



Villa Del Sol Check List

- Resale Application page
- Vehicle Permit Page
- Deed Restricted Page
- Pet Page
- Pet Veterinary records & County license (if applicable)
- Photo of pet (if applicable)
- Email Consent Form
- Maintenance Payment Options Form
- Voting Certificate
- Resale Contract
- Rules and Regulations Acknowledgement
- Villa Del Sol application fee \$100.00

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**

Thank you for your Cooperation!

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

RESALE APPLICATION

Date: _____ Building #: _____ Unit: _____

Applicant Name: _____ Phone/Cell #: _____

Current Mailing address: _____

Co-Applicant Name: _____ Phone/Cell #: _____

Any other Occupants? _____ If Yes, list names, age and relationship:

Name _____ Relation _____ Age _____

Name _____ Relation _____ Age _____

Do you intend to:

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

Applicants employers name: _____ No. of years there _____

Address: _____ Phone #: _____

Co-Applicants employers name: _____ No. of years there _____

Address: _____ Phone #: _____

I/WE FULLY AUTHORIZE INVESTIGATION OF ALL ANSWERS AND REFERENCES GIVEN.

I/WE HEREBY AGREE TO ABIDE BY ALL DOCUMENTS AND RULES & REGULATIONS OF VILLA DEL SOL, INC., A COPY OF WHICH DOCUMENT I HAVE RECEIVED FROM 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.)

PURCHASER: _____ Date: _____
Signature(s)

PURCHASER: _____ Date: _____
Printed Name(s)

PURCHASER: _____ Date: _____
Signature(s)

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:

VEHICLE #1:

Make: _____ Model: _____ Year: _____
 Color: _____ Gross Weight: _____ VIN: _____
 Vehicle Tag: _____ State: _____

VEHICLE #2:

Make: _____ Model: _____ Year: _____
 Color: _____ Gross Weight: _____ VIN: _____
 Vehicle Tag: _____ State: _____

Vehicle 1 registered to: _____
 Vehicle 2 registered to: _____
 Street Address: _____
 City: _____ State: _____ Zip: _____

Signature **Date** **Signature** **Date**

***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

SIGNATURE **SIGNATURE**

FOR ASSOCIATION USE ONLY

The above application is approved _____ not approved _____

Reason for non-approval: _____

Signer: _____ Position: _____ 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 Regulations  
of VILLA DEL SOL, INC., a copy of which I/We have received from  
the owner.

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Buyer
Signature _____ Date: _____

Buyer
Signature _____ Date: _____

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

- Household pets not to exceed a total of two (2) may be permitted in a residence.
- The breed of dog commonly known as “pit bull” is prohibited.
- No pets shall be kept, bred, or maintained for any commercial purpose.
- 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.
- Renters are not permitted to have pets.

Pet? Yes _____ No _____

Pet Type: _____ Weight: _____ Age: _____ Color: _____ Sex: _____
Name: _____ Breed: _____ Vaccine records Attached _____

Pet? Yes _____ No _____

Pet Type: _____ Weight: _____ Age: _____ Color: _____ Sex: _____
Name: _____ Breed: _____ Vaccine records Attached _____

Signature _____ Date: _____

Signature _____ Date: _____



EMAIL CONSENT 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 Villa Del Sol, Inc. and Watson Association Management to email notifications of 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 development and issues regarding your investment as an owner in Villa Del Sol, Inc.

Yes

I authorize Villa Del Sol, Inc. and Watson Association Management to email me appropriate meeting notices, agendas, reports, violation letters and other correspondence.

Email Address: _____

Property Address: _____

Phone Number(s): _____

Signature(s): _____

Printed Name(s): _____

No

I do not want to receive emails from Villa Del Sol, Inc. and Watson Association Management.

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Association Management

MAINTENANCE FEE PAYMENT OPTIONS

- Option 1:** Coupons (for mailing payments):

or

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

Association Name: Villa Del Sol, Inc

Unit Address _____

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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Association Management

(SALES ONLY)

VOTING CERTIFICATE
Villa Del Sol, Inc.

KNOW ALL MEN BY THESE PRESENT, THAT THE UNDERSIGNED IS THE RECORD OWNER (S) IN VILLA DEL SOL, INC. SHOWN BELOW, AND HEREBY CONSTITUTES, APPOINTS AND DESIGNATES:

(Insert one owners name above)

As the voting representative for the 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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VILLA DEL SOL

RULES AND REGULATIONS

For most of us condominium living is a new way of life. Due to the close proximity of the apartments and the communal sharing and use of elements such as parking lots, walkways, crossovers, utilities etc., it is more restrictive than most other types of housing.

These rules have been formulated to regulate the use of facilities and define the rights and obligations of the people at Villa Del Sol so that we can live together in harmony and comfortably. We impose these rules and regulations upon ourselves as owners for a mutual benefit and comfort of everyone at Villa Del Sol, regardless of status as owner, relative, tenant, guest, employee or visitor. The Rules and Regulations are supplemental to and empowered by the Declaration of Condominium of Villa Del Sol, Inc. and its Bylaws and Articles of Incorporation.

Objectionable behavior is not acceptable, even if it is not covered by the rules. Violations by relatives, employees, guests, tenants or visitors are the sole responsibility of each owner, tenant and guest who is involved, as is the behavior of the owners themselves.

OBLIGATIONS OF THE OWNERS

In cases of Rules violations, depending on the severity of the situation, all owners and witnesses have the right and responsibility to address the issue with the violator in a friendly and tactful manner. Notice of such contacts should be given to the Board of Directors in writing via the property manager so that they may follow up to assure that the violation has been corrected. A file of such notices would become evidence in any possible court action. It should be noted that the Condominium has corporate powers fully recognized by the courts and the legal power to assess owners all court costs and attorney's fees. Board Members are available for emergency situations only. It is the intention of the Board to encourage a friendly and cooperative atmosphere among the owners, tenants and other so that drastic actions will never be necessary.

Owners should familiarize themselves with the Articles of Incorporation of Villa Del Sol, Inc., The Declaration of Condominium and the Bylaws. Particular attention is drawn to Section 16: USE RESTRICTIONS; Section 16: CONVEYANCES; and Section 17: OBLIGATIONS OF OWNERS in the Declaration of Condominium which all owners should have in their possession.

COMMUNICATIONS WITH THE BOARD

A verbal communication, complaint or otherwise with a Board Member is not a communication with the Board. Communications with the Board of Directors must be made in writing (signed and dated) or made verbally at any Board Meeting. The Secretary will record such communications in the minutes of the meeting and will send a letter of acknowledgement in order to facilitate the tracking and history of such communications.

REVISIONS

These Rules and Regulations will be revised from time to time by the Board of Directors as experience dictates. Such revisions will be noted in the minutes of the Board meeting and will be incorporated into future revisions of this handbook. Suggestions for revisions, additions or deletions should be submitted to the Board of Directors, dated and signed.

RULES AND REGULATIONS

1. VEHICLES

- a. All vehicles intending to be parked by owners, renters or visitors on Villa Del Sol property must have a permit or decal issued by the Association. No boats, campers, motorcycles, trailers, buses, commercial vehicles or motor homes may be parked anywhere on Villa Del Sol property except for pick-up and delivery of goods and services. Pickup trucks are allowed providing they are passenger vehicles only. Dual wheel trucks are not permitted. All vehicles must be primary non-commercial transportation of the owner. No vehicle may have commercial advertising on the exterior. That Board will resolve all disputes arising from interruption of these rules and its decision is binding. Exceptions i.e. Handicapped individuals will be considered on a case by case basis. Unauthorized vehicles, those not having a decal, will be towed at the owner's expense. Only emergency repairs will be permitted on property and must be completed within 24 hours.
- b. Derelict vehicles and/or vehicles without proper tags will also be subject to towing. Owners leaving cars parked while they are absent from the local area must be parked in their assigned space. They must inform the Association management in writing the name and phone number for a local contact responsible for moving or maintaining the vehicle during the owners' absence.
- c. Parking and Traffic:
 - i. Each condominium unit is assigned one (1) designated parking space for the exclusive use of that unit owner only. Owners and their renters are asked to refrain from using others spaces. Available guest spaces may be utilized by unit residents for the second vehicles. A third vehicle is not permitted.
 - ii. All vehicular traffic entering the property MUST observe the one-way traffic pattern and the posted 10 m.p.h. speed limit. Villa Del Sol will not in any way be responsible for damage or injury resulting from violations of posted traffic regulations or patterns. No parking will be permitted in the designated pedestrian walkway zones at any time. The one-way entrance and exit will be enforced by the Board and its representatives as the pattern was put in place by the Department of Transportation.

2. Pets:

- a. Owners are permitted to have pets provided they are not a nuisance to neighbors or the community as a whole. Renters/Tenants are not permitted to have pets. All pets must be kept on a leash when outside on the common areas. Health and safety demands that pet droppings be picked up and disposed of properly.

3. Washer and Dryer:

- a. Washer and Dryer facilities are located in the center hallway of Bldg. #2 and are for the use of owners and tenants only. All are asked to keep the area clean and to use the machines between 9:00 a.m. and 8:00 p.m. only.

4. Children:

- a. Children of owners, tenants and guests are allowed at Villa Del Sol, however, parents or caregivers must supervise children's activities at all times. There are no playgrounds or areas for play on the property. The Association cannot be responsible for any injuries occurring to children playing on or about the condominium grounds.

5. Common Areas:

- a. Carpet, tile or other floor coverings on balconies are strictly prohibited. All walkways and stairwells must be kept free and clear of all personal items and debris. Door mats without rubber backing will be allowed. Clothing, towels and/or other items may not be hung on the railing of the condominium stairwells or balconies. No device of any kind may be attached to any part of the railings. It has been proven by structural engineers that floor coverings on outside concrete balconies contribute to structural deterioration
 - b. Outdoor charcoal grills or any other open flames which could be a fire hazard are prohibited on or under porches, stairwells or walkways. Only propane gas grills allowed on the property.
 - c. Garbage dumpsters are located in several places on the property and residents and their visitors must deposit garbage accordingly. Disposal of large items such as furniture, appliances, etc. must be arranged to by the owner at their expense. The condominium is subject to recycling rules and residents are required to separate garbage and recyclables as is appropriate. If a dumpster is full, you must use another dumpster. Trash and all household items outside the dumpster will not be picked up by the contractor. Any non-resident(s) using the facilities at Villa Del Sol MUST be accompanied by a resident of the condominium. Residents and guests are accountable for their behavior under two sections of the.
 - d. No equipment, furniture or other items may be borrowed or removed from the common areas (pool deck, social room or office) for the personal use of an owner, tenant or guest.
 - e. Beach access is provided by a stairway and platform cross-over which bridges the dune and is located between buildings 4 and 5. Any other crossing of the dune is prohibited by Florida Statute as is the alteration of the dune vegetation without direction from the Board. Walking on, cutting or disturbing the dune area is prohibited for the protection the structural integrity of Villa Del Sol. County and State penalties and fines are severe and will be enforced.
- d. Pool:
- a. The pool is open for use by owners, tenants and guests from 7:30 a.m. to 10:00 p.m. in the summer and 9:00 a.m. to 8:00 p.m. in the winter unless covered by maintenance and weather permitting.
 - b. CHILDREN UNDER THE AGE OF 12 MUST BE SUPERVISED BY AN ADULT AT ALL TIMES WHILE IN THE POOL AREA. Children requiring diapers must wear swim diapers when entering the pool.
 - c. Only bathing suits will be permitted for wear in the pool. "Cut-Off" shorts are not permitted.
 - d. No pets are allowed in the pool area.

- e. No GLASS of any kind is permitted in the pool area.
 - f. Food and drinks are not permitted in the pool or on the pool deck area within 4 feet of the pool curb.
 - g. No Shouting, running, ball playing etc. in the pool deck area.
 - h. No rafts, floating lounges, tire inner tubes, scuba gear or surfboards are allowed inside the fenced area. Children's pool toys that do not cause a nuisance are allowed. Foam "noodles" are allowed
 - i. All persons using the pool must shower off before entering the pool. Oils and lotions are detrimental to the condition of the water and to the filters of the pool.
 - j. Towels and clothing items must not be hung over the fence or the gates of the pool area.
 - k. Chairs and lounges are to be placed so as to maintain a clear 4' walkway around the perimeter of the pool.
- e. Common Elements and Unit Modifications:
- a. Common Elements (grounds, pool, buildings, walkways, etc.):
 - i. No additions or modifications may be made to any portion of the condominium common elements without specific written permission of the Board of Directors.
 - b. Limited Common Elements (balconies):
 - i. Hurricane shutters are permitted with prior approval from the Board of Directors.
 - ii. Screening is subject to Board specifications and approval.
 - iii. Carpet, tile and other floor coverings are strictly prohibited.
 - iv. Any furniture items that have the potential of damaging waterproof deck coatings are prohibited.
 - c. Unit Modifications:
 - i. Owners wishing to modify the interior of their units must submit a complete detailed drawing and specifications of their intentions and must receive written permission to proceed prior to any action being taken. This includes any new installation of floor tiles and any action such as electrical or plumbing changes which in any way modifies the common area (defined as the unfinished interior surfaces) of any unit. Acoustical suppression is required for all second floor units. Unapproved modification made to common and limited common elements must be corrected or the violations could inhibit the sale of the violating unit.
- f. Maintenance and Assessments:
- a. Quarterly maintenance fees should be paid using the coupons provided to you at the beginning of each fiscal year. Payments must be received by the thirtieth (30th) day of the first month of each calendar quarter (Jan., April, July, Oct.). Partial payments will not be accepted. Payments not received by the 30th will be charged interest at a rate of 18% per annum for every day the payment is not received and a \$25.00 late fee. If payment is not received by the 30th, payment is considered delinquent and the account will be turned over to the attorney for collection. From that time forward, all payments will be made to the attorney. A LIEN WILL BE FILED AND WILL INCLUDE THE UNPAID ASSESSMENTS, INTEREST, LATE FEES, ATTORNEY FEES, ADMINISTRATIVE EXPENSES AND ANY OTHER COSTS INCURRED BY THE ASSOCIATION IN ITS ATTEMPTS TO COLLECT

MONIES DUE AND OWING. Note: In accordance with FL Statute 118.112, Villa Del Sol may require FULL payment of the total of the yearly budgeted maintenance fees if quarterly payments are repeatedly delinquent i.e. two consecutive quarterly payments.

g. Leasing and Sale of Units:

a. Leasing:

- i. No unit may be leased for less than a period of one month. Sub-letting is not permitted.
- ii. In order to assure that all occupants are aware of the Rules and Regulations, and to prevent units from being used without the owner's knowledge or permission, it is necessary for all renters to be interviewed by a representative of Villa Del Sol, Inc. A completed and signed application form acknowledging receipt and understanding of these Rules and Regulations must be furnished together with a copy of the lease agreement and a nonrefundable \$50.00 processing fee applies to first time renters. The Association shall have 15 days prior to intended occupancy to respond.
- iii. Any first time lease package that is not received within the time frame noted above will be subject to a \$50.00 penalty. For any first time lease.
- iv. Renter's pets are not allowed in the unit or on the property at any time.
- v. Each renting owner is responsible for compliance with these rules and regulations by their tenants.
- vi. If the process is not adhered to, owner will be fined \$100.00 per violation with any additional fines to be determined by the Board of Directors

b. Sales:

- i. Unit owners must provide written notice to the Association of intent to sell.
- ii. An Application form, copy of the executed Sales Agreement and a \$50 processing fee must be submitted to the Association prior to sales approval by the Board of Directors.
- iii. The Association will have 15 days from receipt of notice, application form and sales agreement to take action the transaction.
- iv. No unit may be sold without the approval of the Association.

Addendum to Rules of Villa Del Sol Condominium Amended in March 29, 2005
And further amended April 1, 2008

Water Standards

Interior Water Main: Owners who vacate their units for 72 or more hours must turn the water off at their interior Water Main Valve. If you cannot find one in an accessible location within your unit, contact a Plumbing Contractor to install one.

Life of Water Heaters: Owners are expected to track installation dates of their water heaters and pan. They must be replaced after no more than 10 years.

Washing Machines: It is recommended you replace rubber hoses with Reinforced Hoses.

Owners not adhering to these standards can be held responsible for damages done to community property as well as damage to other units.

Water Standards adopted on March 11 2015.

Owners Signature