

Venetia Gardens South Condominium Association

MILITARY APPLICANT

☐ YES ☐ NO

If yes you must
Provide Military ID

Request for Approval - Purchase

ALL of the following information must be submitted to the Board of Directors for consideration **BEFORE APPROVAL IS GRANTED** for the sale of your property.

- A \$100.00 (Varies per Country) non-refundable screening fee **PER APPLICANT** (husband and wife shall be considered to be one applicant with proof of marriage) (Varies per country) from the Prospective Tenant or Owner in the form of a Money Order or Cashier's Check only. Please make payable to "**Venetia Gardens South Condominium Association**". Personal checks or cash will not be accepted. **Call for details.**
- Request for Approval Cover Page (included in this packet)
- A copy of the fully executed "Application for Purchase" (included in this packet). Please note that if there are any questions not answered or left blank on the application, the application will be returned and not processed.
- A copy of the Authorization for Release of Banking, Residence, Employment, Credit, and Police Information (included in this packet)
- A copy of Receipt for Rules and Regulations (included in this packet)
- A complete copy of the fully executed Real Estate Sales Contract (which shall be expressly subject to the approval of the Association).
- Driver's License, Passports or Picture ID of **ALL** applicants and occupants over 16 years of age. If applicants reside outside of the United States the complete address is also needed.
- All Keys, gate cards, and "Rules and Regulations" are the responsibility of the landlord.

Applications must be submitted to the Board of Directors not less than **thirty (30) days** before the sale. Please note that **Occupancy prior to Approval is prohibited.**

Applications along with the above requested information must be mailed to:



Alton Madison Property Management
381 N. Krome Avenue, Suite 205
Homestead, FL 33030

INCOMPLETE APPLICATION PACKAGES WILL NOT BE ACCEPTED
NO FAXES WILL BE ACCEPTED AND / OR PROCESSED
ONLY ORIGINALS.

Please note that Alton Madison Property Management will not be able to RUSH the process. We ask that you not call us to request that the process be "rushed". We will reply to you and / or your Title Closing Company via U.S. Postal Service and we may also contact you via telephone when the application has been processed by the Board of Directors.

We appreciate your cooperation in complying with Venetia Gardens Governing Documents. If you should have any questions or concerns, please feel free to call Alton Madison Property Management at 305-247-5085 or you may email your questions or concerns to venetiagardens@altonmadison.com

Venetia Gardens South Condominium Association

REQUEST FOR APPROVAL OF PURCHASE COVER PAGE

The following information should be filled out by the **Prospective Buyer**. Please complete all parts of this page. Please mark "N/A" for all parts that are Non Applicable.

Current Property Owner's (Seller) Information

Name of Property Owner: _____

Property Address: _____ (Homestead, FL 33035)

Property Owners Mailing Address: _____

Venetia Gardens South Account #: _____ (if unknown, leave blank)

Property Owner's Phone #: _____

Realtor's Information (if applicable)

Name of Realtor: _____

Company Name: _____

Realtor's Phone #: _____

Mortgage Broker's Information (REQUIRED)

Name of Broker: _____

Company Name: _____

Broker's Phone #: _____

Prospective Buyer's Information

Prospective Buyer's Name(s) (as will appear on title): _____

Name, Age, and Relationship of ALL other family members that will occupy the Unit:

Prospective Buyer's Phone No: _____

***I am aware and have been advised that according to the Governing Documents, no unit may be leased until it has been owned by the unit owner for one year. Please refer to Exhibit A, Article 12 regarding all other requirements if the unit will be leased. In addition, I am purchasing this unit as:**

AS PERMANET

AS SEASONAL

FOR

OTHER

RESIDENCE _____

RESIDENCE _____

RENTAL (*) _____

EXPLAIN:

Applicant's Signature

Co-Applicant's Signature

Applicant's Name (Please Print)

Co-Applicant's Name (Please Print)

Venetia Gardens South Condominium Association

APPLICATION FOR SALE / RESIDENCY

Applicant: _____
(Last) (First) (Middle)

Date of Birth: _____ **Social Security No:** _____

Personal Description: _____
Ht. Wt. Hair Color Driver's License # State

Present Address (NOT the address you are moving to): _____
(Street) (Apt)

(City) (State) (Zip Code) (Home telephone) ☐ Own ☐ Rent (Since)

Landlord/Mortgage Co.: _____
(Name) (Address)

(City) (State) (Zip Code) (Telephone) ☐ Own ☐ Rent (Since)

Previous Address _____
(Street) (Apt)

(City) (State) (Zip Code) (Telephone) ☐ Own ☐ Rent (Since)

Landlord/Mortgage Co.: _____
(Name) (Address)

(City) (State) (Zip Code) (Telephone) ☐ Own ☐ Rent (Since)

Total Number of people to occupy premises: _____

In case of Emergency, notify: _____ **Telephone:** _____

Vehicle 1: _____ **Tag Number:** _____
Year Make Model Color

Vehicle 2: _____ **Tag Number:** _____
Year Make Model Color

Present Employer: _____
(Name) (Business Address)

(City) (State) (Zip Code) (Telephone) (Supervisor) (Monthly Income) (Since)

Previous Employer: _____
(Name) (Business Address)

(City) (State) (Zip Code) (Telephone) (Supervisor) (Monthly Income) (Since)

Venetia Gardens South Condominium Association

Co-Applicant: _____
(Last) (First) (Middle)

Date of Birth: _____ Social Security No.: _____

Is Co-Applicant spouse? ☐ Yes ☐ No Specify Relationship: _____

Co-Applicant's Present Employer: _____
(Name) (Business Address)

(City) (State) (Zip Code) (Telephone) (Supervisor) (Monthly Income) (Since)

Co-Applicant's Previous Employer: _____
(Name) (Business Address)

(City) (State) (Zip Code) (Telephone) (Supervisor) (Monthly Income) (Since)

Co-Applicant's

Description: _____
Hit. Wt. Hair Color Driver's License # State

Children: _____ Pets: _____
(How many and their ages) (Description and approximate weight)

Bank

Reference: _____
(Name) (Acct. #) (Phone #)

(Location) (City) (State)

Credit Card

Reference: _____
(Name) (Acct. # - Last 4 Numbers) (Phone #)

(Location) (City) (State)

Have you ever been arrested for a misdemeanor or felony? **Applicant** **Co-Applicant**

Explain: _____ ☐ Yes ☐ No ☐ Yes ☐ No

Have you ever been convicted for a misdemeanor or felony? **Applicant** **Co-Applicant**

Explain: _____ ☐ Yes ☐ No ☐ Yes ☐ No

CORRECTION INFORMATION - Applicant represents that all of the above statements are true and complete, and hereby, authorizes verification of the above information, references and credit records in addition to the foregoing, applicant(s) has paid to Venetia Gardens South Condominium Association the sum of \$100.00 (Varies per Country) as a non refundable fee for Association's costs and right of occupancy and or forfeiture of deposits and may constitute a criminal offense under the laws of this State. Furthermore, I understand that an investigative consumer report including information about my character, general reputation, personal characteristics, mode of living, and all public record information including criminal records may be made. I understand that a written request for the nature and scope of the investigation if made within a reasonable period of time may be made. I understand that misrepresentation of the above information will void my lease/rental agreement and be grounds for immediate eviction with loss of all deposits. I authorize verification of this information by the Landlord or his agent.

EQUAL CREDIT OPPORTUNITY ACT - The Federal ECOA prohibits from discriminating against credit applicants on the basis of sex or marital status. The Federal Agency which administers compliance with this law concerning this apartment community is Federal Trade Commission. 1718 Peachtree St. N.W. Room 10000, Atlanta, Georgia 30308

I HAVE READ AND AGREED TO THE PROVISIONS AS STATED.

Applicant's Signature

Date

Co-Applicant's Signature

Date

Venetia Gardens South Condominium Association

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

I (we) _____
Hereby authorize the release of information to the Credit Agency and their Attorneys or Representatives, and United Screening Services Inc, as Agents, concerning my banking, credit, residence, employment or police records in reference to this application for housing with Venetia Gardens South Condominium Association, hereinafter referred to as Condo.

I/we understand that the Board of Directors of the Condo may cause to be instituted such an investigation of my background as the Board may deem necessary. Accordingly, I specifically authorize the Board of Directors of the Condominium Association, or United Screening Services Inc, as agents to make such investigation and agree that the information contained in the attached application may be used in such investigation.

Furthermore, I/we release the Board of Directors and Officers of the Condominium Association, United Screening Services Inc, as Agent (to include: Employees, Officers, Directors, Brokers, Agents, and representatives of the foregoing) and all persons and firms providing or receiving information in this report, from any and all claims or liability which might arise from the release transmission, assembly, interpretation of information, denial or application or other adverse action.

Signature of Applicant

Date

Signature of Co-Applicant

Date

Venetia Gardens South Condominium Association

Receipt for Governing Documents, and Rules and Regulations

All new purchasers must receive a copy of the Governing Documents, and Rules and Regulations of the Association and sign the following receipt, acknowledging that they will abide by them. This receipt must be returned to

Venetia Gardens South Condominium Association, Inc
C/o Alton Madison Property Management
381 N. Krome Avenue, Suite 205
Homestead, FL 33030

I / we _____, am (are) in receipt of the Governing Documents, and Rules and Regulations of Venetia Gardens South Condominium Association, Inc and agree to abide by them or any future changes or additions to them.

I (we) will also familiarize myself (ourselves) with the Condominium Association documents, and agree to be bound by them as well, including any future amendments.

I (we) agree that the Rules and regulations will be shared with all members of our household.

I (we) understand that parents will be responsible for minor children, and that host families will be responsible for all guests

Unit address: _____

Date: _____

Name(s) Printed: _____

Signature(s): _____

Venetia Gardens South Condominium Association

VEHICLE DECAL & BARCODE APPLICATION

Account No: _____

❶ Property Address: _____

Please Check One: Owner ☐ Tenant ☐ If Tenant, Lease Expires ____/____/____

Homeowner's Information:

Last Name: _____ First Name: _____

Mailing Address: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ Email: _____

❷ Occupant(s) / Tenant Information – List Name(s) of All Living in Unit

Last Name: _____ First Name: _____ Age: _____

Last Name: _____ First Name: _____ Age: _____

Last Name: _____ First Name: _____ Age: _____

Last Name: _____ First Name: _____ Age: _____

Last Name: _____ First Name: _____ Age: _____

❸ **Primary phone and "Rollover" phone for Entrance Call Box Contacting You when Guests Arrive**

Phone 1: _____ - _____ - _____ Phone 2: _____ - _____ - _____

❹ VEHICLE #1

Barcode No _____ Decal No _____

Make: _____ Model: _____ Color: _____

Registration: _____ Insurance: _____ License Tag: _____

VEHICLE #2

Barcode No _____ Decal No _____

Make: _____ Model: _____ Color: _____

Registration: _____ Insurance: _____ License Tag: _____

VEHICLE #3

Barcode No _____ Decal No _____

Make: _____ Model: _____ Color: _____

Registration: _____ Insurance: _____ License Tag: _____



Make Money Order Payable to: "Venetia Gardens South"
BARCODES - \$8.00 per VEHICLE DECALS - \$5.00 per

*****Office Use ONLY*****

Money Order ☐ \$____.00 Approved Resident ☐ Current Lease ☐ Security Deposit ☐ \$0 Balance ☐

Photo ID ☐ Registration ☐ Insurance ☐ Vehicle Present ☐ Initials _____

VENETIA GARDENS SOUTH CONDOMINIUM ASSOCIATION, INC.

SUMMARY OF RULES & REGULATIONS

Professionally Managed by



381 Krome Avenue, Suite 205

Homestead FL 33030

Office 305-247-5085

Fax 305-247-8021

venetiagardens@altonmadison.com

PURPOSE OF THE ASSOCIATION

Welcome to Venetia Gardens South Condo Association (aka Gardens II). The general nature and objective of the Association shall be to promote and protect the peace, quiet, happiness and standards of living of persons residing in the complex, and to promote and protect the values of real estate; to represent the residents of Venetia Gardens South in matters of common interest which require organizational representation; to oversee such services, facilities and improvements as are deemed necessary by the Board of Directors for the benefit of the owners/tenants; to prescribe reasonable, uniform and nondiscriminatory rules and regulations; and to provide for enforcement thereof for the peaceful possession, proper use and quiet enjoyment of the owners/tenants; and to preserve and enhance the overall condition/amenities of Venetia Gardens South. The Association has the authority and power to enforce the provisions of the Condominium Documents, levy and collect assessments, and to adopt, promulgate and enforce rules and regulations governing the use of the Condominium Property. The Association maintains a website with pertinent information and forms for use by our owners which is www.VenetiaGardens2.com.

GENERAL RULES

The sidewalks, entrances, passages, vestibules, common stairways and elements shall not be obstructed or used for any purpose other than ingress and egress, to and from the premises.

No unit Owner/tenant shall (a) permit anything to fall from a window, balcony or door of the premises; or (b) sweep/ throw from the premises any dirt or other substance from a balcony.

Each unit within the complex is restricted to 'residential' use as a residence by the Owner or permitted occupant thereof.

No unit Owner/Tenant shall make or permit any disturbing noises in the building by himself or his family, visitors, agents, or licenses; or permit any conduct by such persons that will interfere with rights, comforts, and conveniences of other unit owners.

Residents (primarily children) are not permitted to play in the street or loiter in the community. Children are to be accompanied / supervised by an adult at all times when outside their unit.

There is to be no loud music from residential units or automobiles at any time and reasonable levels of music before 7 AM or after 10 PM (or as permitted by law)

No sign, advertisement, notice or other lettering shall be exhibited, displayed, inscribed, painted or affixed in, on or upon any part of the premises or exterior walls, terraces, porches or windows of the building which may be seen from the common areas. No awning, canopy, shutter or other projection shall be attached to or placed upon the outside walls or roof of the building or around any porch area. This includes "For Sale" and "For Lease" signs, which are not permitted to be displayed.

Any unit Owner/Tenant may display one (1) portable and removable United States flag.

The Association may retain a pass-key to all units. No unit owner or tenant shall alter any lock or install a new lock, without prior written consent of the Board.

The Pedestrian Entrance gate is to be closed at all times. Keys are available from Management.

No flammable, combustible, or explosive fluids, chemicals or substance, shall be kept in any unit or storage area, except such as required for normal household use.

There will be no major renovation of a second floor unit that will cause a noise disturbance to the neighboring unit or downstairs units at any time unless you obtain the express written consent of the association and applicable permits.

PETS

A maximum of 2 pets per unit not to exceed 50 lbs per animal is permitted. No pit bulls, venomous snakes or potbelly pigs.

All pets walked in the common areas of the association must be leashed. Leashes may not be in excess of (6') six feet in length.

A **pooper scooper rule** is in effect –pick up after your pet and respect your neighbors.

Any pet owner's privilege to have a pet reside in the Condominium shall be revoked if the pet creates a nuisance, in the sole discretion of the Board of the Association.

Registered Seeing Eye dogs shall not be governed by these restrictions.

PURCHASE/SALE & RENTALS/LEASES

No owner may sell, lease, give or otherwise transfer ownership of a unit or any interest therein in any manner without the prior written approval of the Association. The leasing/sale of units are restricted and/or controlled. All leases/sale contracts must be submitted to and approved by the Association prior to occupancy

No unit may be leased until it has been owned by the unit owner for at least one year (365 consecutive days). No unit may be leased by an owner who is in violation or default of any of the terms, conditions and covenants of the Declaration or who has not paid all assessments and monies due and owing to the Association.

Any/all leases shall be for a maximum of one year (month to month leases are not permitted)

The Association shall have 30 days after receipt of Intent to Lease or Sell and all required information to either approve or disapprove, for cause, any lease/sale application.

The Association has the right to require, as a condition of leasing, the depositing with the Association of a security deposit in the amount equivalent to one month's rent (two months if board permits owner to lease within 1st year of ownership)

Renters must be notified in advance that only one assigned parking space is provided.

Owners will be held responsible for the conduct and behavior of his/her tenants & guests at all times.

It will be the owner's responsibility to deliver all Rules & Regulations to tenants/buyers prior to execution of a lease/contract to sell and to deliver all of the Condominium

Documents originally provided to the transferor and the documents required under Florida Statute Section 718 are required to be provided to the buyer at time of contract to sell a unit. Copies may be obtained from the Management Company for US\$75.00 payable to "Venetia Gardens South".

Any lease/contract for sale not authorized pursuant to the Condominium docs shall be void unless subsequently approved by the Association.

TRASH REMOVAL / DISPOSAL

Trash is to be bagged, securely tied and placed in the central containers provided - not left at the front door at any time.

Receptacles are NOT to be used for disposal of furniture, appliances, carpeting, Christmas trees or any other large objects. Bulk Trash may be put out 24 hours prior to City of Homestead Bulk Pickup (please check schedule for your community at www.cityofhomestead.com)

COOKOUTS & BBQ GRILLS

No cooking / BBQ Grills shall be permitted

PERSONAL PROPERTY

Personal belongings (lawn furniture, towels, clothing, strollers, barbeques, etc.) are not to be placed at the front or rear entrance of any unit and should be stored inside the unit when not in use. Water hoses, if left connected to the spigot must be coiled neatly underneath the spigot.

Minimal lawn furniture (in presentable condition) may be kept on the rear patio or the front balcony (limited common element) which does not interfere with the comfort and / or convenience of others including landscape maintenance workers.

VEHICLES & PARKING

One (1) exclusive parking space shall be assigned (by the Developer) to the owner of each unit.

All vehicles must be maintained in good repair and equipped with appropriate working mufflers in order to maintain peace and quiet in the community. No vehicle which cannot operate on its own power shall remain on the property for more than (12) twelve hours. Absolutely no repairs are permitted to be performed on vehicles in the community unless for example a changing of a flat tire is required.

Up to Three (3) Parking Decals and Two (2) Transponders will be issued to owners and approved tenants as long as the unit owner's account is in good standing.

Tailgating / Piggy Backing through the front entrance gate is strictly prohibited and your vehicle may be subject to towing if you are caught doing so.

All vehicular traffic within the boundaries of Venetia Gardens will be governed by the Motor Vehicle

Laws of the State of Florida which will be enforced. A valid State Drivers License is required to operate any vehicle on our roads.

No crossing or running over the grass median is permitted. Violators will be legally responsible for the cost of repairs.

Speed Limit - The speed limit for all types of vehicles is 20 miles per hour and violations may be subject to a fine or other penalty.

There is to be no loud music emitted from vehicles within the community boundaries

Vehicles with a hitch or bike rack shall not be parked in such a manner that would cause the hitch or bike rack to protrude onto and/or cause an obstruction to a person's or vehicle's path of travel – a bike rack or hitch shall not extend into / over the sidewalk area from any vehicle so any passing pedestrian will be encumbered or damaged by the dangerous extension.

The association will sticker and / or tow vehicles with expired tags, no license plates, damaged “crash” vehicles (including vehicles with flat tires or have not moved per the rule noted above), alleged abandon vehicles, and for expiration of parking decals or not having a parking decal.

All owners and approved residents should obtain a transponder for access / entrance to the community.

TRUCKS, TRAILERS AND COMMERCIAL VEHICLES

No go-cart, motorized vehicle or motorbike, unless registered, insured, and operated by a licensed driver shall be used on the Condominium property.

Commercial and Recreational vehicles shall not be parked on Condominium property. “Commercial” vehicle shall mean any motor vehicle which has, in the sole discretion of the Board, an outward appearance of being used in connection with business (e.g. the vehicle displays work equipment to view, is a van with no side windows behind the front seat area, and/or is commercially lettered and/or displays a commercial or business logo).

No boat, boat trailer, camper, dune buggy, swamp buggy, off-road vehicle, trailer, bus, limousine, travel trailer or like vehicle shall be left or stored on the property under any circumstance.

LAKE

Fishing and swimming is prohibited. No float/raft, recreational or water equipment is allowed to be used in our lake waters.

POOL & CABANA

- Pool is for Venetia Gardens South **RESIDENTS ONLY**
- Trespassers will be Prosecuted to the Fullest Extent of the Law
- Proper Identification is Required
- Bathing Load is a Maximum of 30 Persons
- NO LIFEGUARD ON DUTY – SWIM AT YOUR OWN RISK
- The Association is NOT responsible for accidents, injuries, or personal property loss or damage

- Life Rings are for EMERGENCY USE ONLY
- Swimmers MUST Shower before entering the Pool
- Proper Swimming Attire is Required at all times
- NO Food, Drinks, or Glass Containers are permitted in the pool or on the pool deck
- NO Animals are permitted in the pool or on the pool deck
- NO Profane Language, Violent or Undesirable Behavior is Permitted
- NO bicycles, games, skateboards, or pool toys are allowed in the pool or on the pool deck
- Audio Equipment is permitted with headphones only
- NO swimming lessons are allowed in the pool or on the pool deck
- Children Under 18 MUST be accompanied and supervised at all times in the pool area by an adult
- Guests MUST be accompanied to the Pool by a Resident – Only 2 Guests are Permitted per Unit at any given time
- Residents are Responsible for the Actions of their Guests
- Persons with open sores or infectious diseases are not permitted in the water
- Persons suspected of being under the influence of drugs or alcohol are not permitted in the pool or pool deck
- **NO DIVING**

HURRICANE SHUTTERS

Only those original shutters provided by the Developer shall be permitted. Owners may submit application to install accordion shutters at their expense and limited only to those approved by the Association. Shutters shall be removed Nov 1 through May unless there are extenuating circumstances. Shutters shall only be put up if there is a Tropical Storm or Hurricane Warning and Shutters must be removed seventy two (72) hours after any tropical storm or hurricane passes this area.

A unit owner or tenant who plans to be absent during the hurricane season (June 1 to November 1) must prepare the unit prior to departure.

- a. Remove all furniture, plants and other objects from the exterior
- b. Install the provided hurricane shutters
- c. Designate a responsible firm or individual to care for the unit should the unit suffer damage and furnish the Association with the name/ phone of such firm/individual.

SATELLITE DISH INSTALLATION POLICY

No material alteration, addition or modification to a unit or modification or installation of electrical wiring, television antenna systems or connections, whether inside or outside the unit shall be made without prior written approval of the Association.

Installation of a satellite dish must first be approved in writing by the Management Company, cost to be borne by the Owner and any damage to the building to be corrected and billed to the Owner by the Association. Satellite Dish must be installed on fascia board (roof overhang) at the rear of unit only. Any exposed wires must be painted to match the building exterior. A deposit in the amount of \$250 will be required from all residents that wish to install satellite dishes