

# CENTURY PARK CONDOMINIUM No. 2 ASSOCIATION, INC.

C/o GABLES PROFESSIONAL MANAGEMENT CO.

3934 SW 8<sup>th</sup> Street • Suite # 303 • Coral Gables, FL 33134 • PH (305) 441-0904 • FAX (305) 441-7982

## PURCHASE APPLICATION

Date: \_\_\_\_\_

\_\_\_\_\_  
Name of Applicant(s) individual(s) who will sign contract

\_\_\_\_\_  
Address of the Property at Century Park 2

### **PLEASE READ CAREFULLY**

Gables Professional is the Management Company for the "Association" where you are applying for residency. All information with regards to sales, transfers and leases of a unit is processed once the completed application and all necessary documentation is received. **The outcome of the screening is reported to the Board of Directors of the Association who will conduct interviews and is solely responsible for the final approval or denial. THIS IS TO INFORM YOU OF THE PROCEDURE FOR PROCESSING APPLICATIONS FOR PURCHASE SO THAT YOU CAN PLAN ACCORDINGLY.** We strive to provide accurate and timely screening information to your association, and your cooperation in submitting complete information is imperative to the timeliness of this process. **This application will be not process unless the following items are attached.** Applications cannot be "RUSHED" due to the necessary steps required to process each application

**◀ OCCUPANCY IS LIMITED TO THOSE NAMES THAT APPEAR ON THE APPLICATION ▶**  
**OCCUPANCY PRIOR TO FINAL APPROVAL IS PROHIBITED**  
**IMCOMPLETE APPLICATIONS ARE NOT ACCEPTABLE**

**The following items must be attached for the application to be processed:**

- a. Money Order Only payable to: **GABLES PROFESSIONAL MANAGEMENT CO. in the amount of: \$100.00** (Application, Screening & Processing fee). **Additional \$100.00** per applicant over 18 years old who is not a member of the co-applicants immediate family (Spouse & Children). **(No personal checks are accepted), NON- REFUNDABLE** \_\_\_\_\_
- b. Completed Purchase Application (**5 pgs.**), and Association's R&R and/ or Addendums.
- c. Copy of Driver's License or other valid photo Id / **Foreigners** (Passport with visa) – **for anyone 18+ years.** (Please provide each photo ID on a different sheet of paper) Clear pictures are required.
- d. Copy of Vehicle Registration for each vehicle, up to the limit allowed in the Community's Rules & Regulations.
- e. Employment Letter and copies of the latest stub Payments **OR** in the event that the person is Self Employed or owns a Business; please provide proper Documentation of Business. / **Foreigners** must bring of a Legal Documents of your country.
- f. Current Reference Letter from previous Landlord or explanatory letter from applicant.
- g. Three (3) Letters of Recommendation from **Non-family members** living in United States listed on **pg. 4** of this application.
- h. Copy of Purchase Contract.
- i. Sign all Rules and Regulation & Addendum attached to this application.
- j. If any of these requirements is NOT APPLICABLE, please write N/A on the space and make an explanation letter to the BOD.

**APPLICATION PROCESS WILL NOT BE COMPLETED UNTIL ALL ASSESSMENTS ARE CURRENT**

I agree with the above \_\_\_\_\_  
Applicant Co-Applciant

**PLEASE ALLOW 20 BUSINESS DAYS TO PROCESS YOUR APPLICATION.** \_\_\_\_\_ (Initials)

**OFFICE USE ONLY**

RECEIVED BY \_\_\_\_\_ ON \_\_\_\_\_ DEADLINE: \_\_\_\_\_

# PURCHASE APPLICATION

Date: \_\_\_\_\_

Projected Sales Closing Date: \_\_\_\_\_

Owner's Name: \_\_\_\_\_ Unit Number: \_\_\_\_\_

Owner's Home Address (NOT of unit to be Purchase): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Owner's Phone #: \_\_\_\_\_ Owner's Office Phone #: \_\_\_\_\_

## BUYER(S) INFORMATION

NAME(s) of Proposed BUYER(s), as will appear on the TITLE - same as applicant(s):

1. \_\_\_\_\_ 2. \_\_\_\_\_

Total No. of Persons to occupy unit: \_\_\_\_\_

### NAME, AGE & RELATIONSHIP of ALL proposed occupants of the unit:

| NAME  | DATE OF BIRTH | RELATIONSHIP (Spouse & Children) |
|-------|---------------|----------------------------------|
| _____ | _____         | _____                            |
| _____ | _____         | _____                            |
| _____ | _____         | _____                            |
| _____ | _____         | _____                            |
| _____ | _____         | _____                            |

1. In making the foregoing application, I represent to the Board of Directors that the purpose of the purchase of this unit is for:  
PERMANENT SEASONAL OTHER  
RESIDENCE RESIDENCE RENTAL (EXPLAIN) \_\_\_\_\_

2. I hereby agree for myself and on behalf of all persons who may use the unit that I seek to purchase that we will abide by all the restrictions contained in the By-laws, Rules and Regulations, Association Documents and restrictions which are or may in the future be imposed by the Board of Directors of **Century Park II Condominium Association, Inc.** hereinafter referred to as "the Association".

3. I understand that I will be present when guests, relatives or children who are not residents occupy the unit.

4. I **Have** \_\_\_\_\_ **Have Not** \_\_\_\_\_ received a copy of all the Association's Documents and Rules and Regulations from the current owner.

5. I understand that the acceptance for purchase of a unit is conditioned upon the truth and accuracy of this application and upon the approval of the Board of Directors. **Occupancy prior to final approval is prohibited.**

6. I understand that the Board of Directors of the Association may cause an investigation of my background to be conducted as the Board may deem necessary. Accordingly, I specifically authorize the Board of Directors or Gables Professional Management, Co., as Agent, to make such investigation and agree that the information contained in this application may be used in such investigation. The Board of Directors and Officers of the Association or Gables Professional Management, Co, as Agent, 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.

In making the foregoing application, I am aware that the decision of the Board of Directors will be final and that no reason will be given for any action taken by the Board, I agree to be governed by the determination of the Board.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Co- Applicant

# APPLICANT(S) INFORMATION

**Applicant Name:** \_\_\_\_\_  
As will appear on Contract (Last) (First) (Middle)

Social Security No. \_\_\_\_\_ Date of Birth \_\_\_\_\_  
(Applicant) (Applicant)

**Co-Applicant Name:** \_\_\_\_\_  
As will appear on Contract (Last) (First) (Middle)

Social Security No. \_\_\_\_\_ Date of Birth \_\_\_\_\_  
(Co-Applicant) (Co-Applicant)

If Co-Applicant is NOT Spouse, specify relationship: \_\_\_\_\_

**Present Address (NOT the unit to be Purchase):** \_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City) (State) (Zip Code) (Home Phone)

**Present (or Previous) Landlord/Mortgage Company (NOT for the unit to be Purchase):**

Name: \_\_\_\_\_ Phone No: \_\_\_\_\_

In Case of Emergency, notify: \_\_\_\_\_ Phone No: \_\_\_\_\_

Vehicle 1, make, yr. and color: \_\_\_\_\_ Tag No: \_\_\_\_\_

Vehicle 2, make, yr. and color: \_\_\_\_\_ Tag No: \_\_\_\_\_

Vehicle 3, make, yr. and color: \_\_\_\_\_ Tag No: \_\_\_\_\_

## **EMPLOYMENT INFORMATION:**

\_\_\_\_\_  
(Applicant's Employer) (Employer's Address)

\_\_\_\_\_  
(Position) (Date Employed) (Employer's Phone No) (Verifiable Salary per Year)

\_\_\_\_\_  
(Co-Applicant's Employer) (Employer's Address)

\_\_\_\_\_  
(Position) (Date Employed) (Employer's Phone No) (Verifiable Salary per Year)

NAME, ADDRESS & PHONE NO. OF RELATIVE NOT LIVING WITH YOU: \_\_\_\_\_

HAVE YOU OR ANY PROPOSED OCCUPANT IN THIS APPLICATION EVER BEEN CONVICTED? \_\_\_\_\_ YES \_\_\_\_\_ NO

IF YES, PLEASE EXPLAIN: \_\_\_\_\_

BANK REFERENCE: \_\_\_\_\_

(Bank Name)

(Location)

(Type of Acct, checking, savings, other)

(Account No.)

(Phone No.)

(Date Opened)

**PET** (Please Provide a Proof of Vaccinations and Picture of your dogs with this application)

Name: \_\_\_\_\_ Description: \_\_\_\_\_  
(Breed, Color, Weight)

**CHARACTER REFERENCES (OTHER THAN RELATIVES) – 3 Reference Letters Required**

- 1. \_\_\_\_\_  
(Name) (Home Phone No) (Work Phone No)
- 2. \_\_\_\_\_  
(Name) (Home Phone No) (Work Phone No)
- 3. \_\_\_\_\_  
(Name) (Home Phone No) (Work Phone No)

Authorization is hereby granted to **Century Park 2 Condominium Association, Inc.** the Association, and Gables Professional Management Co., as Agent, to investigate all information supplied on this application. A full disclosure of pertinent facts and findings may be made to the Association or Gables Professional Management, Co, as Agent, who are also authorized to obtain a credit rating through a credit reporting agency.

Signature of Applicant

Signature of Co- Applicant

Date

Date

# AUTHORIZATION FOR RELEASE OF BANKING, RESIDENCE, EMPLOYMENT, CREDIT AND POLICE INFORMATION

I/We \_\_\_\_\_ hereby authorize the release of information to the Credit Reporting Agency and their Attorneys or Representatives, and to Gables Professional Management, Co., as Agent **concerning my Banking, Credit, Residence, Employment and Police Records** in reference to the application for housing with **Century Park Condominium No. 2 Association, Inc.**

I/We \_\_\_\_\_ understand that this information is to be used as part of an investigative consumer report/and or credit report. Furthermore, I/We hereby waive any privileges I/We may have with respect to the disclosure of said information to the aforementioned parties.

I/We are also authorizing the Management Company to furnish the Landlord with a Copy of the Credit and Police Reports.

(In compliance with the FAIR CREDIT REPORTING ACT, this notice is to inform you that the processing of this application includes but is not limited to making inquiries deemed necessary to verify the accuracy of the information herein, including procuring consumer reports from consumer reporting agencies, obtaining credit information from other credit institutions and criminal background checks from appropriate law enforcement agencies. You have the right to make a written request within a reasonable period of time to receive additional information about the nature of this investigation. The undersigned agrees that this application will remain the property of the apartment complex, landlord, Association or realtor regardless of whether application is approved or not.)

|                        |            |      |
|------------------------|------------|------|
| Signature of Applicant | Print Name | Date |
|------------------------|------------|------|

|                            |            |      |
|----------------------------|------------|------|
| Signature of Co- Applicant | Print Name | Date |
|----------------------------|------------|------|

**Other Proposed Adult (18+ years) Residents:**

|           |            |      |
|-----------|------------|------|
| Signature | Print Name | Date |
|-----------|------------|------|

|           |            |      |
|-----------|------------|------|
| Signature | Print Name | Date |
|-----------|------------|------|

|           |            |      |
|-----------|------------|------|
| Signature | Print Name | Date |
|-----------|------------|------|

|           |            |      |
|-----------|------------|------|
| Signature | Print Name | Date |
|-----------|------------|------|

# CENTURY PARK CONDOMINIUM No. 2 ASSOCIATION, INC.

Club House  
8950 W. Flagler Street  
Miami, Florida 33174

## Disclosure

CENTURY PARK Condominium No. 2 Association is governed by Association Documents comprising of Declaration of Condominium, Articles of Incorporation, Bylaws, and Rules & Regulation including Parking Policy. The Rules & Regulation may be amended by the Board of Directors from time to time to meet Community needs. The Rules and Regulations including Parking Policy will be strictly enforced.

All Community residents must adhere to the entire Declaration of Condominium and the following additional restrictions:

1- Each unit is entitle to two(2) parking decals which must be affix to the vehicle as per instructions from the association office personnel located at the Community Club House.

2- Residents vehicles with proper decal should be park at the unit assigned parking space and the 2<sup>nd</sup> vehicle at the space designated reserved throughout the community. Unauthorized Vehicles Park on designated and reserve parking space will be towed away without warning at owner's expense.

3- CENTURY PARK II is not a rental Community. Therefore, we urge all residents to become familiar with the Association Documents and adhere to all the restrictions listed in those Documents.

4- It is the Board of Directors duty to enforce the Declaration of Condominium, Rules and Regulation and policies.

Initials \_\_\_\_\_

5- The Association may Levy reasonable fines against a unit for the failure of the owner of the unit, or its occupant or invitee to comply with any provision of the Declaration, Bylaws or Rules of the Association.

The undersigned acknowledge receipt of this notice and will adhere to its contents.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Print: \_\_\_\_\_  
Seller / Lessor

Print: \_\_\_\_\_  
Purchaser / Lessee

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Print: \_\_\_\_\_  
Seller / Lessor

Print: \_\_\_\_\_  
Purchaser / Lessee

Date: \_\_\_\_\_

Date: \_\_\_\_\_