

# Villas de Golf Condominium Assoc.

## New Owner's Information Form

The following information is required by Villas de Golf prior to the scheduling of an on site interview. An interview is required before the necessary Certificate of Approval is provided to permit transfer of title. Association Rules and regulations require a personal interview with at least two Board members or by the Property Manager. Please note that the Association has thirty (30) days in which to approve a transfer of ownership, and approval is based on the information provide as well as the background and credit checks. Incomplete information will delay the interview process.

1. Unit # \_\_\_\_\_ Name and address of Current Owner(s)

\_\_\_\_\_

2. Name(s) of Buyer(s), in full, as stated on contract of sale(or deed, if inherited): address, telephone numbers and e-mail (optional):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. I have reviewed the Condominium Documents and the Rules and Regulations concerning the use of Association Facilities, especially relating to children, pets, maintenance fees, as well as those concerning the Common Areas and stated requirements for Board approval for certain alterations and replacements relating to the Unit. I note that no occupancy is permitted unless one person is 55 years of age or older and no one younger than 18 may be a permanent resident.

**BUYER INITIAL** \_\_\_\_\_

4. I am aware that my property may not be offered for rental during the first year of ownership and that any subsequent rental must be approved by the Board, and may be for no less than six (6) consecutive months, and only one such rental is permitted in a twelve (12) month period.

**BUYER INITIAL** \_\_\_\_\_

5. I am aware that an administrative charge of \$50.00 must be paid to Villas de Golf.

**BUYER INITIAL** \_\_\_\_\_

6. I am aware that a background and credit check is required for all buyers and that a check for the appropriate amount be made out to Villas de Golf.

**BUYER INITIAL** \_\_\_\_\_

7. Change of Ownership: Names, addresses, and telephone numbers of Realtor, Title Agency, and/or Attorney involved in this transaction:

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

8. Driver's license, birth certificate, or other proof of age will be required to be filed with this paper work. Anyone who stays longer than two weeks is considered a resident. At least one resident must be 55 years of age or older.

**BUYER INITIAL** \_\_\_\_\_

9. A set of keys to the unit must be provided for emergency access. Car keys must be left for any vehicles left for two (2) weeks or longer.

10. Emergency contact(s): Name, address, phone number(s):

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

Signature of Proposed Owner(s):    Date: \_\_\_\_\_  
\_\_\_\_\_

Directors Present: \_\_\_\_\_

Date: Approved \_\_\_\_\_ Disapproved \_\_\_\_\_