_\_\_\_\_ Home Phone \_\_\_\_\_  
Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
Email Address<sup>l</sup> \_\_\_\_\_ Cellular Phone \_\_\_\_\_
  - 3. Name<sup>c</sup> \_\_\_\_\_ Home Phone \_\_\_\_\_  
Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_
  - 4. Name \_\_\_\_\_ Home Phone \_\_\_\_\_  
Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_
- Driver's License Number (Primary Applicant) \_\_\_\_\_ State \_\_\_\_\_  
Driver's License Number (Secondary Applicant) \_\_\_\_\_ State \_\_\_\_\_  
Make \_\_\_\_\_ Type \_\_\_\_\_ Year <sup>2000</sup> \_\_\_\_\_ License Plate No \_\_\_\_\_  
Make \_\_\_\_\_ Type \_\_\_\_\_ Year \_\_\_\_\_ License Plate No \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Spouse's Signature \_\_\_\_\_ Date \_\_\_\_\_







## APPLICANT CERTIFICATION

By my signature below, I hereby certify:

1. That I have received, read, and agree to abide by the Articles of Incorporation, By-Laws, Declaration of Covenants, and the Rules and Regulations of WINDSONG AT BOCA DEL MAR CONDOMINIUM ASSOCIATION, INC.
2. That all of the information contained in this application is true and complete.
3. That I understand and agree that false or misleading information given in this application constitutes grounds for rejection of this application and revocation of my right to reside on this property.
4. That I cannot occupy the premises without written authorization from the Association. In the event of unauthorized occupancy, this application will not be accepted for consideration until I vacate the unit completely and a Certificate of Approval for Residency is issued by the Association.
5. That the unit I occupy may not be leased or sub-leased for one-year after the sale of the unit. The unit cannot be leased or sub-leased without the written approval of the Association.
6. That no person other than those shown on this application will reside in the unit.
7. That the processing fees are not refundable or contingent upon approval of this Application.
8. That the Association may not be able to provide an answer to this application for 2 to 4 weeks from the date that a completed application and all applicable fees are received by the Association.

08/25/2016

_____ Signature of Applicant	_____ Date	_____ Signature of Witness
_____ Signature of Applicant	_____ Date	_____ Signature of Witness

**ASSOCIATION  
APPLICATION FOR SALE/LEASE APPROVAL**

1. In making the foregoing application, I represent to the Board of Directors that the purpose for the purchase/leasing of a home in WINDSONG CONDOMINIUM INC. is as follows:
2. I hereby agree for myself and on behalf of all persons who may use the unit which I seek to Purchase/Lease:
  - a. I will abide by all of the restrictions contained in the By-Laws and Rules and Regulations, and restrictions which are or may in the future be imposed by WINDSONG CONDOMINIUM ASSOCIATION INC.
  - b. I understand that any violation of the terms, provisions, conditions, and covenants of WINDSONG CONDOMINIUM ASSOCIATION INC documents provides cause for immediate action as therein provided or termination of the leasehold under appropriate circumstances.
  - c. I have received a copy of the Rules & Regulations of WINDSONG CONDOMINIUM ASSOCIATION INC  
Initial \_\_\_\_\_
3. I understand that acceptance for occupancy of a home in WINDSONG CONDOMINIUM ASSOCIATION INC is conditioned upon the truth and accuracy of this application and upon the approval of the Board of Directors. Occupancy prior to approval is prohibited. Any misrepresentation or falsification of information of this application will result in automatic rejection of this application.
4. I understand that I will be advised by WINDSONG CONDOMINIUM ASSOCIATION within 30 days from the date of receipt of completed application and copy of sale/ lease for acceptance or denial of this application.
5. I understand that the Board of Directors of WINDSONG CONDOMINIUM ASSOCIATION 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 or their agents 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 of and their agents 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 WINDSONG CONDOMINIUM ASSOCIATION INC will be final. I agree to be governed by the determination of the Board of Directors.

APPLICANT \_\_\_\_\_

APPLICANT \_\_\_\_\_

AMENDMENT TO THE DECLARATION OF CONDOMINIUM  
WINDSONG AT BOCA DEL MAR CONDO ASSN, INC.

Section 18. Conveyances, Sales Rentals, Leases and Transfers

1. In order to insure a community of congenial residents and occupants and protect the value of the Units and to further the continuous harmonious development of the Condominium community, the sale, leasing, rental and transfer of Units, by and owner other than the Developer, shall be subject to the provisions contained herein. Notwithstanding anything to the contrary, no owner who purchases a unit, whether an existing owner in the community or a new owner may not rent, lease, sub-lease or allow guests to reside in that unit for a period of one (1) year from the dated of purchase, as evidenced by the deed to the property. This provision is incorporated into every lease/rental agreement entered into from the date of the recording of this amendment.  
*This provision was recorded, signed and witnessed by a Notary on the 28<sup>th</sup> day of October, 2009 in Palm Beach County, State of Florida.*

2. A unit may not be leased more than one (1) time per year. The term of the lease shall not be for less than twelve (12) months.

3. A refundable security deposit of \$1,000 must be given to the Association for any lease executed by the unit owner. Such security deposit will be offset by the Association for any damage to the common areas caused by tenants and/or their guests or invitees.

4. I understand that the acceptance for Purchase/Lease of my unit is conditioned upon the truth and accuracy of the application and upon the approval of the Board of Directors. Any misrepresentation or falsification of information of these forms will result in the automatic rejection of the application. Occupancy prior to Board approval is prohibited.

5. This Amendment hereby amends Article 9, Section B to the Declaration by adding Section 6 as follows:

The power to levy fines against a unit owner for the failure of the owner of the unit or its occupant, licensee, or invitee to comply with any provision of this Declaration, the Association By-Laws or the rules of the Association. The Association may levy reasonable fines, not to exceed \$100 per violation, against any member or any tenant, guest or invitee. A fine may be levied on the basis of each day of a continuing violation, with a single notice and opportunity for hearing, except that no such fine shall exceed \$1,000 in the aggregate. A fine or suspension may not be imposed without notice of at least 14 days to the person sought to be fined or suspended and an opportunity for a hearing before a committee of at least three members appointed by the Board who are not officers, directors or employees of the Association, or the spouse, parent, child, brother, sister of an officer, director, or employee. If the committee, by majority vote, does not approve a proposed fine or suspension, it may not be imposed.



# **WINDSONG AT BOCA DEL MAR CONDOMINIUM ASSOCIATION, INC.**

## **Definitions**

"Windsong" - shall mean Windsong at Boca Del Mar Condominium Association, Inc.

"Board" - shall mean the duly elected Board of Directors of Windsong.

"Townhouse" - shall mean Buildings D, F and G in Windsong.

## **RULES AND REGULATIONS**

### **TYPE OF COMMUNITY:**

Windsong at Boca Del Mar Condominium Association, Inc. ("Windsong") is a residential community. No unit of any kind shall be used in any manner whatsoever for non-residential purposes. No business of any type or kind whatsoever shall be permitted in any unit Windsong or any of the common properties.

### **COMMON PROPERTY:**

Catwalks, landings, staircases and stairwells are all common areas and, as such, must be kept free at all times of storage of any personal items of any sort, such as, but not limited to: bicycles, cartons, boxes, garbage bags and shopping carts. Each unit is limited to one plant arrangement, which must be kept viable and trimmed.

Supervision of children, when in the common areas, is required **AT ALL TIMES**. This is for their safety and welfare. Running on catwalks, playing on stairwells, playing with elevator controls or otherwise impeding the operation of elevators, playing in the parking lots, including but not limited to hockey, skating and skateboards, is strictly prohibited. Unsupervised use of the pool facility by children is not only prohibited, but is not in the best interest of the child. Adult occupants of each unit are responsible for the proper supervision of any child occupant and/or guest at all times.

### **CLUBHOUSE:**

The Clubhouse was constructed in 1995 as a meeting room for monthly Board meetings, annual membership meetings, for Windsong sponsored functions and for the use and enjoyment by residents and tenants. The Clubhouse is not available for functions where attendees will be solely persons other than Windsong residents and/or tenants.



The following standard will apply to all unit owners in use of the Clubhouse:

1. When the Clubhouse is being used solely by the unit owners of the Association, no fee will be charged.
2. When the Clubhouse is being used for an occasion or party by a member of the Association for the purpose of inviting guests (owners or non-residents) for a function, the Management Company is to be notified of the date. A conditional fee of \$300.00 will be charged and allocated as follows:
  - \$50.00 fee is non-refundable;
  - An inspection will be performed before and after the scheduled date and \$250.00 shall be returned to the ~~member providing the Clubhouse is not in need of cleanup~~ or repair of any kind, including but not limited to interior walls, furniture, carpet, kitchen and bathroom fixtures;
  - However, the \$250.00, or any portion thereof, will be used for any repair(s) and/or replacement(s) deemed necessary. The remainder (if any) will be refunded to the unit owner;
  - If in the event the repair and/or replacement exceeds \$250.00, the unit owner will be charged this additional cost for restoration.
3. When a unit owner is utilizing the Clubhouse with owners and/or non-owners and where food and drink are brought into the Clubhouse on a consistent basis, weekly, bi-weekly, or any consecutive amount of days within a month, a conditional fee of \$300.00 will be charged to the unit owner and held in escrow, of which \$50.00 is non-refundable. When the unit owner chooses to terminate the use of the Clubhouse, they will notify the Management Company in writing, indicating the last day of use and request a refund of the monies in escrow. An inspection will be made of the Clubhouse. The \$250.00 or any portion thereof shall be used for any repair(s) and/or replacement(s) deemed necessary. The remainder (if any) will be refunded to the unit owner, based upon the condition at the time of the inspection, and if no replacement or repair is needed, a refund of \$250.00 will be forwarded to the unit owner three (3) months after the date of the inspection. If in the event the repair and/or replacement exceeds \$250.00, the unit owner will be charged for this additional cost for restoration.

### **TENNIS COURT:**

The Tennis Court is to be used by the owners, tenants or their guests of Windsong. An owner or tenant must be present when their guests use the tennis court. The tennis court is to be used **ONLY** for the play of tennis. It is **NOT** to be used as a playground, skate boarding or as a roller blade area or for any other non-tennis activity.

## **POOL AREA:**

Use/Safety Rules dictate that glass containers are not permitted in the pool area at any time. Running, diving or jumping is prohibited. Diapered youngsters and/or untrained children may not enter the pool for obvious health/cleanliness reasons. After use of pool facility, replace furniture, close umbrellas and tightly close pool gates. Showering is a *must* before entering pool. Ashtrays must be used while smoking. No cigarettes should be put out on the pool deck.

- Each person who uses the pool does so at his or her own risk.
- All children must be supervised by an adult at all times when using pool facilities.
- No person may bring a raft, flotation device, plastic toy, ball, etc., ~~into the pool area.~~
- No person may reserve the pool or lounge chairs. Pool furniture must remain in the pool area.
- A gas BBQ grill has been installed for the use of Windsong residents. Briquettes **ARE NOT** to be used in the gas grill. Residents using the BBQ grill must clean the grill after each use.
- No alcohol beverage is allowed in the pool area at any time.
- All chaise lounges and chairs must be covered completely by towels.
- Cover-ups over swim wear and proper footwear must be worn to and from the pool area.
- Pool hours – **8:00 A.M. until dusk.**
- Pool Rules and Regulations are posted in the pool area and will be *strictly enforced.*

## **AUTOMOBILES:**

Backing into a parking space/area is PROHIBITED. Vehicle repairs or maintenance is not permitted, except in emergencies. Car washing, waxing or detailing is only permitted in the designated area between building B and C and not before 9:00 A.M. However, car washing, waxing, etc., is permitted in townhouse driveways. An electrical outlet has been installed at the base of the light pole in the wash area to accommodate vacuuming. All service vehicles are to be instructed to park in the designated area between buildings B and C.

Motor homes, motorcycles, paneled vehicles and boats are prohibited from parking on the property. **NO COMMERCIAL VEHICLE OWNED OR DRIVEN BY A UNIT OWNER SHALL BE PARKED ON THE CONDOMINIUM PROPERTY. NO VANS, TRUCKS (INCLUDING PICK-UP), RECREATIONAL VEHICLES NOR BOAT TRAILERS, CAMPERS OR LIKE VEHICLES SHALL BE LEFT OR STORED ON THE CONDOMINIUM PROPERTY.**



Owners parking: Backing into a parking space/driveway is prohibited. Condo owners/renters are to park only in assigned parking spaces. Use of other than a unit assigned parking space is permitted only with written permission of the designated condo owner and with written acknowledgement of such arrangement by the Board of Directors. One reserved parking space per condo unit owner or renter is assigned. If there is more than one (1) car in a household, any vacant "guest" parking spot must be used. ***Parking on grassy areas is strictly prohibited, both in the condominium and townhouse areas.*** Parking in front of condominium building is not permitted, except for loading and unloading vehicles, following which said vehicle must be moved immediately.

~~There will be no street parking allowed on the Townhouse street between Townhouses D-101 and F-104. All cars must be parked either inside the garage, and/or in the driveway of each Townhouse, or in a valid Guest parking space. Cars parked in the street may be ticketed and/or towed at owner's expense.~~

Handicap spaces are clearly marked and intended to be used only as a ***temporary*** handicap parking space. No one is allowed to use a handicap space as a permanent parking space. An authorized handicap permit must be displayed at all times when using a handicap parking space. Use of the handicap space not in compliance with city, county and state laws may result in a fine and/or towing from the space. All fines and expenses will be at violator's expense.

### **HOUSEHOLD GARBAGE:**

Household garbage is to be disposed of in tightly bound/tied plastic bags. No food garbage is to be left on the floor or outside of the garbage rooms. Food garbage must be put into the dumpsters. All food garbage is to be promptly disposed of. Boxes and/or cardboard must be cut flat and placed in the dumpster. Garbage bags and/or cartons outside of unit doors or in garbage disposal rooms are **NOT** permitted.

### **PETS:**

Any pet obtained and acknowledged by the Board prior to March 16, 1992 is permitted. No pet obtained or replaced after March 16, 1992 is permitted by an owner, guest or lessee. Leases commencing after March 16, 1992 and/or resale applications after March 16, 1992 cannot be approved if a pet is to occupy a residential unit at Windsong. Approved pets are to be leashed, under control and in the company of its owner at all times when on common areas. **PETS SHALL NOT BE CURBED ON THE COMMON AREAS.** Immediate use of a pooper-scooper is required; proper disposal of debris in a tightly bound plastic bag when an approved pet is curbed anywhere in Boca Del Mar is required. All pets (dogs and cats) are equally subject to these rules.

## **CONDUCT OF RESIDENTS AND GUESTS:**

No owner or renter may make or allow any disturbance of any kind in any unit whether made by the owner, family and friends of the owner or the owner's guests at any time of the day or evening. No owner or renter may do or permit anything to be done by any person that will interfere with the rights, conduct or convenience of other unit owners.

## **EXTERIOR UNIT APPEARANCE:**

- The exterior of each unit shall be retained as originally constructed and painted. All screen doors and shutters shall be standardized as to the color and type.
- Placement of signs (such as "FOR SALE", "FOR RENT", or "GARAGE SALE") on any unit or building area is prohibited.
- Hanging or drying of laundry is not permitted on balconies.
- Bulletin boards are to be used **ONLY** by the Board of Directors.
- Barbecuing is not allowed in the building, on covered balconies of condominiums or covered patios of townhouses.
- Plantings, removals or other infringements upon the common properties are prohibited, unless approved by the Board.

## **ATTIRE:**

Except in an emergency, improperly attired individuals are not allowed in any common area. Improperly attired shall mean *barefoot, topless, wearing sleeping attire (such as pajamas) or wearing a bathing suit without cover-up outside the pool area.*

## **SELLING OR LEASING UNITS:**

All new prospective owners or lessees must submit necessary documentation to our management company prior to any new occupants taking possession of any unit. The Board must interview and approve all new residents. Any new person resident in any unit (owner or leased) not listed on the original documentation must be interviewed and receive written approval by the Board. Renters may not sublet or assign a part of their lease. Disagreements and violations will be presented to, heard by, and determined with finality by the Board.

## **REPAIRS OR ALTERATIONS OF UNITS:**

No owner or resident shall make any alterations or replacements to any unit or the exterior of any unit without written consent of the Management Company and/or the Architectural Review Committee of the Board. This shall include, but is not limited to, exterior doors, air conditioning equipment, water, gas and electrical or plumbing utilities.

Details of the "Declaration of Condominium" dated March 19, 1981 can be obtained by contacting our Management Company office.



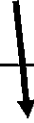
**Windsong at Boca del Mar:**

- No Pets Permitted
- No MOTORCYCLES, TRUCKS, VANS, PODS, BOATS, AND CAMPERS
- No Renting for the First Year of Ownership
- Renting: Owners are Required to place a \$1000.00 common area deposit with Management Office upon receipt of the fully completed application. The security deposit is held in escrow for the duration of time that the tenant resides in the unit and it is refunded to the unit owner upon request.
- In person interview required for approval

**Make sure you review all documents before clicking "FINISH & SUBMIT ELECTRONICALLY"**

Initials: \_\_\_\_\_

DRIVERS LICENSE BELOW:



ATTACH BELOW THE COMPLETE DULY SIGNED LEASE OR PURCHASE AGREEMENT





*Windsong at Boca Del Mar Condominium Association*

Dated \_\_\_\_\_

To the owner:

Please be advised the following policy regarding monthly maintenance payments: -

Monthly maintenance must be paid on the 1<sup>st</sup> of each month. On the 11<sup>th</sup> day of the month if we do not receive payment, you will receive a late letter and be charged a non-refundable Late Fee of \$25.00.

You will have (7) seven business days, from the date of the late letter to pay your maintenance.

If not received within a 7-day period your file will be sent to our Attorney for collection which may result in a lien on your property. You will be subject to late fees, as well as legal fees.

I understand and agree to this provision.

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Owner Signature

---

Owner Print Name

---

Owner Signature

---

Owner Print Name

---

Association Representative