



### **North Panther Trace Resale Check List**

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- Notice of Acknowledgment
- Maintenance Fee Payment Options
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- Waiver to Allow Number to be Published
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- New Resident Keypad Registration Form
- Non-refundable Processing Fee payable to Watson Association Management \$125.00 or Rush fee of \$150.00 (closing 2 weeks or less)
- Application Fee \$75.00 payable to North Panther Trace
- Gate clicker fee \$35.00 each payable to North Panther Trace  
# \_\_\_\_\_
- \$100.00 Refundable Move In/Move Out deposit payable to North Panther Trace

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

**\*\*\*\* A Capital Contribution equal to one (1) quarter Assessments (\$390.00) will be collected upon acquiring title.\*\*\*\***

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)



**Dear Purchaser:**

**We are happy that you are purchasing your home in North Panther Trace @ Sawgrass Lakes.**

**Please email Board of Directors President Allison Duffy at [dufchick@gmail.com](mailto:dufchick@gmail.com) or text to 772-579-7454 when your closing is complete. Please include your name and new house number/street, the phone number you want programmed into the keypad and how many clickers you purchased, if applicable.**

**As soon as possible thereafter, Allison will contact you back with your new gate code and some other important information. The previous gate code will operate until your new gate code is programmed in, so please get the sellers code at the closing.**

**Thanks very much in advance, and we look forward to meeting you!**

**North Panther Trace Board of Directors**

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# Association Management

## APPLICATION TO PURCHASE IN NORTH PANTHER TRACE @SAWGRASS LAKES

Address of Property: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Applicant Phone: \_\_\_\_\_

Co-Applicant Name: \_\_\_\_\_ Co-Applicant Phone: \_\_\_\_\_

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

**Do you intend to:**

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

Applicant Occupation/Employer: \_\_\_\_\_

Co-Applicant Occupation/Employer: \_\_\_\_\_

Please list the names of all adult family members who will be living on the property:

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Please list the names and ages of all child family members who will be living on the property:

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Please list the Year / Make / Model / Tag # of vehicles that will be parked on the premises:

Vehicle # 1: \_\_\_\_\_

Vehicle # 2: \_\_\_\_\_

Vehicle # 3: \_\_\_\_\_

Please list your pets (Cat, Dog, Bird, other, breed and how many):

\_\_\_\_\_

Signature of Buyer

Date

Signature of Buyer

Date

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**North Panther Trace @ Sawgrass Lakes**  
**Moving In / Moving Out Directions (Approved December 12, 2016)**

In order to minimize disruption to other residents and damage to the properties, all residents who move in or out are subject to the following guidelines:

**Fee**

A \$100 refundable move in/move out fee is required for all homeowners and tenants. The fee is returned after moving out.

**Damage to Facilities**

Any damage caused during a move-in or move-out will be charged to the unit owner. Heavy furniture and other objects may not to be placed on the landscaping during the move.

**Trash**

All boxes and trash created by the move must be disposed of properly and put to the curb for garbage pickup no earlier than the evening before pickup day. Violation of the trash rule is subject to a \$50 fine for each day the trash is left out.

**Scheduling the Move**

Notice of move-in/move out should be scheduled a minimum of one week in advance with the management company.

**Moving Hours**

Moving in and out must be done between the hours of 8:00 am and 9:00 pm only.

**Moving Vehicle Parking**

May only be parked in the unit driveway or in front of the unit, not blocking traffic, for no longer than the hours moving is permitted. Absolutely no overnight parking of moving vehicles is allowed. Violation of the parking rules is subject to a \$50 fine. If necessary, a temporary parking spot can be assigned at the Sawgrass Lakes RV Lot.

**Entry Access System.**

Must be reprogrammed to remove your name and personal code if moving out or add your name and personal code if moving in. Your phone number is required to add your code.

**Noise**

Please be considerate of neighbors and avoid unnecessary noise when moving in or moving out.

**PODs**

Pods can be used for no more than 72 hours. Pods should be parked in the driveway only and with the homeowner's permission.

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**Owner or Tenant Signature**

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**Date**



### North Panther Trace Rules & Regulations

The following are a brief list of the rules and regulations pursuant to § 8 of the North Panther Trace Declaration of Covenants and Restrictions (a comprehensive list may be obtained by contacting Pinnacle Association Management):

1. Each lot shall be occupied by owners, guests and tenants and family members as a residence and for no other purpose.
2. Owners and tenants are permitted to have dogs and cats as follows:
  - a. Dogs and cats must be leashed and attended by an attendant, and not be permitted to run at large outside the lot.
  - b. The pet owner or custodian of the pet must clean up after the pet.
  - c. No pet may bark or meow excessively.
  - d. The pet owner shall be strictly liable for damages caused by the pet to the properties.
  - e. A pet owner's privilege to have a pet reside in the community may be revoked if the pet becomes a nuisance.
  - f. These rules shall yield when necessary to meet the needs of handicapped persons pursuant to fair housing laws.
3. Prohibited Vehicles, Regulations and Parking Rules (the association shall have the power and the right to tow offending vehicles pursuant to Florida Statutes §715.07):
  - a. Prohibited vehicles except within the confines of the garage are dirt bikes, off road vehicles, mopeds or other 2 wheeled motorized vehicles, dune buggies, all terrain and off terrain vehicles.
  - b. Prohibited vehicles anywhere on the property are:
    - i. Buses, limousines, Class A B and C motor homes, travel trailers, commercial vehicles, vehicles which are an eyesore, trailers, campers, mobile homes, truck mounted campers.
    - ii. Vehicles which have flat tires, are unsightly or junkers or cars and other vehicles that have been converted into other use.
    - iii. Boats and boat trailers.
    - iv. Moving vans during the hours of 5pm and 8am and moving vans between the hours of Saturday 5pm and Monday 8am.
  - c. No repairs of motor vehicles shall be made on the property.
  - d. All vehicles must be registered and insured.
  - e. No motor vehicle shall be parked on the grass/swales of the property.
  - f. Horns shall not be used.
  - g. Racing of engines is prohibited.
  - h. No vehicle shall be parked in such a way that it blocks a sidewalk or blocks cars from passing by on the street or blocks the other residents from exiting their driveways.
  - i. All vehicles must be in working order; no vehicles on blocks, jacks or ramps shall be permitted.
4. Nuisances:
  - a. No owner, occupant or guest shall use any of the properties or permit the use of any of the properties in a manner which is unreasonable, disturbing, detrimental or a nuisance to the owners, guests and occupants of other lots; of which would not be consistent with the maintenance of the highest standards for a first class residential development,

- nor permit the property to be used in a disorderly or unlawful way, nor which will produce an insurance risk for the Association or other owners or occupants.
- b. The use of each lot shall be consistent with existing ordinances and laws, governing documents and occupants and their guests shall conduct themselves in a peaceful and orderly manner.
  - c. No inflammables shall be stored on the property.
  - d. Music and televisions shall be used at such times and at such volumes so as to not create a disturbance to other lot owners and residents.
5. No signs shall be permitted on the property (interior and exterior) such that they may be viewed from the common area or other lots.
  6. No business or commercial activity shall be erected, maintained, operated, carried on or conducted on the property or lots.
  7. No criminal activity shall be permitted on private lots or common areas.
  8. Trash and garbage must be placed at the curb in garbage and recycling receptacles no sooner than sundown on the evening before pickup day and the receptacles must be brought back in out of sight no later than the day of pickup.
  9. No business solicitation whatsoever shall be permitted in the community.
  10. Leasing of Lots:
    - a. An owner may lease only his entire lot in accordance with the Declaration.
    - b. The Association has the right to evict tenants and occupants.
    - c. The Association has the right to collect owed dues directly from the tenant and the tenant has the right to deduct those dues from the rent.
    - d. Subleasing of a lot is absolutely prohibited.
    - e. No rooms shall be rented in any lot.
  11. Laundry shall not be hung to dry unless it is adequately screened from public view and so it is not visible from any lot.
  12. Hurricane shutters may be closed upon the issuance of a hurricane warning and must be removed 24 hours after the storm danger has passed.
  13. Garages shall not be permanently enclosed or converted, and the doors shall be kept in good working order. No garage may be used as living space.
  14. Window air conditioners are prohibited.
  15. No owner or resident shall install a newspaper box on the property. All newspapers delivered to the lot shall be brought inside daily and shall not be permitted to accumulate on any lot or common area.

**Buyer/Tenant Initial Each Applicable Statement**

- I have read the Rules and Regulations listed above and agree to abide by same.
- I understand the Rules and Regulations listed above are the most common rules and not comprehensive, and I can obtain a complete set of rules from Pinnacle Association Management.
- As the buyer, I signed the acknowledgement that says I know I am moving into a deed restricted community.
- As the buyer, I have obtained and read the governing documents and agree to abide by them.
- As the tenant, I read the above listed most common rules and know that I am moving into a deed restricted community and agree to abide by the all the rules of the North Panther Trace community.

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Signature of Buyer / Tenant

Date

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Signature of Buyer / Tenant

Date





**DEED RESTRICTED COMMUNITY**

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I/We understand that we are moving into a deed restricted community. I/We hereby agree to abide by all Documents and Rules & Regulation of North Panther Trace Home Owners Association, Inc., 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, LLC at a cost of \$50.00.

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

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

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

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

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## LANDLORD/PURCHASER INFORMATION SHEET

Please advise us of any change in your mailing address

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

Landlord/Purchaser

Name(s): \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

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

*(if different than property)*

\_\_\_\_\_

Out of state address: \_\_\_\_\_

*(if applicable)*

Out of state phone: \_\_\_\_\_

*(if applicable)*

Emergency contact name: \_\_\_\_\_

Phone: \_\_\_\_\_

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## NOTICE OF ACKNOWLEDGMENT

AS REQUIRED by the Covenants and Restrictions, Section 8.10 (A-E), and the Quick Reference Guide of the Rules and Regulations

“Owner to (avoid troublesome lessees) and (otherwise) accept responsibility for the occupancy of his Lot”

“Owners are responsible for lessee to comply with the Declaration (of Covenants and Restrictions).”

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

Tenant(s) / Lessee(s):

\_\_\_\_\_  
(Print names)

Landlord/Purchaser:

\_\_\_\_\_  
(Print names)

- *I agree to abide by the requirements described above.*
- *I will provide lessee with a set of Community Documents.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*Landlord / Purchaser*

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## MAINTENANCE FEE PAYMENT OPTIONS

- Option 1:** Mail payments: to 430 NW Lake Whitney Place, Port St. Lucie, FL 34986
- or**
- Option 2:** Direct Payments (ACH Debits): Please complete the following, and return same with this Lease / Resale Application:

Association Name: North Panther Trace 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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**EMAIL CONSENT 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 NORTH PANTHER TRACE HOA, INC. 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 NORTH PANTHER TRACE HOA, INC. and Watson Association Management to email me appropriate meeting notices, minutes, reports, and other correspondence.

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

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

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

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

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

No

I do not want to receive emails from NORTH PANTHER TRACE HOA, INC. and Watson Association Management.

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**WAIVER TO ALLOW PHONE NUMBER TO BE PUBLISHED**

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

Recently, Florida State Statute 720.303 (4)(5)(c).5 extended association homeowners' rights of privacy to include their phone numbers. **Therefore, we cannot include your phone number in our North Panther Trace phone directory unless you give us written permission to do so.**

The property staff distributes the phone directory only to residents and cannot be responsible if a resident subsequently distributes the North Panther Trace Phone Directory to others.

I/we \_\_\_\_\_, waive my/our privacy rights established by  
*Resident(s) name printed*

by F.S.S. 720.303(5)(C) and hereby give North Panther Trace at Sawgrass Lakes Homeowners Association, Inc. permission to publish my phone number in the North Panther Trace Phone Directory.

\_\_\_\_\_  
*Resident Signature*

\_\_\_\_\_  
*Date*

Please verify your phone numbers(s) below for our database.

Home: \_\_\_\_\_

Away: \_\_\_\_\_

Cell: \_\_\_\_\_

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**DISCLOSURE SUMMARY**

1. AS A PURCHASER OF PROPERTY IN THIS COMMUNITY, YOU WILL BE OBLIGATED TO BE A MEMBER OF A HOMEOWNERS' ASSOCIATION.
2. THERE HAVE BEEN OR WILL BE RECORDED RESTRICTIVE COVENANTS GOVERNING THE USE AND OCCUPANCY OF PROPERTIES IN THIS COMMUNITY.
3. YOU WILL BE OBLIGATED TO PAY ASSESSMENTS TO THE ASSOCIATION. ASSESSMENTS MAY BE SUBJECT TO PERIODIC CHANGE. IF APPLICABLE, THE CURRENT AMOUNT IS **\$390.00 PER QUARTER**. YOU WILL ALSO BE OBLIGATED TO PAY ANY SPECIAL ASSESSMENTS IMPOSED BY THE ASSOCIATION. SUCH SPECIAL ASSESSMENTS MAY BE SUBJECT TO CHANGE. IF APPLICABLE, THE CURRENT AMOUNT IS \$0.
4. YOU WILL BE OBLIGATED TO PAY A **CAPITAL CONTRIBUTION EQUAL TO ONE (1) QUARTER ASSESSMENTS UPON ACQUIRING TITLE**. THE CURRENT AMOUNT THAT WILL BE COLLECTED IS **\$390.00**.
5. YOUR FAILURE TO PAY SPECIAL ASSESSMENTS OR ASSESSMENTS LEVIED BY A MANDATORY HOMEOWNERS' ASSOCIATION COULD RESULT IN A LIEN ON YOUR PROPERTY.
6. THERE MAY BE AN OBLIGATION TO PAY RENT OR LAND USE FEES FOR RECREATIONAL OR OTHER COMMONLY USED FACILITIES AS AN OBLIGATION OF MEMBERSHIP IN THE HOMEOWNERS' ASSOCIATION. IF APPLICABLE, THE CURRENT AMOUNT IS \$0.
7. THE DEVELOPER MAY HAVE THE RIGHT TO AMEND THE RESTRICTIVE COVENANTS WITHOUT THE APPROVAL OF THE ASSOCIATION MEMBERSHIP OR THE APPROVAL OF THE PARCEL OWNERS.
8. 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 BEFORE PURCHASING PROPERTY.
9. THESE DOCUMENTS ARE EITHER MATTERS OF PUBLIC RECORD AND CAN BE OBTAINED FROM THE RECORD OFFICE IN THE COUNTY WHERE THE PROPERTY IS LOCATED OR ARE NOT RECORDED AND CAN BE OBTAINED FROM THE DEVELOPER.

PURCHASER: \_\_\_\_\_

DATE: \_\_\_\_\_

PURCHASER: \_\_\_\_\_

DATE: \_\_\_\_\_

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North Panther Trace Homeowners Association

**New Resident Keypad Registration Form**

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

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

Name of Property Owners (as they appear on title):

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

Phone number that keypad should contact for visitor entry:

\_\_\_\_\_

Clickers are \$35.00 each, how many would you like? \_\_\_\_\_

You may return this form and submit payment for clickers by....

Sending or delivering it to Watson Association Management,  
430 NW Lake Whitney Pl, Port St. Lucie, FL 34986

~or~

Emailing it to [dufchick@gmail.com](mailto:dufchick@gmail.com)