



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)
- Payment Options Form (Sales Only)
- Disclosure Summary (Sales Only)
- Voting Certificate (Sales Only)
- Lease / Resale Contract
- Application Fee of \$100.00 payable to The Admiralty
- Coupon Book Fee of \$7.50 payable to The Admiralty (if applicable)

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



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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Association Management

VEHICLE REGISTRATION FORM

Property Address: _____ Date: _____

Name: _____
(All Applicants)

Present Address: _____
(Street address, City, State, Zip)

VEHICLE # 1:

VEHICLE # 2:

Make: _____

Make: _____

Model: _____

Model: _____

Year: _____

Year: _____

Color: _____

Color: _____

VIN: _____

VIN: _____

Tag: _____

Tag: _____

State: _____

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

A new Florida statute states it is against the law to send mass emails to owners without their written consents. By completing, signing, and returning this form, you are authorizing the Board of Directors of The Admiralty Association and Watson Association Management to email notifications of Association meetings, minutes or other correspondence in lieu of receiving them by regular mail. Your email address will **not** be used for any other purpose than those listed in the previous sentence.

I also understand that Annual owner meetings and Special Meetings requiring membership voting or establishing a quorum will NOT be sent via E Mail but via regular or certified mail as prescribed by law.

Yes

I authorize The Admiralty Association and Watson Association Management to email me appropriate meeting notices, minutes, reports, 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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MAINTENANCE FEE PAYMENT OPTIONS

- Option 1:** Coupon Book (for mailing payments): Please include a check for \$7.50

or

- Option 2:** Direct Payments (ACH Debits): Please complete the following, and return same with this Lease / Resale Application:

Association Name: The Admiralty Association Account Number _____

I (we) hereby authorize CenterState Bank, to initiate debit entries from the bank account indicated below for the benefit of the depository named below. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law. ***I (we) confirm that the source of the funds for payment of these debit entries will NOT originate from a Financial Agency's office located outside the territorial jurisdiction of the United States.***

Bank Name _____

Branch _____

City _____ State _____ Zip _____

Routing Number _____

Account Number _____

This authorization is to remain in full effect until the Originator has received written notification from the bank account owner(s) of any termination. This should be done in a suitable manner to allow all parties involved the opportunity to process any changes within a reasonable amount of time.

Name (please print) _____

Name (please print) _____

Account Holder Signature _____ Date _____

Account Holder Signature _____ Date _____

Note: In case of revoked authorization, written notification must be made to the originator no later than 15 days before the effective date of the next transaction.

Please attach a VOIDED check

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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)

VOTING CERTIFICATE
The Admiralty Association, Inc.

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:

(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____.

Signature

Signature

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

Property Address _____
Palm City, FL 34990

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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