



## **Outrigger Harbour Condominium Checklist**

Please use this checklist to help ensure your application is complete and ready to be submitted.

- **For Sales:**

- Resale Application Page
- Vehicle Information Page
- Deed Restricted Community
- Pet Page
- Email Authorization
- Disclosure Summary
- Voting Certificate
- Rules & Regulations Acknowledgement page
- Copy of executed Sales Contract
- Non-refundable Processing Fee of \$125.00 or \$150.00 RUSH fee (less than 2 weeks occupancy) payable to Watson Association Management

- **For Leases:**

- Lease Application Page
- Vehicle Information Page
- Deed Restricted Community
- Pet Page
- Addendum to Lease Page
- Rules & Regulations Acknowledgement page
- Copy of executed Lease Contract
- Non-refundable Processing Fee of \$125.00 or \$150.00 RUSH fee (less than 2 weeks occupancy) payable to Watson Association Management

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

\*\*\*\*\* If an application is submitted that is **NOT** complete, it will **NOT** be accepted and/or processed. Please ensure that you have all the required information, forms and signatures to avoid any delay(s) in the approval of your application.

**\*Please submit and/or send all complete applications and fees to Watson Association Management, LLC office located at 1648 SE Port St Lucie Blvd., Port St. Lucie, FL 34952**

1648 SE Port St. Lucie Blvd., Port St. Lucie, FL 34952  
1410 Palm Coast Parkway NW, Palm Coast, FL 32137

Phone 772.871.0004 Fax 772-871.0005  
Phone 386.246.9270 Fax 386.246.9271

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



# Association Management

## LEASE/RESALE APPLICATION

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

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

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

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

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

Any other occupants? \_\_\_\_\_ If so, please list the name(s), age and relationship:

Name \_\_\_\_\_ Relation \_\_\_\_\_ Age \_\_\_\_\_

Name \_\_\_\_\_ Relation \_\_\_\_\_ Age \_\_\_\_\_

**Do you intend to:**

- Live in the home as a primary residence
- Maintain the home as a secondary residence
- Offer the unit as a rental
- Rent unit from Owner

Applicants employers name: \_\_\_\_\_ No. of years there \_\_\_\_\_

Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Co-Applicants employers name: \_\_\_\_\_ No. of years there \_\_\_\_\_

Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

I/WE HEREBY AGREE TO ABIDE BY ALL DOCUMENTS AND RULES & REGULATIONS OF OUTRIGGER HARBOUR CONDOMINIUM, A COPY OF WHICH DOCUMENT I HAVE RECEIVED FROM SELLER/LESSOR.

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

LESSEE/PURCHASER: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature(s)

LESSEE/PURCHASER: \_\_\_\_\_ Date: \_\_\_\_\_  
Printed Name(s)

LESSEE/PURCHASER: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature(s)

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

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**APPLICATION FOR VEHICLE PERMIT**

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

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

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

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

**DESCRIPTION OF VEHICLE(S):**

**VEHICLE #1:**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

Color: \_\_\_\_\_ Gross Weight: \_\_\_\_\_ VIN: \_\_\_\_\_

Vehicle Tag: \_\_\_\_\_ State: \_\_\_\_\_

Registered to: \_\_\_\_\_

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

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

**VEHICLE #2:**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

Color: \_\_\_\_\_ Gross Weight: \_\_\_\_\_ VIN: \_\_\_\_\_

Vehicle Tag: \_\_\_\_\_ State: \_\_\_\_\_

Registered to: \_\_\_\_\_

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

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

**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 FORM

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

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

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**DEED RESTRICTED COMMUNITY**

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I (we) understand that we are moving into a deed restricted condominium. I (we) hereby agree to abide by all Documents and Rules and Regulations of Outrigger Harbour Condominium. I (we) received a copy from the Seller/Lessor. If Seller/Lessor fails to provide a set of Documents to Tenant, I (we) may obtain a copy from the Association Management at a cost of \$50.00.

Buyer/Tenant signature \_\_\_\_\_  
Date \_\_\_\_\_

Buyer/Tenant signature \_\_\_\_\_  
Date \_\_\_\_\_



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

- Dogs which are household pets shall always whenever they are outside a unit be confined on a leash held by a responsible person.
- An owner shall immediately pick up and remove any solid animal waste deposited by his pet on the properties, including the common areas and the exclusive neighborhood common area. **THIS IS THE LAW**
- Pets creating unreasonable disturbances or nuisance shall be subject to removal upon notice given by the BOD to the owner.
- No more than two (2) household pets may be kept.
- **TENANTS are not permitted to have pets.**

Pet? Yes \_\_\_\_\_ No \_\_\_\_\_

Pet Type: \_\_\_\_\_ Breed: \_\_\_\_\_ Weight: \_\_\_\_\_ Name: \_\_\_\_\_

Pet Type: \_\_\_\_\_ Breed: \_\_\_\_\_ Weight: \_\_\_\_\_ Name: \_\_\_\_\_

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

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



## 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 Outrigger Harbour Condominium 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 Outrigger Harbour Condominium.

\*\*\*\*\*

### Yes

I authorize OUTRIGGER HARBOUR CONDOMINIUM 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 OUTRIGGER HARBOUR CONDOMINIUM and Watson Association Management.







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**Addendum to Lease**

“The tenant hereby agrees, in accordance with Florida Law, that upon receipt of notice from **Outrigger Harbour Condominium** (the Association) that the Landlord is delinquent in paying any monetary obligation due to the Association, the tenant will pay his/her subsequent rental payments and continue to make such payments until all the monetary obligations of the Landlord (parcel owner) have been paid in full to the association and the Association release the tenant or until the tenant discontinues tenancy in the parcel.” Payment due the Association may be in the same form as you paid your Landlord and must be sent by United States mail or hand delivery to the Association, c/o Watson Association Management 1648 SE Port St Lucie Blvd., Port St. Lucie, FL 34952 and payable to **Outrigger Harbour Condominium**

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

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

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

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

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

## Outrigger Harbour Condominium Association, Jensen Beach, Florida

### Rules & Regulations

[As modified by the Board of Directors at a duly called Board of Directors meeting held on February 26, 2026]

#### INTENT AND AUTHORITY

The Outrigger Harbour Condominium Association, Inc. is dedicated to creating and preserving a pleasant, tranquil and safe way of life for its residents. The rules and regulations are designed to protect the interests of all and are applicable to all owners, tenants, residents, and guests. These rules and regulations do not purport to constitute the totality of covenants and binding agreements applicable to the Outrigger Harbour Condominium.

ENFORCEMENT: Florida Statute Sec. 718.303, effective July 1, 2010, empowers Condominium Associations the authority to levy fines and bring legal action arising from the failure of the unit's owner, its occupant or guest to comply with any provision of the association's declaration, bylaws, or reasonable rules. Fines are per violation and can aggregate up to \$1000 for a continuing violation. A fine may not become a lien against the unit. They may be re issued yearly for a continuing violation.

#### A. GENERAL RULES:

1. Each of the 20 Units shall be used as a single-family residence only, and no more than 2 persons per bedroom shall be allowed to permanently reside in any one Unit.
2. No owner shall make any addition, alteration, or improvement in or to the common elements, the association property, any exterior portion of the building, any limited common element, or permanent addition or modification to the interior of any residential unit that affects load-bearing walls, foundations, replacement of any non-carpet flooring or alterations to essential systems that impact the shared building infrastructure, without the prior written consent of the Board of Directors as further detailed herein.
3. Residents are advised to turn off water at the shutoff when leaving your unit for a period longer than three consecutive days to minimize the risk of undetected water leaks and damage.
4. No soliciting on condominium property.
5. No hanging, drying or airing of clothes, towels, bedding, etc. on balconies or railings.
6. No parking of vehicles in guest parking for a continuous period in excess of 21 days.

# Outrigger Harbour Condominium Association, Jensen Beach, Florida

## Rules & Regulations

7. Association Assessments are based on the square footage of the Unit as reflected in the Declaration of Condominium. Assessments are due on the first day of each quarter: January, April, July and October. Failure to remit assessments on or before the date due will result in late fees absent extenuating circumstances as determined by the Board in its reasonable discretion. All units are required to install and maintain operational smoke detectors and the Board may conduct periodic inspections and testing to insure compliance of this safety feature.

### **B. DAMAGE:**

All Unit Owners are responsible for damage or destruction caused by the owner, his or her family members, , guests, tenants or pets to any part of the Association common property including, but not limited to landscaping, pool, pool deck, cabana, driveway and parking spaces, garages, signs, mailboxes or walkways, common elements, limited common elements, residential units, or association property.

### **C. UNLAWFUL ACTIVITY:**

No activity in violation of municipal, county, state or Federal law may be conducted in any unit or anywhere on the Association common property.

### **D. GUESTS & VISITORS:**

A Guest is a person who is not an Owner or Lessee of the unit who has been given permission or access to the Association common property or the unit by the Owner and/or the approved Lessee. When the owner or lessee is not present, guests may not in turn invite other guests or visitors to use the facilities of the Association. An owner who is not in residence shall notify the Board and/or Management in advance of the proposed occupancy of the condominium unit and will provide a copy of the Rules and Regulations to all guests.

Any person occupying a unit for more than thirty (30) contiguous days or a period greater than the total of 30 days in any contiguous 90 day period shall no longer be deemed a guest, but shall be considered an occupant or a tenant and shall be required to complete a rental application and be approved by the Board of Directors.

Guest parking shall be restricted to the area designated by the Association.

The entrances, passages, walkways, sidewalks and like portion of the Common Area, Dock Area and Roadway Area shall not be obstructed nor used for any purposes other than for ingress and egress. Guest parking areas shall be used for parking of motor vehicles and visiting guest golf carts only. THE ROADWAY AREA IS AN EMERGENCY VEHICLE ACCESS AND FIRE LANE AND SHOULD NOT AT ANYTIME BE BLOCKED BY ANY UNIT OWNER, OCCUPANT. VENDOR OR GUEST.

# Outrigger Harbour Condominium Association, Jensen Beach, Florida

## Rules & Regulations

### **E. CHILDREN:**

Parents and Guardians are responsible for the behavior of children residing in or visiting their units. An adult must accompany children under 16 to the pool and hot tub.

### **F. NOISE/NUISANCES:**

Residents, guests and visitors are to be respectful of their neighbors. All residents will reduce the sounds within and outside their units between the hours of 10:00 pm and 8:00 am, including while at the cabana and pool. Individuals who create a disturbance at the pool or cabana will be directed to leave immediately and may have their pool privileges suspended for a period of time as determined by the Board of Directors.

### **G. UNIT AND FLOORING ALTERNATIONS AND CONSTRUCTION:**

1. Owners must complete an Architectural Review Application (ARC) and obtain Board approval for any addition, alteration, or improvement in or to the common elements, the association property, any exterior portion of the building, any limited common element, or any permanent addition or modification to the interior of any residential unit that affects load-bearing walls, foundations, replacement of any non-carpet flooring or alterations to essential systems that impact the shared building infrastructure .A preconstruction meeting may be required prior to granting approval.

2. Unit owners may not install or permit to be installed tile, wood, laminate or other similar hard surface floor covering unless it has 1/2" cork underlay or other sound abatement material with an STC rating of 70 or better and an IIC rating of 50 or greater. The Association may compel the removal of any flooring installed in violation of this restriction or upon continuous complaint of noise and/or nuisance.

3. The Association has specific requirements for window and slider replacement materials and colors. Owners should bring any proposed changes or replacements of windows or sliders to the attention of the Association in advance of getting quotes, etc. All window changes must be approved by the Architectural Review (ARC) process. The Association may require removal of any window or door that does not meet its requirements.

4. No power sawing, hammering or other noisy construction activities are permitted except between the hours of 9:00 A.M. to 5:00 P.M. on weekdays.

5. Construction on weekends and holidays is not permitted without prior written permission from the Association.

# Outrigger Harbour Condominium Association, Jensen Beach, Florida

## Rules & Regulations

6. Garages are not to be used as part of construction / remodeling projects in any fashion.
7. The flooring of common areas, and the walls of the elevators must be covered / protected during any unit renovation.
8. The PAMP areas must be protected and left undamaged, otherwise it may cause a significant fine by the County, which will be passed on to the responsible Unit Owners along with additional legal and court fees incurred.
9. No construction debris is allowed in the trash room or dumpster. All construction debris must be hauled off by the debris producer on a daily basis. Any other trash which is not specifically garbage, shall be disposed of by and at the cost of the owner/occupant.
10. Owners should arrange for contractors / subs to get a gate entry code that will expire once the project is completed.
11. Prior to the commencement of any construction work or the delivery of large items—such as appliances or furniture—that require the use of the building's elevator, unit owners are required to contact either the on-site property manager or the Association. This notification allows adequate time for the installation of protective pads within the elevator. The purpose of these protective measures is to prevent damage to the elevator during the movement of heavy or bulky items associated with renovations or deliveries.

### **H. SELLING PROPERTY UNITS:**

A completed sales application with appropriate fees must be submitted to the property manager no less than 30 days before the desired date of closing on the sale. The Board of Directors must interview prospective buyers before closing. Sellers should furnish a copy of all condominium documents to the purchaser.

Sellers shall return to the Association, or its designee, all master keys and all cabana keys and the HOA shall then distribute said keys to the approved new owner.

### **I. LEASING OF PROPERTY UNITS:**

1. No lease of a Unit shall be for less than the entire Unit.
2. A lease must be for a minimum of 90 consecutive days, and a maximum of 12 consecutive months.
3. A unit may not be leased more than 2 times, meaning two separate leases to a different individual or entity, in any consecutive 12 month period.

# Outrigger Harbour Condominium Association, Jensen Beach, Florida

## Rules & Regulations

Applicants must submit a signed and dated lease, a completed application and a check for the application and background fees no less than 30 days before the commencement date of the lease. Leases must be for a minimum of three (3 ) consecutive months and a maximum of twelve (12) consecutive months. All leased units must have a current lease or renewal submitted to the Association for its records. The lease must include a term requiring any master keys and cabana keys to be returned to the Owner at the conclusion of the lease. The Association will interview and approve all prospective Lessees. Lessees who have repeated violations of the Rules or other governing documents may have their renewal tenancies denied at the sole discretion of the Board. Failure by the owner to comply with the lease approval process can result in a fine of \$100 a day for each day any lesee occupies the Owner's unit.

### **J. FLAGS AND DECORATIVE ITEMS:**

1. The United States flag and/or service flags may be displayed anytime; seasonal flags may be displayed during the corresponding holiday season.
2. Sports flags or flags from other countries may not be displayed.

### **K. TRASH AND RECYCLING:**

- 1, Trash pickup is on Monday and Thursday morning. Residents are responsible for placing refuse in tied plastic bags in plastic-lined cans in the garage.
2. A recycling container is located in each garage. Specified plastic items, aluminum cans and corrugated cardboard are the only items being recycled. **Allowable items are shown in a picture above the recycling container.**
3. Do not put plastic bags or plastic wrapping material in the recycle container. It will result in a \$200 fine from the waste hauler.
4. Flatten all corrugated boxes and lean them against the recycling container.
5. Large household items are not to be left in the trash handling area. Residents are responsible for arranging the removal of large items such as furniture, mattresses, carpet, batteries, electronics or appliances.

# Outrigger Harbour Condominium Association, Jensen Beach, Florida

## Rules & Regulations

### **L. GRILLS:**

Gas and charcoal grills are not to be used on porches, stairs, and landings or anywhere within the confines of the building. There is a gas grill in the covered pool area for resident use. The gas grill should be turned off, cleaned and the cover replaced once the grill has cooled.

### **M. CABANA:**

The Cabana may be reserved for exclusive use for personal gatherings by contacting the property manager. Applicants must be in personal attendance of any reserved event and shall be responsible for cleanup and financially liable for any damage to the Cabana its contents or the Common Property.

Smoking of any kind, including vaping, is strictly prohibited within the Cabana area. Residents and guests must refrain from using cigarettes, cigars, electronic cigarettes, or any other smoking or vaping devices while inside the Cabana. This policy has been implemented to maintain a clean, healthy environment for all individuals using the Cabana facilities.

**N. COMMON AREAS:** Any property outside of the Unit is “Common Property” and the Board of Directors must approve any physical changes.

1. Residents are entitled to use common areas in accordance with their intended purpose; they may not encumber the rights or privacy of other unit owners.
2. Smoking or vaping in elevators, stairwells or garages is prohibited.
3. Smoking or vaping is prohibited in all common or limited common areas.

### **O. PETS:**

1. Residents are required to provide written notice to the Board of Directors for any pets that will reside in their Unit. That notice will include species, height, weight and coloring. Permitted pets are cats, dogs, fish and birds **and only two animals total per Unit.**
2. No animals owned by tenants may be kept in the Owners Unit.
3. Dogs must be on a leash and their waste must be picked up when outdoors.
4. Pets are not allowed in the pool or cabana area, and must not be left alone on balconies.

# Outrigger Harbour Condominium Association, Jensen Beach, Florida

## Rules & Regulations

5. In the event that an animal becomes, in the sole opinion of the Board, a nuisance to the other Owners, that animal shall be removed immediately upon receipt of written notice by the Association.

### **P. POOL AND POOL REGULATIONS:**

1. No lifeguards are on duty. Use of the pool and hot tub is at the risk of the user.
2. Children under 16 must be accompanied by an adult.
3. No glass is allowed in pool area.
4. No running or horseplay in pool area.
5. Pool is open daily until 10:00 PM.
6. Resident must accompany guests using the pool.
7. State law prohibits the removal or destruction of the emergency equipment or life ring.

### **Q. AMENITY USE POLICY FOR RENTAL UNITS:**

When a unit is rented, the owner relinquishes access to the community amenities for the duration of the rental period. This means that only the tenants occupying the rented unit are permitted to use the amenities, and the owner is not allowed to use them until the rental agreement ends and the unit is no longer occupied by tenants.

### **R. HURRICANE / STORM PREPARATION:**

Each Unit Owner who plans to be absent from their unit during the hurricane season must prepare their unit prior to their departure by removing all furniture, potted plants and other movable objects from their balcony or patio, and designate a responsible firm or individual satisfactory to the Association to care for their unit should their unit suffer hurricane damage. Additional guidelines may be set out in the Outrigger Harbour Condominium Hurricane Procedures Checklist .

**THIS SET OF RULES & REGULATIONS IS A QUICK REFERENCE TO THE USE RESTRICTIONS OF OUTRIGGER HARBOUR CONDOMINIUM ASSOCIATION, INC. AND IT *DOES NOT* CONSTITUTE A COMPLETE SET OF DOCUMENTS. PLEASE REFER TO THE ENTIRE BOOK OF COVENANTS & RESTRICTIONS FOR FURTHER SPECIFICATIONS TO COMPLY WITH FLORIDA STATUTES.**

I/We have received and understand the Outrigger Harbour Condominium Rules and Regulations.

Buyer/Lessee signature: \_\_\_\_\_ Date: \_\_\_\_\_

Buyer/Lessee signature: \_\_\_\_\_ Date: \_\_\_\_\_