



Association Management

River Club of Martin County 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 Page
- Acknowledgement of River Club Documents
- Pet Page
- Email Authorization
- Website Request Form
- Disclosure Summary
- Voting Certificate
- Hurricane Protection Form
- Copy of executed Sales Contract
- Non-refundable Processing Fee of \$100.00 payable to Watson Association Management, LLC

- **For Leases:**

- Lease Application Page
- Vehicle Information Page
- Deed Restricted Community Page
- Acknowledgement of River Club Documents
- Pet Page
- Addendum to Lease Page
- Copy of executed Lease Contract
- Non-refundable Processing Fee of \$100.00 payable to Watson Association Management, LLC

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



Watson 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? Yes No If Yes, list name, age & 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
- 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 RIVER CLUB OF MARTIN COUNTY, 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.)

*****OWNERS MUST OWN THEIR UNIT FOR A PERIOD OF 1 (ONE) YEAR
PRIOR TO LEASING.*****

LESSEE/PURCHASER: _____ Date: _____
Signature _____

LESSEE/PURCHASER: _____ Date: _____
Printed Name _____

LESSEE/PURCHASER: _____ Date: _____
Signature _____

LESSEE/PURCHASER: _____ Date: _____
Printed Name _____

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Association Management

VEHICLE INFORMATION

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
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***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

***ANY VEHICLE REGISTERED AS COMMERCIAL AND/OR RECREATIONAL, MOTOR HOMES, MOTORCYCLES, TRAILERS, BOATS, BOAT TRAILERS, CARGO VANS, AND ALL TRUCKS OF ANY TYPE OTHER THAN PICK-UP ARE NOT PERMITTED IN RIVER CLUB OF MARTIN COUNTY, INC.

SIGNATURE	SIGNATURE
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FOR ASSOCIATION USE ONLY

The above application is approved _____ not approved _____

Reason for non-approval: _____

Signer: _____ Position: _____ Date: _____
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Association Management

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 RIVER CLUB OF MARTIN COUNTY, INC., a copy of which I/We have received from the owner.

Lessee/Buyer

Signature _____ Date: _____

Lessee/Buyer

Signature _____ Date: _____

NOTICE OF ACKNOWLEDGEMENT OF RIVER CLUB DOCUMENTS

**I/we have read and understood the following documents
and will abide by them:**

- 1) Declaration of Condominium**
- 2) Articles of Incorporation**
- 3) By-Laws**
- 4) Rules and Regulations**

Signature

Unit #

Printed Name

Signature

Printed Name

Dated



Watson Association Management

PETS ARE NOT PERMITTED ON THE CONDOMINIUM PROPERTY

I/We hereby agree and understand that pets are not permitted on the condominium property, including, but not limited to, Common Property or Common Elements, the Limited Common Property or Limited Common Elements, or the Units. The Association shall have the discretion to impose fines for any violations of this paragraph in such a manner and in such amounts as it may deem necessary from time to time for so long as the violation continues. The provisions in this paragraph shall apply to Unit Owners and their guests, invitees, licensees, and tenants. The term "pet" shall include any pet kept or intended for companionship, interest, amusement, or similar purposes. Nothing in the paragraph shall be construed to violate the Americans with Disabilities Act or any similar codes, laws, regulations, or statutes, to the extent that the same are applicable to the Condominium property.

Signature: _____ Date: _____

Signature: _____ Date: _____

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Association Management

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 River Club of Martin County, Inc and Watson Association Management to send you information 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 developments and issues regarding your investment as an owner in the River Club of Martin County, Inc.

Yes

I authorize River Club of Martin County, Inc and Watson Association Management to email me appropriate meeting notices, agendas, reports, violation letters and other information.

Email Address:

Property Address:

Phone Number(s):

Signature(s):

Printed Name(s):

No

I do not want to receive emails from River Club of Martin County, Inc and Watson Association Management.

RIVER CLUB OF MARTIN COUNTY, INC.
1600 N E Dixie Highway, Jensen Beach, Florida 34957
Email: riverclubofmartincounty@gmail.com

WEBSITE REQUEST FORM

Anyone wishing to set up a login and password to the River Club Web Site must supply the following:

- 1 Building and Unit number**
- 2) First and Last Name**
- 3) Email Address**
- 4) Desired login username (8 characters or less, all lower case)**

NAME: _____

BUILDING: _____ **UNIT:** _____

EMAIL: _____

Please allow a couple of days to provide setup of the account and access. Directors will send an email to the email address of record to acknowledge setup, provide a temporary password and have tested the access. Once you receive this email, you now have access to the web site.



Watson Association Management

Disclosure Summary For River Club of Martin County, Inc.

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 monthly maintenance assessments to the association. Assessments may be subject to periodic change.
4. You will be obligated to pay any special assessments that may be imposed by the association.
5. You may be obligated to pay a special assessment to the respective municipality, county, or special district. All assessments are subject to periodic change.
6. Your failure to pay any of these assessments could result in a lien on your property.
7. 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.
8. These documents are matters of public record and can be obtained from the record office in the county where the property is located or from Watson Association Management, LLC for a fee.

Purchaser: _____ Date: _____

Purchaser: _____ Date: _____

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Association Management

(SALES ONLY)

VOTING CERTIFICATE
River Club of Martin County, Inc.

Know all men by these present, that the undersigned is the record owner (s) IN RIVER CLUB OF MARTIN COUNTY, 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 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, FL 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.

RIVER CLUB OF MARTIN COUNTY, INC.

To Whom It May Concern:

The membership of River Club of Martin County, Inc. passed an amendment to the Declaration of Condominium which states:

AS OF JUNE 1, 2009, WHEN A UNIT IS PURCHASED/CONVEYED, THE BUYER MUST ENSURE THE UNIT'S HURRICANE PROTECTION IS UP TO CURRENT FLORIDA BUILDING CODE (FBC) IMPACT RATING STANDARDS WITHIN 30 DAYS OF CLOSING.

The returned Sales Application packet must include:

- 1) An inspection report stating the hurricane protection for all exterior openings to the unit meet the current FBC impact rating standards or;
- 2) If the unit does not have hurricane protection, or the existing hurricane protection DOES NOT meet current FBC impact rating standards, then any openings requiring said protection need to be professionally estimated for installation of same. At the time of the closing the amount of a contract to purchase the hurricane protection must be set in an escrow account with the funds to be released upon final county inspection of the installation and;
- 3) When a contractor is selected to install the hurricane protection, a copy of the contractor's license, certificate of insurance, certificate of RCOMC as Added Insured and a signed copy of the contract must be delivered to the Association business office, located at 1600 NE Dixie Hwy., Jensen Beach, Florida, 34957 for the unit file.

I / We have read the above:

OWNER'S NAME (PRINTED): _____

OWNER'S SIGNATURE: _____
Date: _____ Building: _____ Unit: _____

NEW OWNER'S NAME (PRINTED): _____

NEW OWNER'S SIGNATURE: _____
Date: _____ Building: _____ Unit: _____



Association Management

Addendum to Lease

“The tenant hereby agrees, in accordance with Florida Law, that upon receipt of notice from **River Club of Martin County, Inc.** (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 to 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 **River Club of Martin County, Inc.**

Lessee Signature _____ Date: _____

Lessee Signature _____ Date: _____

Owner Signature _____ Date: _____

Owner Signature _____ Date: _____

Property Address: _____