

# RESIDENCES AT LEGACY PLACE CONDO

## Instructions for Lease OR Purchase Application

### Fees required

<u>Lease</u>	<u>Purchase</u>
\$100 non-refundable application fee payable to: <u>RESIDENCES AT LEGACY PLACE CONDO</u>	\$100 non-refundable application fee payable to: <u>RESIDENCES AT LEGACY PLACE CONDO</u>
Money order or cashier's check is the only form of payment accepted.	

### Documents required, filled out and signed

<u>Lease</u>	<u>Purchase</u>
<ul style="list-style-type: none"><li>• Application to the Association (*)</li><li>• Lease fully executed copy</li><li>• Gate access form (*)</li><li>• Rules and Regulations (*)</li><li>• Drivers License(s) photo ID copy</li></ul>	<ul style="list-style-type: none"><li>• Application to the Association (*)</li><li>• Sale fully executed copy</li><li>• Gate access request form (*)</li><li>• Rules and Regulations (*)</li><li>• Estoppels request form (*) take to Banyan Office</li><li>• Drivers License(s) photo ID copy</li></ul>
* Forms provided in package	

### Other information

- ◆ Pet restriction: Up to 2 pets, single or combined 80LBS. No aggressive breeds
- ◆ Owners are to ensure that their tenants/buyers are provided the governing documents.
- ◆ Owners are responsible for providing tenants/buyers with remotes and or common area keys.
- ◆ Owners must have any open violation(s) closed and account paid current by the time of approval.
- ◆ No commercial vehicles.
- ◆ Clickers and or common area keys can be purchased at the on-site office.
- ◆ Please allow 10 days to process application.

**\*\*\*\* Application will NOT be accepted without the required fees. \*\*\*\***

**\*\*\*\*\* INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. \*\*\*\*\***

Submit the entire package to: RESIDENCES AT LEGACY PLACE CONDO  
11000 Legacy Place (Clubhouse)  
PGB, FL 33410

Submit package during: 10:30am - 1:30pm and again 4:30pm - 6:30pm

Direct all inquiries regarding this application to:  
raul.medina@banyanproperty.com or 561-776-0898

Sincerely,

Application Processing  
Customer Service Department

Application  
RESIDENCES AT LEGACY PLACE CONDO

*Note:* Please print legibly and complete all the sections. Mark N/A if not-applicable.

<input type="checkbox"/> <u>Lease</u> <input type="checkbox"/> <u>Purchase</u> Check one
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UNIT INFORMATION

UNIT ADDRESS	MOVE-IN DATE
CURRENT OWNER NAME	CONTACT #

APPLICANT INFORMATION

APPLICANT NAME	CO-APPLICANT NAME
PRIMARY CONTACT #	PRIMARY CONTACT #
EMAIL	EMAIL
CURRENT MAILING ADDRESS	CURRENT MAILING ADDRESS
CITY-ST-ZIP	CITY-ST-ZIP
DRIVERS LICENSE #                      STATE	DRIVERS LICENSE #                      STATE
EMERGENCY CONTACT NAME - TELEPHONE	EMERGENCY CONTACT NAME - TELEPHONE

OTHER OCCUPANTS

NAME	RELATIONSHIP	DOB	AGE
NAME	RELATIONSHIP		AGE

VEHICLE INFORMATION (some vehicles may be prohibited).

MAKE	MODEL	MAKE	MODEL
COLOR	TAG #	STATE	COLOR
			TAG #
			STATE

PET INFORMATION (write none if no pets)

TYPE	BREED - _____ Rabbies license tag numer	COLOR	WEIGHT
TYPE	BREED - _____ Rabbies license tag numer	COLOR	WEIGHT

Signature Applicant \_\_\_\_\_ Date \_\_\_\_\_

Print applicant name: \_\_\_\_\_

Signature Co-Applicant \_\_\_\_\_ Date \_\_\_\_\_

Print co-applicant name: \_\_\_\_\_

Gate / Clicker Access Request  
RESIDENCES AT LEGACY PLACE CONDO

Unit Information

OFFICE USE ONLY		ADDRESS	MOVE-IN DATE
Gate #			
Building #	Unit #		
TENANT NAME TO BE DISPLAYED (LAST NAME, FIRST NAME)			
TELEPHONE NUMBER TO PROGRAM INTO GATE SYSTEM		<u>No international or internet phone #'s.</u> <u>Some cell phones may not work.</u>	

Gate Remote Code Number: \_\_\_\_\_  
 (Code #'s can be found on the back or inside of the remote) \_\_\_\_\_

- **Additional Clickers cost \$75 each.**  
Make payable to Legacy Place. Money order only.
- **You may not register a clicker already registered to another owner or unit.**
- **A new clicker may be purchased by a third party on behalf of the owner.**  
**Owner authorizes \_\_\_\_\_ to purchase clicker on the owner's behalf.**  
**(provide name )**

Instructions to open the gate when called:  
 Answer the phone. The other party will say they are at the gate. Press "9" on your phone and the gate will open automatically.

Instructions for gaining access thru the gate:  
 Scroll down to the name you wish to contact. Dial the code number by the name on the call box. When your party answers tell them your at the gate. Drive thru when the gate open.

I certify, by my signature, that I am a tenant of RESIDENCES AT LEGACY PLACE CONDO. I agree that the Security Gate Access Control Devices are the property of unit. Upon the sale or lease of my unit, I relinquish any right to access the community of RESIDENCES AT LEGACY PLACE CONDO, and all access devices will be provided to the tenant/new owner.

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

**For Office Use Only**

Gates updated N \_\_\_\_ S \_\_\_\_ W \_\_\_\_

RESIDENCES AT LEGACY PLACE CONDO  
**RULES AND REGULATIONS**

The following is a brief summary of the Document Rules & Regulations of the Association. These are not to be used in place of Association Documents. You are required to read and observe all Rules & Regulations as stipulated in your Documents.

page RR-1 section 4 states, "... or other articles shall be placed in the halls, on the balconies, or on the staircase landings...on any part of the Common Elements."

page RR-4 section 37 states, "The use of gas-fired or charcoal-fired cooking grills is prohibited. There is no cooking allowed of any type on balconies."

page RR-3 section 22 states, "No bicycles, scooters, baby carriages, similar vehicles, toys of other personal articles shall be allowed to stand in any driveways, Common Elements or Limited Common Elements."

page RR-8 section 3 & 5 states, "...#3 or be attached to the building or installed on outside walls... #5...no holes may be drilled through outside walls...Unit Owners are responsible for any damages to Common Elements or the Limited Elements caused by their Satellite Dish or its installation."

page RR-2 section 13 states, "... nothing, including, but not limited to, antennas, signs, notices, awning, curtains, shades, window guards, light reflective materials, hurricane or storm shutters, or other items shall be attached or affixed to the exterior of any Unit or balcony or exposed on or projected out of any window, door or balcony of any Unit..."

page RR-2 section 20 states, "No inflammable, combustible or explosive fluid, chemical or substance shall be kept in any Unit or Limited Common Element assigned thereto or storage area, except such as are required for normal household use."

page RR-4 section 40 states, "In the event holiday lights are added to exterior of Unit, they must be removed within seven (7) days after holiday."

page RR-2 section 15, "No Unit Owner shall make or permit any disturbing noises in the building..."

page RR-1 section 1, "...must not be obstructed or used for any purpose other than ingress and egress, to and from the premises..."

page RR-2 section 12 states, "The exterior of the Condominium Units and all other exterior areas appurtenant to a Condominium Unit, including, but not limited to, balcony walls, railings, ceilings or doors, shall not be painted, decorated or modified by a Unit Owner in any manner without the prior consent of the Association."

page RR-3 section 36 states, "...the duty and responsibility of each such Owner to clean up after such animals, which have deposited droppings on any public street abutting or visible from the Property and properly dispose of any animal waste."

page RR-3 section 36 states, "...no aggressive breeds of dogs (pit-bull dogs, Doberman, Rottweiler, etc.) or any other animals determined in the Board's sole discretion to be dangerous or a nuisance..."

page RR-3 section 36 states, "...no more than 2 pets, with a maximum of eighty (80) pounds for one or two combined, per unit..."

page RR-2 section 17 states, "The exterior appearance of all window coverings shall by white in color."

page RR-2 section 17 states, "No awning, canopy, shutter or other projection shall be attached to or placed upon the outside walls or doors or roof of the building..."

page RR-4 section 38 states, " Bicycle riding, skateboarding or rollerblading is prohibited in common areas."

page RR2 section 16 states, "No sign, advertisement, notice or other lettering shall be exhibited, displayed, inscribed, painted or affixed in, on or upon any part of the Condominium Unit or Condominium Property by any Unit Owner or occupant..."

page RR-1 section 3 states, "The personal property of all unit Owners shall be stored within their Condominium Units or assigned storage areas."

page RR-1 section 5, "... sweep or throw from premises any dirt or other substance into any halls or balconies or elsewhere in the building or upon the grounds"

page RR-1 section 6 states, "Refuse and bagged garbage shall be deposited only in the areas provided therefore. In this regard, all refuse must be bagged in sealed garbage bags."

**Parking Policy**

- Park in your assigned parking space. The number is painted in black on the bumper with white background.
- Guest parking is first come first serve. They are painted in yellow background and black letters.
- If someone parks in your assigned space, you may have the vehicle towed or have a warning placed on it by calling the security officer at 561-722-4838 or the office during hours of operation.
- Vehicles parked on the sidewalk or in the street wil be towed on sight.
- No commercial vehicles, trailers, recreational vehicle or motorcycles are allowed.
- Guest parking pass can be obtained by calling the security officer 561-722-4838 or the office duriing hours of operation. The guest pass is go for the month it is issued in.
- No more than two consecutive guest passes can be issued.
- Any vehicle without a guest pass or sticker will have a tow warning placed on it. This is done nightly between 3am – 4am.

I have read the Rules and Regulations above for RESIDENCES AT LEGACY PLACE CONDO.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-applicant Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

Banyan Property Management, Inc.  
2328 S. Congress Ave. Suite 1-C  
West Palm Beach, FL 33406

office (561) 649-8585  
fax (561) 649-0188

www.BANYANPROPERTY.com

**Request for Resale Package/Questionnaires**  
RESIDENCES AT LEGACY PLACE CONDO

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

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

**THE FOLLOWING INFORMATION IS REQUIRED FOR OUR OFFICE TO PROCESS A RESALE PACKAGE**, which includes: the Estoppels Certificate; complete set of Association Documents (including the Declaration, Bylaws, Articles of Incorporation and any subsequent recorded Amendments); Association Rules and Regulations; and pertinent Association Forms.

**NOTE: FORM MUST BE FILLED OUT IN ITS ENTIRETY BEFORE PROCESSING WILL BEGIN** Please note if the account is in collection with an Attorney or the current owner is not listed, the estoppels may take additional time and also could incur additional fees in order to be processed.

Include a check from the title company or a cashier check/money order with your request. Payment must be received before paperwork processing will begin. Copies of checks will not be accepted as valid payment. Fees are not collected at time of settlement. The Estoppels Certificate will be invalid if payment is not honored.

RESIDENCES AT LEGACY PLACE CONDO

<p><b><u>Unit</u></b> street address: _____ Seller's name: _____</p>
<p><b><u>Buyer</u></b> Buyer's Full Name: _____ Co-Buyer's Full Name: _____ Buyer's Phone #: _____ Fax #: _____ Email: _____</p>
<p><b><u>Delivery Information</u></b> Requested By: _____ Phone: _____ Type of Address: <input type="checkbox"/> Business <input type="checkbox"/> Residence Name: _____ Business Name (if applicable): _____ Street Address (P.O. Boxes not accepted): _____ City: _____ State: _____ Zip: _____  <b><u>Electronic Delivery:</u></b> the Estoppel Certificate can be delivered electronically by fax and/or e-mail upon completion at no extra charge. If this service is desired, please provide; Attention: _____ Fax: _____ E-Mail: _____</p>

**Processing**

Note: When processing is complete, the Estoppels Certificate will be faxed to you and the complete "Important Documents package" will be sent by the shipping method you select below.

Standard Processing ( 15 Business Days) -	\$200.00 plus shipping	
Rush Processing (3 Business Days) - shipping	\$250.00 plus	
Overnight Processing (1 Business Day) -	\$300.00 plus shipping	
Standard Refinance ( 15 Business Days) -	\$150.00 plus shipping	
Rush Refinance ( 1 Business Day) -	\$200.00 plus shipping	
Questionnaires (2 Business Days) -	\$150.00 plus shipping	

Shipping Method ( You must select a shipping method, unless you are ordering a refinance package)

Standard Shipping – (5 Business Days).	\$15.00	
Rush Shipping – (3 Business Days)..	\$15.00	
Overnight Shipping – (Next Business Day)..	\$45.00	
Pick up from Banyan Property Management	( No Charge)	-0-
Account Administration Fee -	\$100.00	100.

Total Due

**PLEASE MAIL A COPY OF THE BUYER'S HUD STATEMENT, WARRANTY DEED AND CLOSING CHECK TO ENSURE TIMELY AND ACCURATE TRANSFER OF TITLE FOR OUR RECORDS.**

**Payment Information** Note: *Acceptable Forms of Payment*

Check from the title company	ck#	
Cashier check or money order	cc/mo #	

Include a check from the title company or a cashier check/money order with your request. Payment must be received before paperwork processing will begin. Copies of checks will not be accepted as valid payment. Fees are not collected at time of settlement. The Estoppels Certificate will be invalid if payment is not honored.

**NO PERSONAL CHECKS ACCEPTED**