



### **The Admiralty Check List**

- Lease / Resale Information Form
- Vehicle Registration Form
- Deed Page
- Pet Page ( Sales Only – renters may not have pets)
- Email Consent Form ( Sales Only )
- Disclosure Summary ( Sales Only )
- Voting Certificate ( Sales Only )
- Lease / Resale Contract
- Application Fee of \$100.00 payable to The Admiralty

**Please make sure when submitting your application all documents and fees are included.**

430 NW Lake Whitney Place, Port St. Lucie, FL 34986  
435 S. Yonge Street #3, Ormond Beach, FL 32174  
1410 Palm Coast Parkway NW, Palm Coast, FL 32137

Phone 772.871.0004 Fax 772.871.0005  
Phone 386.252.2661 Fax 386.673.4943  
Phone 386.239.1555 Fax 386.246.9271

[www.WatsonAssociationManagement.com](http://www.WatsonAssociationManagement.com)



# Association Management

## Lease / Resale Information Form

Property Address: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Active Military Service Member: \_\_\_\_\_ Yes \_\_\_\_\_ No

Co-Applicant Name: \_\_\_\_\_ Active Military Service Member: \_\_\_\_\_ Yes \_\_\_\_\_ No

Any other occupants? YES NO If yes, please list the name, age & relationship: \_\_\_\_\_

Present Address: \_\_\_\_\_  
(Street, City, State, & Zip)

Applicant Phone #: \_\_\_\_\_ Co-Applicant Phone #: \_\_\_\_\_

### Do you intend to:

- Live in the unit as a primary residence
- Maintain as a secondary residence
- Offer the unit as a rental unit

Please list the name & number of the nearest relative in case of an emergency:

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

- ◆ I/WE FULLY AUTHORIZE INVESTIGATION OF ALL ANSWERS AND REFERENCES GIVEN.
- ◆ I/WE HEREBY AGREE TO ABIDE BY ALL DOCUMENTS AND RULES & REGULATIONS OF ADMIRALTY, A COPY OF WHICH DOCUMENT I HAVE RECEIVED FROM LESSOR/SELLER.

IF SELLER FAILS TO PROVIDE A SET OF DOCUMENTS TO BUYER, A COPY WILL BE MADE AVAILABLE BY THE ASSOCIATION MANAGEMENT COMPANY AT A COST OF \$50.00 PER DOCUMENT COPY.

### PLEASE NOTE:

- ◆ Leases must be a minimum of three months (3) and no more than 2x per year.
- ◆ Renters are not permitted to sub-lease at any time.
- ◆ A copy of the sales contract or lease must be attached to this application.

I agree that the terms of the attached contract/lease are within the requirements of Admiralty Rules & Regulations pertaining thereto.

PURCHASER/LESSEE: \_\_\_\_\_ Date: \_\_\_\_\_

PURCHASER/LESSEE: \_\_\_\_\_ Date: \_\_\_\_\_

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**VEHICLE REGISTRATION FORM**

Property Address: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_  
(All Applicants)

Present Address: \_\_\_\_\_  
(Street address, City, State, Zip)

**VEHICLE # 1:**

Make: \_\_\_\_\_  
Model: \_\_\_\_\_  
Year: \_\_\_\_\_  
Color: \_\_\_\_\_  
VIN: \_\_\_\_\_  
Tag: \_\_\_\_\_  
State: \_\_\_\_\_

**VEHICLE # 2:**

Make: \_\_\_\_\_  
Model: \_\_\_\_\_  
Year: \_\_\_\_\_  
Color: \_\_\_\_\_  
VIN: \_\_\_\_\_  
Tag: \_\_\_\_\_  
State: \_\_\_\_\_

Vehicle 1 registered to: \_\_\_\_\_

Vehicle 2 registered to: \_\_\_\_\_

**PLEASE NOTE:**

- ◆ ALL INFORMATION ON THIS FORM MUST BE COMPLETED.
- ◆ ANY CHANGES IN USE OR APPEARANCE OF THE ABOVE DESCRIBED VEHICLE(S) MUST BE SUBMITTED TO THE BOARD OF DIRECTORS WITH A NEW APPLICATION.
- ◆ IT IS CLEARLY UNDERSTOOD THAT CARS MUST BE PARKED IN THE GARAGE. PARKING IN THE STREETS IS NOT PERMITTED.

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

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

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**Deed Restricted Community**

I (we) understand that we are moving into a deed restricted community. I (we) hereby agree to abide by all Documents and Rules and Regulation of The Admiralty, I (we) received a copy from the Lessor/Seller. If seller fails to provide a set of Documents to Buyer, I (we) may obtain a copy from Watson Association Management at a cost of \$50.00.

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Buyer/Lessee  
Signature: \_\_\_\_\_

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

Buyer/Lessee  
Signature: \_\_\_\_\_

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

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**PLEASE ADVISE US OF ANY ANIMALS TO BE RESIDING IN THE UNIT**

PER ASSOCIATION DOCUMENT SECTION 9.7

“No apartment or portion of the condominium property or any property operated by the Association shall be occupied by any pet animal except dogs not exceeding 25 pounds, cats, tropical fish or birds in cages.”

Pet (s)? Yes \_\_\_\_\_ No \_\_\_\_\_

Type: \_\_\_\_\_ Weight: \_\_\_\_\_ Age: \_\_\_\_\_ Color: \_\_\_\_\_ Sex: \_\_\_\_\_ Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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

Signature: \_\_\_\_\_

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

**\*\*\*Renters may not have pets\*\*\***

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**EMAIL AUTHORIZATION FORM**

New Florida statutes state it is against the law to send mass emails to owners without their written consent. By completing, signing, and returning this form, you are authorizing the Board of Directors of The Admiralty Association, Inc. and Watson Association Management to send you information of the Association meetings, reports on actions taken by the Board at those meetings, violations, updates and/or special information. Your email address will not be used for any other purpose than those listed in the previous sentence.

We want to keep you better informed about the developments and issues regarding your investment as an owner in The Admiralty.

\*\*\*\*\*

Yes

I authorize The Admiralty Association and Watson Association Management to email me appropriate meeting notices, agendas, reports, violation letters and other information.

**Email Address:** \_\_\_\_\_

**Phone Number(s):** \_\_\_\_\_

**Unit Address:** \_\_\_\_\_

**Signature(s):** \_\_\_\_\_

**Printed Name(s):** \_\_\_\_\_

No

I do not want to receive emails from The Admiralty Association and Watson Association Management.

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**Disclosure Summary**  
**Sales Only**

**The Admiralty**

1. As a purchaser of property in this community, you will be obligated to be a member of a condominium association.
2. There have been recorded restrictive covenants governing the use and occupancy of properties in this community.
3. You will be obligated to pay assessments to the association, which assessments are subject to periodic change.
4. Your failure to pay these assessments could result in a lien on your property.
5. The statements contained in this disclosure form are only summary in nature, and, as a prospective purchaser, you should refer to the covenants and the association governing documents.
6. These documents are matters of public record and can be obtained from the record office in the county where the property is located.

Purchaser: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Purchaser: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**(SALES ONLY)**

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***VOTING CERTIFICATE***  
***The Admiralty Association, Inc.***

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Know all men by these present, that the undersigned is the record owner (s) In THE ADMIRALTY Association, Inc. shown below, and hereby constitutes, appoints and designates:

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(Insert one owners name above)

As the voting representative for the CONDOMINIUM ASSOCIATION unit owned by said undersigned pursuant to the by-laws of the Association.

The aforementioned voting representative is hereby authorized and empowered to act in the capacity herein set forth until such time as the undersigned otherwise modifies or evokes the authority set forth in this voting certificate.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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**Signature**

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**Signature**

**(Unit owner's signature – If jointly-owned, both owners' signatures required)**

Property Address \_\_\_\_\_  
Palm City, FL 34990

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When there is a corporation or partnership as owners of the property, then a voting representative must be appointed by the corporation or partnership and becomes the representative. All owners must sign this form to acknowledge this appointment.

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