



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
- Maintenance fee options
- Disclosure Summary
- Voting Certificate
- 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
- 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 430 NW Lake Whitney Place, Port St. Lucie, FL 34986**

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 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: _____
Printed Name(s)

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Association Management

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

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: _____

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

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MAINTENANCE FEE PAYMENT OPTIONS

- Option 1:** Mail Payments 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: Outrigger Harbour Condominium

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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(SALES ONLY)

VOTING CERTIFICATE
Outrigger Harbour Condominium

Know all men by these present, that the undersigned is the record owner (s) In OUTRIGGER HARBOUR CONDOMINIUM shown below, and hereby constitutes, appoints and designates:

(Insert one owners name above)

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

The voting representative is hereby authorized and empowered to act in the capacity herein set forth until 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 _____
Jensen Beach, Florida 34957

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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## 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 430 NW Lake Whitney Place, Port St. Lucie, FL 34986 and payable to **Outrigger Harbour Condominium**

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Lessee Signature _____ Date: _____

Lessee Signature _____ Date: _____

Owner Signature _____ Date: _____

Owner Signature _____ Date: _____

Property Address: _____

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