

# Boulevard Townhomes Association, Inc.

C/O Keystone Property Management Group  
780 US Highway 1, Ste 300  
Vero Beach, FL 32962  
Phone: 772-569-7928 Fax: 772-778-9273

## APPLICATION TO PURCHASE

### Purchase Application Checklist

Requirements for obtaining Board approval to purchase a unit at Boulevard Townhomes:

- Completed Application Form – Includes signed background check application(s) for each adult applicant
- Copy of the Purchase Agreement (Contract).
- Application Fee of \$100 payable to Boulevard Townhomes Association, Inc.
- Processing Fee of \$50 payable to Keystone Property Management
- Upon completion this form should be submitted to Keystone Property Management

**Application MUST BE submitted at least 15 days in advance of the proposed closing date to allow for processing.**

This completed application is submitted for consideration regarding my intention to purchase a unit at BOULEVARD TOWNHOMES ASSOCIATION, INC. I understand that a copy of the purchase agreement between Seller and Purchaser must be submitted with this application along with the \$100.00 (Check or Money Order only) Application, payable to Boulevard Townhomes, and the \$50.00 processing fee, payable to Keystone. I represent the following information to be true and complete. I consent that you make inquiry of me and my family relative to the information and references given here.

**NOTE: NO ONE IS TO OCCUPY ANY UNIT PRIOR TO RECEIPT OF BOARD APPROVAL**

Proposed Closing Date: \_\_\_\_\_

Current Owner's (Seller's) Name \_\_\_\_\_

Unit Address \_\_\_\_\_

Purchaser's Name \_\_\_\_\_

Co-Purchaser's Name \_\_\_\_\_

Current Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

**Purchaser's Business Affiliation (if retired, former business):**

Name of Business \_\_\_\_\_

Position \_\_\_\_\_

Address \_\_\_\_\_

**Boulevard Townhomes Association, Inc.**  
**APPLICATION TO PURCHASE (cont'd)**

**Personal References: (local residents, if possible)**

1. \_\_\_\_\_ Phone \_\_\_\_\_

2. \_\_\_\_\_ Phone \_\_\_\_\_

**Names of all other persons who will reside in the unit:**

Name \_\_\_\_\_

Name \_\_\_\_\_

**Vehicle(s):**

\_\_\_\_\_  
Make/Model License Number State of Issue

\_\_\_\_\_  
Make/Model License Number State of Issue

\_\_\_\_\_  
Make/Model License Number State of Issue

Lessee's License #: \_\_\_\_\_ State: \_\_\_\_\_ Spouse's License #: \_\_\_\_\_ State: \_\_\_\_\_

If this application is approved, I/We agree to abide by the rules and regulations and the Declaration of Covenants establishing BOULEVARD TOWNHOMES ASSOCIATION. A complete copy of the Townhome Rules has been provided to me/us by the seller or agent. I/We acknowledge that I/We have read the rules and accept the covenant it represents. I/We understand that the Board of Directors may take up to 15 days after receiving this application to complete action on this matter.

**All Adult Residents Must Sign this Application.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please sign below that you have received the following materials:**

1. Declaration of Covenants Signature \_\_\_\_\_ Date \_\_\_\_\_

2. Current Adopted Budget Signature \_\_\_\_\_ Date \_\_\_\_\_

3. Rules & Regulations Signature \_\_\_\_\_ Date \_\_\_\_\_

**Boulevard Townhomes Association, Inc.**  
**APPLICATION TO PURCHASE (cont'd)**

PET APPROVAL APPLICATION

Pets shall not be kept in units by owners, guests, or renters except when their period of occupancy exceeds three (3) months, with permission, in writing, of the Board of Directors. If your lease exceeds three months and you wish to obtain approval for keeping a household pet during that period, please complete the information requested below.

PET TYPE: (Circle) DOG, CAT, OTHER: \_\_\_\_\_

PET NAME: \_\_\_\_\_ BREED: \_\_\_\_\_ WEIGHT: \_\_\_\_\_

I/We understand and agree that the above pet will be kept on a leash whenever it is outside the unit but will not be leashed and left unattended outside the unit. Initial\_\_\_\_\_

I/We attest that this pet has had all the shots required for it to be licensed. Initial\_\_\_\_\_

I/We agree that sanitary disposal of pet excrement is the responsibility of every pet owner. I will not permit my pet to relieve itself on grass, planter areas, light posts, or other areas which people, walk, work or play. If the animal insists on stopping on those places, I will take whatever steps necessary to clean it up. I/We agree to abide by the rule governing picking up after my pet. If it is observed that this rule is not followed, I understand a fine will be issued to the tenant and/or owner of the property.

Initial\_\_\_\_\_

I/We acknowledge that State law prohibits pets inside the pool area, and I/We will not bring our pet inside the pool fence. Initial\_\_\_\_\_

\_\_\_\_\_  
Purchaser's Signature

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Name of Realty Company REPRESENTING OWNER: \_\_\_\_\_

\_\_\_\_\_  
Name of Salesperson REPRESENTING OWNER: \_\_\_\_\_

**Boulevard Townhomes Association, Inc.**  
**APPLICATION TO PURCHASE (cont'd)**

**Statement of Understanding and Responsibility between Boulevard Village  
purchaser/owner and The Boulevard Tennis Club, LLC.**

I have read and understand the Bylaws of The Master Covenants of The Boulevard Village and Tennis Club, owned by IR Tennis Group LP, and the Association Documents, which pertain to my unit, either The Boulevard Townhome Association or The Boulevard Villas Courtside Condominium Association.

I understand that as an owner, I must apply for and maintain a membership at The Tennis Club, a private tennis club owned by IR Tennis Group LP, which exists within the walls of The Boulevard Village community. I have read and understand that according to The Declaration of Master Covenants for the Boulevard Village in Article IX, Club Membership, that membership with the IR Tennis Group LP's Tennis Club is not optional. I have read and understand the Rules and Regulations associated with the membership at The Tennis Club, which I must abide by. I understand that there are Tennis Club dues, which are all part of the responsibility of every unit owner within the Boulevard Village. I understand that the IR Tennis Group LP membership is automatically renewed, and dues are payable on the first day of the first month of the start of each membership year, (currently October 1 through September 30). If the tennis club obligation is not paid on time, all late fee penalties apply until account is paid in full. All collection expenses, legal or otherwise are at the expense of the owner.

\_\_\_\_\_  
IR Tennis Group LP Representative

\_\_\_\_\_  
Boulevard Village Unit Purchaser/Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Please sign above and return to The Boulevard Tennis Club with the Application for Membership, which should have been provided to you through your real estate agent. A club representative must sign this form to acknowledge receipt of the Application for Membership. The form must then be returned with the application to purchase at the Boulevards.

**Boulevard Townhomes Association, Inc.**  
**APPLICATION TO PURCHASE (cont'd)**

**Statement of Understanding and Responsibility between Boulevard Village property owner and The Boulevard Village Associations, i.e. Boulevard Maintenance Association and Boulevard Townhome Association**

I have read and understand the Bylaws of The Master Covenants of The Boulevard Village and the Townhome Association Documents, which pertain to my unit in The Boulevard Townhome Association.

I understand that there are Association dues, which are part of the responsibility of every unit owner within the Boulevard Village and that they are due and payable the first day of each quarter of each year. New budgets are adopted in December of each year and payments are due the first day of January, April, June, and October. If the Association dues obligation is not paid on time, all late fee penalties apply until the account is up to date. All collection expenses, legal or otherwise, are at the expense of the owner.

I further understand that per the Declaration of Covenants Article VII, Section 12 no trucks or commercial vehicles shall be parked or stored on the property. Regarding parking, I understand that per Article VII, Section 13: No vehicles of any type shall be parked on any portion of the common areas, including roadways, or any portions of a Lot other than its driveway and garage.

All Owners and Permittees shall use at least one (1) space in their respective garages for the parking of a vehicle. No vehicles are to be parked on the roadways or common areas at any time. Any violation of these regulations may result in action by the Board up to, and including, fines.

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Boulevard Unit Purchaser/Owner      Date

Please sign above and return to Keystone Property Management with the Application for Association Membership, which should have been provided to you through your real estate agent.

**Boulevard Townhomes Association, Inc.  
APPLICATION TO PURCHASE (cont'd)**

**BACKGROUND CHECK CONSENT FORM**

1. Applicant's Name (please print): \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Current Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

2. Co-Applicant's Name (please print): \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Current Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Note: Convictions of misdemeanors or felony crimes DO NOT automatically drop off your record after a specified period of time. The court must be petitioned in order to have any conviction of a crime removed.

- |   |                              |                             |
|---|------------------------------|-----------------------------|
| 1. Have you EVER been convicted of a sex related crime?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. If yes, did the crime involve force of minors?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Have you EVER been convicted of a crime involving violence or threat of violence?                                  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. Have you EVER been convicted of a crime involving criminal activity in drugs or alcoholic beverages?               | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. Have you EVER been convicted of any other crime except a minor traffic violation? (Includes traffic crimes)        | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6. Have you been arrested in the last three years for a crime which there has not yet been an acquittal or dismissal? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

**I hereby authorize the Boulevard Townhomes Association, Inc. to check civil or criminal records and driving records, etc., to verify any statement on this form. I hereby release all persons, companies or corporations furnishing such information from liability and responsibility. I agree that a photographic copy or a telephonic facsimile of this document shall be valid for all purposes.**

I acknowledge reading and receiving this notice:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date



# REQUEST AUTHORIZATION FORM

**TenantReports.com**  
TENANT SCREENING SERVICES

For quickest results: Order & View Requests Online 24/7/365 @ TenantReports.com  
Toll Free Phone Support 855-244-2400 / Fax: 855-244-2401  
M-F 9am to 8pm EST & Sat 11am to 5pm  
Email support at: info@TenantReports.com

## **Applicant Information and Signature Release**

**PRINT CLEARLY - \*All fields are REQUIRED**

*(Note: Tenant requests are per applicant and not filed jointly per bureau compliance)*

\*Applicant Full Name: \_\_\_\_\_  
  First  Middle  Last

\*SSN#: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ \*DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_

\*Address: \_\_\_\_\_ APT # \_\_\_\_\_

\*City: \_\_\_\_\_ \*State: \_\_\_\_\_ \*Zip: \_\_\_\_\_

Former Address (if NOT at present address for 2 years):

\*Address: \_\_\_\_\_ \*APT # \_\_\_\_\_

\*City: \_\_\_\_\_ \*State: \_\_\_\_\_ \*Zip: \_\_\_\_\_

\*Monthly Income: \_\_\_\_\_

\*Proposed Monthly Rent: \_\_\_\_\_

Driver's License # (if requesting Driver's License History Report):  
\_\_\_\_\_

I authorize the named below to obtain a credit report, criminal report, and or eviction check, on me, through *TenantReports.com* for tenant screening purposes.

\*Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/20\_\_\_\_

**To Be Completed By TenantReports.com  
Client (Requestor) ONLY:**

\*Client ID # \_\_\_\_\_

\*Requested by \_\_\_\_\_  
  First  Last

\*Phone # \_\_\_\_\_

\*Reply Fax # \_\_\_\_\_

### \* Required Fields

Please "X" Requested Service(s)  :

Statewide Bundle.....

Nationwide Bundle.....

Background Bundle (No Credit Data).....

All Bundles include: Eviction record, criminal record, 50 state sex offender search, SSN# verification and address history. TransUnion credit report w/score or Tenant Score Card also included (except Background Bundle). Call for credit report details. Viewing/printing detailed reports available with approved onsite office inspection.

### Credit Reports w/score

TransUnion Credit Report.....

Experian Credit Report.....

Equifax Credit Report.....

\*Tenant Score Card.....

\*Pass/Fail Based on credit report findings and risk threshold established in Tenant Score Card set-up

Pre-Employment Credit Report.....

Canadian Report.....

Business Credit Report.....

(EIN#) \_\_\_\_\_

### Criminal Background

Statewide Criminal Check.....

Nationwide Criminal Check.....

County Criminal Check.....

(Specify County) \_\_\_\_\_

Global Criminal Check.....

Federal Criminal Record.....

(Specify Jurisdiction) \_\_\_\_\_

### Eviction Reports

Statewide Eviction.....

Nationwide Eviction.....

### Other Checks

SSN# Verification.....

Prev. Landlord Verification.....

Employment Verification.....

Driver's License History.....