

# Snug Harbor Lakes Condominium Association Inc

A Not-for-Profit Corporation

An Adult 55+ Community

7645 Kyak Court  
Micco, FL 32976  
772.663.5832

kyakcourt7645@att.net  
www.snugharbor1.com

## APPLICATION FOR RESALE/PURCHASE APPROVAL

### SELLER TO COMPLETE

1. The following page(s) must be completed in detail by the seller(s). The entire application for both the seller and buyer must be completed and returned along with the contract.
2. If all questions are not answered, the application will be returned and it will be noted that the application is incomplete and will not be processed.
3. Please **attach a non-refundable processing fee for \$75.00** with this application, made payable to Snug Harbor Lakes Condominium Association.
4. The completed application must be submitted to the association office **at least 30 days prior to the expected closing date.**
5. Seller must supply the association office with the expected closing date. (Contract)
6. All applicants must make themselves available for a personal interview prior to final approval. **OCCUPANCY PRIOR TO CLOSING IS PROHIBITED.**
7. The SELLER (current owner) shall provide the PURCHASER with a HARD copy of all condominium documents. If the SELLER does not have in home, the SELLER must purchase the documents from the office for a charge of **\$100.00**. Documents are to remain in home from one owner to the next.
8. SELLER **MUST** turn in all clubhouse keys and passes to the OFFICE before the final closing date.
9. OCCUPANCY REGULATIONS:

|                           |                                 |
|---------------------------|---------------------------------|
| ONE BEDROOM UNIT          | NO MORE THAN TWO (2) OCCUPANTS  |
| TWO or THREE BEDROOM UNIT | NO MORE THAN FOUR (4) OCCUPANTS |

SELLER SIGNATURE \_\_\_\_\_

SELLER SIGNATURE \_\_\_\_\_

# Snug Harbor Lakes Condominium Association Inc

## APPLICATION FOR RESALE/PURCHASE AGREEMENT

### SELLER TO COMPLETE

### SELLER'S INFORMATION

|   |              |                                |
|---|--------------|--------------------------------|
| <b>DATE:</b>                                | <b>UNIT:</b> | <b>CLOSING DATE:</b>           |
| <b>SELLER'S NAME:</b>                       |              | <b>TELEPHONE NO:</b>           |
| <b>EMAIL ADDRESS:</b>                       |              | <b>CELL PHONE NO:</b>          |
| <b>UNIT ADDRESS:</b>                        |              | <b>ADDRESS HERE:</b>           |
| <b>SELLER'S PRESENT/FORWARDING ADDRESS:</b> |              | <b>ADDRESS HERE:</b>           |
| <b>NAME OF REAL ESTATE COMPANY:</b>         |              | <b>REAL ESTATE NAME HERE:</b>  |
| <b>REAL ESTATE AGENT NAME:</b>              |              | <b>AGENT INFORMATION HERE:</b> |
| <b>REAL ESTATE AGENT CONTACT NO:</b>        |              | <b>AGENT CONTACT NO:</b>       |

# Snug Harbor Lakes Condominium Association Inc

## APPLICATION FOR RESALE/PURCHASE AGREEMENT

### BUYER TO COMPLETE

#### NAME OF PROPOSED BUYER(S) as it appears on TITLE

|                     |                     |
|---------------------|---------------------|
| Name: (BUYER NO. 1) | Name: (BUYER NO. 2) |
| BIRTHDATE:          | BIRTHDATE:          |
| TELEPHONE:          | TELEPHONE:          |
| CELL PHONE:         | CELL PHONE:         |
| EMAIL ADDRESS:      | PRESENT ADDRESS:    |
| BUYER 1:            |                     |
| BUYER 2:            |                     |

#### BUYER(S) INFORMATION REQUIRED FOR PURCHASE OF UNIT

|   |  |
|---|--|
| STATE WHERE VEHICLE IS REGISTERED:              | STATE WHERE VEHICLE IS REGISTERED:           |
| VEHICLE #1 ISSUED TO:                           | VEHICLE #2 ISSUED TO:                        |
| TAG NO:   | TAG NO:                                      |
| DRIVERS LICENSE NO. (MUST HAVE COPY ON FILE)    | DRIVERS LICENSE NO. (MUST HAVE COPY ON FILE) |
| STATE, R.V. OR TRAVEL TRAILER REGISTERED WHERE: | TAG NO. OF RECREATION VEHICLE:               |
| EMERGENCY CONTACT PERSON:                       | TELEPHONE NO:                                |

#### OTHER PERSONS WHO WILL OCCUPY UNIT WITH YOU

|       |      |               |
|-------|------|---------------|
| NAME: | AGE: | RELATIONSHIP: |
| NAME: | AGE: | RELATIONSHIP: |

# Snug Harbor Lakes Condominium Association Inc

## APPLICATION FOR RESALE/PURCHASE AGREEMENT

### BUYER TO COMPLETE

#### PETS

There is a weight restriction on dogs. Only dogs up to 20 lbs. will be permitted in this community. You are limited to two (2) pets per household. The only acceptable pets will be a dog(s) and/or cat (s). No reptiles will be permitted in this association. Dogs cannot be tethered and left outside without supervision. Feline animals (cats) must also be leashed outside with supervision. You cannot let your animals roam in the neighborhood, day or night.

|               |                |                             |                            |                              |
|---------------|----------------|-----------------------------|----------------------------|------------------------------|
| <b>Breed:</b> | <b>Weight:</b> | <b>Age:</b>                 | <b>State License No:</b>   | <b>Proof of Vaccination:</b> |
| <b>Color:</b> | <b>Height:</b> | <b>Photo-Attach Picture</b> | <b>Must Provide Copies</b> | <b>Must Provide Copies</b>   |
|               |                |                             |                            |                              |
| <b>Breed:</b> | <b>Weight:</b> | <b>Age:</b>                 | <b>State License No:</b>   | <b>Proof of Vaccination:</b> |
| <b>Color:</b> | <b>Height:</b> | <b>Photo-Attach Picture</b> | <b>Must Provide Copies</b> | <b>Must Provide Copies</b>   |

- Refer to Declaration of Condominium:
  - 7.3.2.1 Unattended Animal
  - 7.5.2.2 Leash Law
  - 7.5.2.3 Picking up feces after animal
- Revised Condominium Documents:
  - 7.5.1.3 Pets
  - 7.5.1.4 Pets

By signing below, I acknowledge that I have read and understand the pet rules and regulations:

BUYER SIGNATURE \_\_\_\_\_

BUYER SIGNATURE \_\_\_\_\_

Buyer acknowledges they have NO PETS by initialing here: \_\_\_\_\_

DATE \_\_\_\_\_ Buyer Buyer

# Snug Harbor Lakes Condominium Association Inc

## APPLICATION FOR RESALE/PURCHASE APPROVAL

### BUYER TO COMPLETE

1. In making the following application, I/we represent to the Board of Directors that the purpose for the purchase of a unit located in the SNUG HARBOR LAKES CONDOMINIUM ASSOCIATION is as follows:
2. I/we hereby agree for myself and on behalf of all persons who may use the proposed purchased that I/ we will abide by all the restrictions contained in the By-Laws, Rules and Regulations, Condominium Documents and restrictions which are or may in the future be imposed by the SNUG HARBOR LAKES CONDOMINIUM ASSOCIATION, INC., and/or the SNUG HARBOR MASTER BOARD ASSOCIATION, INC.

|                     |                    |               |
|---------------------|--------------------|---------------|
| Permanent Resident: | Seasonal Resident: | Rental/Lease: |
|---------------------|--------------------|---------------|

3. I/we have received a copy of all Condominium Documents and Rules and Regulations: YES \_\_\_ NO \_\_\_  
I/we understand it is the prior owner's responsibility to leave all Condominium By-Laws for the new buyers. If seller does not have the hard copy of documents they MUST be purchased by the seller for \$100.00. Documents are to stay with the home from owner to owner.
4. I/we understand that I/we will be advised by the Association within 30 days of this application and interview of their decision, either as accepted or denial. IF THIS APPLICATION IS ACCEPTED, I/WE WILL PROVIDE EVIDENCE/PROOF OF OWNERSHIP; i.e. water bill, electric bill, and a copy of the recorded DEED.
5. I/we understand that the acceptance for purchase of a unit in SNUG HARBOR 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 rejection of this application.

In making the foregoing application, I/we are aware that the decision of the SNUG HARBOR CONDOMINIUM ASSOCIATION will be final and no reason will be given for any action taken by the Board of Directors. I/we agree to be governed by the determination of the Board of Directors.

APPLICANT #1 \_\_\_\_\_ DATE \_\_\_\_\_

APPLICANT #2 \_\_\_\_\_ DATE \_\_\_\_\_

# Snug Harbor Lakes Condominium Association Inc

## APPLICATION FOR RESALE/PURCHASE APPROVAL

### BUYER TO COMPLETE

I/we \_\_\_\_\_, hereby acknowledge that I/we have received copies of all SNUG HARBOR LAKES CONDOMINIUM, ASSOCIATION, INC. documents and that I/we understand the following:

1. I/we are purchasing a unit in a "55" and older community.
2. I/we understand no minor children will be allowed to occupy the unit on a permanent basis (under 18 years of age) in SNUG HARBOR LAKES CONDOMINIUM ASSOCIATION (Refer to Declaration of Condominium documents, 7.4 entitled "Children").
3. I/we understand there are restrictions and rules regarding pets, pursuant to the Condominium Documents, Amended Section, 7.5.1.3 and 7.5.1.4 and the Declaration of Condominium Documents, 7.3.2.1; 7.5.2.2; 7.5.2.3.
4. I/we understand recreational vehicles (R.V./Travel Trailers) cannot be left in the driveway or carport. I/we understand the vehicle must be unloaded and then stored. It cannot be left on the street overnight. I/we understand arrangements must be made for storage of the vehicle. The vehicle cannot be parked on the common grounds in the condominium areas (not on the grass).
5. I/we understand it is our responsibility as a permanent resident or a part-time resident that I/we must keep our lawn manicured year-round.
6. I/we understand all guests staying longer than three days must be registered in the office.
7. I/we understand I/we are bound by all Florida Statutes 718, the By-Laws, rules and regulations of the associations.
8. I/we understand if I/we are renting our unit, all privileges to the amenities are transferred to the renter (Reference 718.106.4). Rental terms must be 3 months or more.

SIGNED: \_\_\_\_\_

SIGNED: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

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## WELCOME TO SNUG HARBOR

Snug Harbor Lakes Condominium Association unit owners are governed by the Association of Condominiums, the Florida State Statutes 718, and other rules and restrictions, which have been adopted by Snug Harbor Condominium and Snug Harbor Master Board. It is the owners' responsibility to maintain their units as required by the Declaration of Condominium documents, the Florida State Statutes, and to observe all adopted rules and regulations. Not everyone embraces rules even when they are for the common good of all owners. However, the State of Florida and the condominium by-laws and adoptions have been designed to protect the property values of the homeowners and uphold a high quality of life for all members.

Please refer to the most common asked questions regarding the rules, restrictions, and by-laws. This document does not excuse you from any other by-laws or Florida Statutes that you may need to refer to regarding the care of your unit or common grounds. It is your responsibility to familiarize yourself with any other information found in the condominium documents, adopted rules and restriction or Florida State Statutes:

1. **COMMUNITY**: This condominium association is a community association and you are buying into this community which is governed by its documents, rules, and regulations.
2. **SPEED LIMIT**: Speed Limit on all streets in this condominium association is **15 MPH**.
3. **OFFICE HOURS**: Office hours are Monday, Tuesday, Wednesday and Friday, from 9:00am to 1:30pm. The phone number for the office is 772-663-5832.
4. **MONTHLY ASSESSMENT PAYMENTS**: It is your responsibility to pay your assessments on time. The Association **DOES NOT** provide envelopes for assessments, and we do not send out monthly statements. The **current monthly assessment is \$50.00**.
5. **CONDO DOCUMENTS**: The previous owner **MUST** leave the SNUG HARBOR LAKES CONDOMINIUM ASSOCIATION, INC., DECLARATION OF CONDOMINIUM DOCUMENTS AND BY-LAWS. If you do not receive the declaration from the previous owner, you will have to purchase the copy from the office for **\$100.00**.
6. **ALL OWNERS PASSES**: SELLER MUST TURN IN THE RESIDENT PASSES (GREEN) AND CLUBHOUSE KEY(S) TO THE OFFICE BEFORE FINAL CLOSING. There is a \$20 fee for each KEY FOB if seller does not turn in KEY FOBS before closing. After your closing, new owners must go to the office for their FOBS. New owners must bring their closing papers as proof of ownership.
7. **LAKES**: The lakes are merely retention ponds, so there is no wading, swimming or boating permitted. Fishing is strictly catch and release. The fish in the retention ponds are not edible.

8. **SWALES**: This is the depression in your yard next to the road. This is part of the storm runoff drain system, and is controlled by the St. John's Water Management System. You are not permitted to change the swale in any way, or plant anything in this area. Parking is prohibited in the swale area.
9. **PARKING**: You are not allowed to park your vehicle overnight on the streets. Parking on common grounds grassy areas is prohibited. Temporary parking of a vehicle at the clubhouse must be approved by the office and a permit must be placed in the window of your vehicle.
10. **BOATS, RECREATION VEHICLES AND TRAILERS**: If you have a boat, recreational vehicle or trailer, you cannot store the vehicle on the streets. You are required to store your vehicle off the streets and never on the grassy common grounds. Storage is available in Snug Harbor Lakes for a **small fee, payable quarterly, of \$118.77**. Please get this information from the office.
11. **GUEST RECREATIONAL VEHICLES AND TRAILERS**: There is no free storage for your guests. Your guests must also pay a fee to store their recreational vehicles. You are not permitted to take your guests vehicles into the storage unit without first registering the vehicle with the office. Any vehicle that is not registered with the office will be towed.
12. **DOGS AND CATS**: Two dogs or two cats or one dog and one cat are all you are allowed to have in this community. Your dog cannot weight any more than 20 lbs. Both dogs and cats must be leashed when outside your home, and you cannot tether your animals and leave them outside without supervision. The animals must be registered on the forms provided, a photo, and copies of shots and state licensing must be given to the office for your file.
13. **GUESTS**: Guests visiting you for less than three (3) days, not using any of the common ground facilities do not need to be registered in the office. However, if your guests will be using the facilities, Guest passes will be required. See the office for REGISTRATION FORMS AND PASSES. Guests who will be staying with you more than three (3) days must register with the office. If your guests plan to use the common grounds (clubhouse, pool, bocce court, shuffleboard, tennis courts, horseshoes), you must also register your guests for guest passes. See the office for the GUEST REGISTRATION FORMS. **There is a deposit fee of \$5.00 for each pass (Cash Only)**. The deposit will be refunded if you return the passes within one (1) week after your guests depart.
14. **CHILDREN**: Children under the age of 18 years old may only stay a maximum of 30 days per year. They must also be registered with the office and have RECREATION PASSES to use the facilities. All children must be accompanied by you, the owner, to use the common ground facilities (pool, clubhouse and other amenities). If a child must be here longer than 30 days, you must report this to the office. You will be informed of the rules regarding this situation.



15. **RENTING A UNIT**: If you plan on renting your unit, your renters are bound by the rules, regulations, and By-Laws of SNUG HARBOR CONDOMINIUM ASSOCIATION (Rental Applications are available at the office or online at [www.snugharbor1.com](http://www.snugharbor1.com) under Condo Forms). Rental of your unit means you lose your privileges of using the facilities as long as you are renting your unit and not living in Snug Harbor Lakes (Reference FL State Statutes 718.106.4). You MUST turn in your key FOB into the office. Your key FOB will be placed in your personal file until further notice from you regarding the rental. The FOB will be returned when your rental expires, and you have resumed residence on the premises. After all paperwork and approval has been received, approved renters must register in the office and get a key FOB for the common ground amenities for a refundable fee of \$20.
16. **RENTERS**: Renters are bound by all the same By-Laws, Florida Statutes, Rules, and Restrictions. You cannot rent to anyone with children under the age of 18.
17. **CLUBHOUSE KEY FOB**: New Owners: It is your responsibility to get the key FOB from the office in the clubhouse after your closing. You must bring proof of ownership of your home. Previous owners MUST turn in their key FOB into the office BEFORE the final closing. There will be a \$20 fee at closing for each key FOB that is not returned. Previous owners no longer have rights or privileges to the facilities.
18. **MAILBOX KEYS**: It is your responsibility to get the mailbox keys from the previous owner. We do not have any keys to the mailboxes. Failure to get the keys must be straightened out at the Sebastian Main Post Office.
19. **RE-ENTRY PLACARD**: You must remember to make sure you get the RE-ENTRY PLACARD to SNUG HARBOR LAKES CONDOMINIUM ASSOCIATION. You will need this card to re-enter during STORMS and HURRICANES.
20. **YARD SALES**: **Yard Sales are Prohibited**. The roads in Snug Harbor are too narrow to allow yard sales. Moving sales may be permitted for one (1) weekend and must have a contract on the home. However, you must notify the office of your intentions of a moving sale.
21. **A.R.C.**: We have no interest in what you do inside your home. However, YOU CAN DO NOTHING TO THE OUTSIDE OF YOUR UNIT WITHOUT PRIOR APPROVAL BY THE A.R.C. Applications are available at the office and must be submitted and then approved before you can start any work on the outside of the home. The A.R.C. meets every Thursday at 10:00am to hear any applications received in the office by NOON ON TUESDAY.

22. **LATTICE**: Shall only be installed on carports attached to structures and as trash can blinders
- ... On carports, lattice cannot be any less than 12 inches from the ground.
  - ... The vertical height of lattice cannot exceed 5 feet; therefore the lattice cannot be more than 6 feet, 6 inches from the ground.
23. **FLAGPOLES**: Must be installed to Brevard County Codes and in accordance with the installation instructions adopted April 24, 2013.
- ... The A.R.C. has instruction on how to install a flagpole and is available to any homeowner in Snug Harbor Lakes Condominium Association.
24. **PAINTINGS**: All painting of houses, driveways, shutters, or carports must be approved by the A.R.C. and color samples must be provided. If a resident is painting shutters, driveways or houses the same color, they do not need approval from the A.R.C.
25. **GRASS**: Grass must be cut on a regular basis and must not be more than 6 inches high.
26. **PRESSURE CLEANING**: Houses must be pressure washed when needed. Letters will be sent to you by the A.R.C. if your unit becomes moldy and dirty. You will be notified that you must take care of the problem.
27. **RUST ON HOMES**: Rust buildup on homes, especially around the base of your home, detracts from the upkeep of your home. Homeowners will be notified by the A.R.C. if there is a significant rust problem, and the homeowner will be advised to clean the rust from their home. There are many products on the market to clean the rust from your home.
28. **SOD/GRASS**: Sod is the only thing permitted on the easement of your property. This also includes the swale area.
29. **LANDSCAPING**: Any change of your landscaping must be approved by the A.R.C.; example: removal of trees, shrubs.

Buyer 1 Initials: \_\_\_\_\_

Buyer 2 Initials: \_\_\_\_\_

# Snug Harbor Lakes Condominium Association Inc

## APPLICATION FOR RESALE/PURCHASE APPROVAL

### QUICK REFERENCE GUIDE

#### MOST OFTEN VIEWED DECLARATION OF DOCUMENTS

|  |           |                            |
|--|-----------|----------------------------|
| PAINTING OF UNIT.....  | REFERENCE | 3.2.3                      |
| IMPROVEMENTS<br>(Building walls; fence; screen room; etc)..... | REFERENCE | 7.1.6.1 (includes lattice) |
| CUTTING DOWN TREES.....  | REFERENCE | 7.2.5                      |
| LITTER/TRASH.....  | REFERENCE | 7.2.11                     |
| CLOTHES LINE.....  | REFERENCE | 7.2.10                     |
| SIGNS.....   | REFERENCE | 7.2.13.4                   |
| FENCE/WALLS.....   | REFERENCE | 7.2.14                     |
| UNATTENDED.....  | REFERENCE | 7.3.2.1                    |
| LEASH LAW.....   | REFERENCE | 7.5.2.2                    |
| PICK UP FECES AFTER DOG.....                                   | REFERENCE | 7.5.2.3                    |
| GARBAGE.....   | REFERENCE | 7.7                        |
| PARKING.....   | REFERENCE | 7.10                       |
| VEGETATION/GRASS.....  | REFERENCE | 7.12                       |
| FLORIDA ROOM/STORAGE/AC UNIT.....                              | REFERENCE | 7.2.8                      |
| SIDE YARD.....   | REFERENCE | 7.2.2.1                    |
| SPAS.....  | REFERENCE | 7.2.15.1                   |
| LANDSCAPING.....   | REFERENCE | 7.2.4                      |
| FOR SALE / RENT SIGNS (ONLY 2 SQ FT).....                      | REFERENCE | 7.2.13.4                   |
| PARKING IN STREET.....   | REFERENCE | 7.10                       |
| NUISANCES.....   | REFERENCE | 7.7                        |

FLAGPOLE: New ruling by A.R.C., 4/11/2013 ..... Available in Clubhouse

WEATHER STATIONS ON ROOF..... NO TALLER THAN THREE (3) FEET

#### ST. JOHN'S RIVER WATERING RESTRICTIONS:

- ... HOUSING ENDING IN ODD NUMBERS.....WEDNESDAY and SATURDAY
- ... HOUSING ENDING IN EVEN NUMBERS....THURSDAY and SUNDAY
- ... YOU CANNOT WATER BETWEEN THE HOURS OF 10am and 4pm
- ... WATER NO LONGER THAN ONE (1) HOUR PER ZONE
- ... RESTRICTIONS ALSO APPLY TO PRIVATE WELLS AND PUMPS