

Crest Management  
6413 Congress Ave #100  
Boca Raton, FL 33487  
561-994-2334

# **Tiburon II Homeowners Association**

## **Inc. RE-SALE or LEASE APPLICATION**

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**This package must be submitted to CREST FULLY COMPLETED & SIGNED in all required areas. All documents must be in order as requested on the below checklist. If ANY information is incorrect, incomplete, or out of order it will be returned.**  
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### **INFORMATION REGARDING THE SCREENING PACKAGE**

- Crest will only provide updates of application status to the Applicant(s).
- A Screening package is considered complete when all information is properly filled out and listed requirements have been provided to the management company. Incomplete packages will not be accepted.
- All occupants over the age of 18 must file an application. Application fee is per person OR married couple (If Different Last Name Marriage Certificate is required).  
Non-Refundable processing fees payable to **(ONLY CASHIER'S CHECK OR MONEY ORDER):**
  - **Crest Management Group:** \$200.00 (Per person or married couple)
- The Approval process may take up to **thirty (30) days.**
- **All Applicants** are required to have an orientation interview. Interview must be completed **four (4) weeks** prior to occupancy. Occupancy prior to the approval is **prohibited.**
- **Orientation interviews are conducted the 1<sup>st</sup> Tuesday or 3<sup>rd</sup> Saturday of every month.**

### **INDIVIDUAL COMMUNITY REQUIREMENT CHECK LIST**

1. **Clear photocopy of valid State ID, Driver's License, or Passport must be provided.**\*\*\*\*\*
  2. Copy of Vehicle Registration and Proof of Vehicle Insurance must be provided.
  3. Copy of SIGNED Sales Agreement or Lease Agreement.
  4. Application for Occupancy
  5. Background Authorization Form
  6. Acknowledgment Form in regards to Rules and Regulations and ARB Guidelines, must be notarized
  7. Pet Registration Form (if applicable), if no animal then mark page N/A
  8. Minimum Credit Score of 650
  9. \$1,000.00 Refundable Common Area Security Deposit payable to Tiburon II HOA in the form of money order or cashier's check is required. The Security Deposit is applicable for LEASE APPLICATIONS ONLY and is to be submitted at the time the Lease Application is submitted.
  10. All resales have a three month assessment for the Reserved Capital COLA Contribution
  11. All buyers or landlords will need to provide the declaration page of their HO3 policy
- ✓ All above items must be submitted as a completed package and provided to Crest Management Group

## Purchase or Lease Application

### TIBURON II HOMEOWNERS' ASSOCIATION, INC.

Please print legibly and complete all the sections.

LEASE BEGIN DATE:	LEASE END DATE:	SALE CLOSING DATE:
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#### UNIT INFORMATION

PROPERTY 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-STATE-ZIP	CITY-STATE-ZIP
EMERGENCY CONTACT NAME & TELEPHONE	EMERGENCY CONTACT NAME & TELEPHONE
MARTIAL STATUS      MARRIED ( )      SINGLE ( )	MARTIAL STATUS      MARRIED ( )      SINGLE ( )

#### OTHER OCCUPANTS

NAME	RELATIONSHIP	DOB
NAME	RELATIONSHIP	DOB
NAME	RELATIONSHIP	DOB

#### REALTOR INFORMATION

REALTOR'S NAME	PHONE #	EMAIL
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## **ADDITIONAL INFORMATION**

### **EMPLOYMENT HISTORY**

**ARE YOU:** Self-Employed? Yes ( ) No ( ) Retired? Yes ( ) No ( )

EMPLOYER	CO-APPLICANT/SPOUSE EMPLOYER
CITY-STATE-ZIP	CITY-STATE-ZIP
PHONE #	PHONE #
EMPLOYED FROM: TO:	EMPLOYED FROM: TO:
DEPARTMENT OR POSITION	DEPARTMENT OR POSITION
SUPERVISOR	SUPERVISOR
MONTHLY INCOME	MONTHLY INCOME

### **VEHICLE INFORMATION**

*NOTE: Certain vehicles may be prohibited*

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

### **PET INFORMATION**

(Write none if no pets)

Please complete and submit the Pet Registration Form contained in this application.

TYPE	BREED	RABIES LICENSE TAG #	COLOR	WEIGHT
TYPE	BREED	RABIES LICENSE TAG #	COLOR	WEIGHT

## **TIBURON II HOMEOWNERS' ASSOCIATION, INC.**

### **AUTHORIZATION FILE DISCLOSURE**

#### **APPLICANT/TENANT CONSENT**

I hereby consent to allow Trans Union., through its designated agent/employee, to obtain and verify my consumer reports, including but not limited to, my credit report, criminal information, and eviction information for the purpose of determining my eligibility to lease/purchase a villa. I further understand if I lease/purchase a villa, I consent to allow Verify Screening Solution, Inc., and its designated agent /Employee, for the duration of my lease, to review the following list of information to assess risk, for analytics, for process improvement and other uses: my consumer reports, including but not limited to my credit report, criminal information, eviction information, my rental payment history and occupancy history, and other information. The facts set forth in my application for residency are true and complete. False, fraudulent, or misleading information on an application may be grounds for denial of residency, or subsequent eviction.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Driver ' s License Number

\_\_\_\_\_  
State

\_\_\_\_\_  
2nd Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Driver' s License Number

\_\_\_\_\_  
State

**ADDITIONAL OCCUPANTS OVER 18. AN AUTHORIZATION FORM IS REQUIRED**

**Tiburon II Homeowners Association, Inc.**

**ACKNOWLEDGMENT FORM**

**Purchase and/or Property Address:** \_\_\_\_\_

I (we) have received a copy of the official Declaration of Covenants, Amendments, Bylaws, Boca Del Mar Restrictions and Articles of Incorporation, Rules and Regulations, ARB Application and ARB Guidelines of the community. The Tiburon II community is governed by a Declaration of Conditions, Reservations and Restrictions (the "Declaration"), which serves as the contract between homeowners such as yourselves and the Association. They have been fully explained to me (us) and I (we) agree to abide by the Tiburon II Homeowners Declaration of Covenants, Amendments, Bylaws, Boca Del Mar Restrictions and Articles of Incorporation, Rules and Regulations, ARB Application and ARB Guidelines.

Keys to the mailbox and the pool and tennis courts are passed from owner to tenant. Any questions about the mailbox should be directed to the United States Postal Service. Any questions about pool and tennis courts keys should be directed to the owner.

FURTHER AFFIANT SAYETH NAUGHT.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

SWORN AND SUBSCRIBED before me, by means of physical presence, on this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by  
\_\_\_\_\_ who is personally known to me or produced  
\_\_\_\_\_ as identification and who did take an oath.

My Commission Expires:

\_\_\_\_\_  
NOTARY PUBLIC, State of Florida

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

Return to Crest Management 6413 Congress Ave Ste 100, Boca Raton, FL 33487

## **TIBURON II HOMEOWNERS' ASSOCIATION, INC.**

### **PET REGISTRATION FORM**

*(Please use one (1) pet registration form for each pet)*

**(Please Print Legibly)**

Resident Name(s): \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Pet Name: \_\_\_\_\_ Breed: \_\_\_\_\_ Color: \_\_\_\_\_

Weight: \_\_\_\_\_ Sex (Circle One): Female/Male Date of Birth/Age: \_\_\_\_\_

Rabies Certification Date: \_\_\_\_\_ License Tag No: \_\_\_\_\_ Chip: \_\_\_\_\_

Spayed/Neutered: \_\_\_\_ Yes / \_\_\_\_ No Vaccinated: \_\_\_\_ Yes / \_\_\_\_ No

**Please submit this form via hand delivery or USPS to Crest Management along with the registration fee in the amount of \$50.00 payable to Tiburon II HOA along with the following documentation:**

1. Photo of Pet
2. Copy of License Tag
3. Copy of Vaccination Records
4. Copy of Rabies Certification

Please note each registration form requires a separate fee and copies of all documentation listed above.

I/We acknowledge we have read, understand, and will comply with the attached Article XIV, Section 1; Pets/Wildlife/Animal of the Declaration of Covenants for Tiburon II Homeowners' Association, Inc.

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

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

## ARTICLE XIV

### USE RESTRICTIONS

Section 1. Pets/Wildlife/Animals. No livestock, reptiles, insects, poultry or other animals of any kind shall be kept in any Unit except that ordinary **domestic dogs, cats, and fish may be kept as household pets within any Unit**. An Owner and/or resident is permitted to keep up to **one (1) dog not over thirty (30) pounds when fully grown and two (2) cats in his or her Lot/Unit**; however, under no circumstances will any dog whose breed is known for its aggressiveness or ill-temper, in particular, the "Pit Bull" (as hereinafter defined) Rottweiler, Mastiff, Presa Canario, Chow, Doberman or any crossbreeds thereof, shall be permitted on any portion of the Property. A "Pit Bull" is defined as any dog that is an American Pit Bull Terrier, American Staffordshire Terrier, Staffordshire Bull Terrier, or any dog displaying a majority of the physical traits of any one (1) or more of the above breeds, or any dog exhibiting those distinguishing characteristics which substantially conform to the standards established by the American Kennel Club or United Kennel Club for any of the above breeds.

Pets/animals must be registered with the Association by filling out a registration form along with a one-time fee of fifty dollars (\$50.00). Dogs and cats who occupy or visit and spend more than thirty (30) days in any Unit must be registered with the Association and pay the registration fee. An Owner must provide the Association with a photo of the pet/animal along with proof of licensure and vaccinations. No exotic pet or any animal of any kind which has venom or poisonous defense or capture mechanisms, or if let loose would constitute vermin, shall be allowed on any portion of the Common Areas or kept on any Lot/Unit. Pets/animals may not be kept, bred or maintained for any commercial purpose. Any pet/animal must be temporarily caged, carried or kept on a leash at all times when outside of a Unit. No pet/animal shall be kept tied outside a Unit unless someone is present with it. An Owner shall immediately pick up and remove any solid animal waste deposited by their pet/animal. The Owner shall compensate any person hurt or bitten (or whose pet or animal is hurt or bitten) by his or her pet/animal and shall indemnify the Association and hold it harmless against any loss or liability of any kind or character whatsoever arising from or growing out of having any animal within the Common Areas. An Owner shall be responsible for any damages caused by their pets/animals to the Common Areas, the cost of which shall be collectible, lienable and foreclosable the same as an unpaid assessment under this Declaration. If a dog or any other animal becomes obnoxious or a nuisance by barking, biting, jumping, displaying aggressive behavior or otherwise, the Owner thereof must cause the problem to be corrected; or, if it is not corrected, the Owner, upon written notice by the Association, will be required to permanently remove the pet/animal from the Unit.

No birds are permitted except any birds that are currently owned by an Owner as of the date of the recording of this amendment. No feeding of ducks, squirrels, birds or any other wildlife is permitted. No bird baths or bird feeders are permitted on any Lot. No food or water for any wild or unowned animals is permitted to be left outside a Unit. The Board of Directors may promulgate rules and regulations from time to time as necessary, in its discretion, to regulate pets and animals.