

CYPRESS POINT NEIGHBORHOOD ASSOCIATION

Thank you for obtaining an "Application for Residency" for your pending move.

Please be aware the completed application must be received by our office not less than twenty (20) working days prior to the anticipated move in date. Please plan your closing accordingly.

Please keep in mind your Application for Residency will be processed in the same manner in which every application is processed through our office, a process which cannot be rushed, in order to treat every applicant fairly.

Submitting your application in a timely manner will give our office the time necessary to properly process same. Application packages submitted incomplete will be returned and not processed.

Once your completed application has been duly processed, you will be contacted for a screening interview, prior to moving in and prior to the issuance of the necessary "Certificate of Approval".

We greatly appreciate your understanding and cooperation in this regard and look forward to the opportunity to issue your Certificate of Approval.

Once the screening application has been returned from the credit check you will be scheduled for an in-person interview

If you have any questions regarding the screening process, please feel free to call our office at (954) 846-7545, Monday through Friday 9:00 – 5:00 PM.

Thank you.

Provide us with the following information so you may be contacted for your interview.

Name: _____

Home: _____ Business: _____

Home: _____ Business: _____

LEASE APPLICATION PACKAGE

The following requirements must be met in order to Lease.

1. The fee to process this application is \$100.00 (non-refundable) per individual applicant over 18 years old. (Married couple and children over the age of 18 the fee is \$100.00 and proof of marriage **must** be provided). Cashier checks and money orders are the only acceptable form of payment. Checks are to be made payable to **Cypress Pointe Neighborhood association**. Also, please include a \$50.00 processing fee check payable to Miami Management.
2. A fully completed application for residency, signed by the current unit owner and lessee, **MUST** be with the completed package. Omissions on this application could result in the rejection of said package.
3. A copy of the lease **MUST** accompany the completed application package.
4. Please provide verification of your bank account. Please go to your bank for a written verification stating opening date of account and average balance signed by a bank employee. Please attach to application.
5. **NO APPLICATIONS WILL BE CONSIDERED FOR APPROVAL IF THE UNIT OWNER IS DELINQUENT IN ANY MONIES DUE TO THE ASSOCIATION.**
6. Application packages submitted incomplete will be returned and will not be processed until **ALL** required items have been provided.
7. If you are self-employed please attach a copy of your last tax return.

PLEASE ALLOW A MAXIMUM OF TWENTY (20) WORKING DAYS PRIOR TO ESTIMATED MOVE IN DATE FOR THE PROCESSING OF YOUR APPLICATION.

"The Broward County Human Rights Ordinance prohibits discrimination in the terms or conditions of housing, including the sale or rental of a dwelling, on the basis of race, color, religion, sex, national origin, age, marital status, political affiliation, familial status, disability, sexual orientation, pregnancy, or gender identity or expression."

THANK YOU.

Unit Owner

Unit Owner

Purchaser/Lessee

Purchaser/Lessee

CYPRESS POINTE NEIGHBORHOOD ASSOCIATION

I (WE) HEREBY REPRESENT THAT ALL OF THE ATTACHED INFORMATION IS TRUE AND COMPLETE AND AUTHORIZED THE VERIFICATION OF SAME BY REASONABLE MEANS. APPLICANT(S) UNDERSTAND THAT FALSE INFORMATION GIVEN HEREIN MAY CONSTITUTE GROUNDS FOR REJECTION OF THIS APPLICATION AND/OR FORFEITURE OF ANY DEPOSITS.

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

I (WE) ACKNOWLEDGE VEHICLES ARE LIMITED TO STANDARD MOTOR CARS (NO BOATS, NO MOTORCYCLES, NO TRAILERS, NO COMMERCIAL VEHICLES).

I (WE) ACKNOWLEDGE THAT I (WE) CANNOT OCCUPY THE PREMISES WITHOUT AUTHORIZATION FROM THE ASSOCIATION. (IN THE EVENT UNAUTHORIZED OCCUPANCY OCCURS THIS APPLICATION WILL NOT BE ACCEPTED FOR CONSIDERATION UNTIL OCCUPANT VACATES COMPLETELY OR APPLICATION MAY BE REJECTED IN ENTIRETY).

I (WE) ACKNOWLEDGE THE PROCESSING OF THIS APPLICATION MAY TAKE FROM THREE TO FOUR WEEKS.

I (WE) AGREE NO TRANSIENT OCCUPANCY IS ALLOWED AND A COPY OF EACH AND EVERY LEASE AND RENEWAL LEASE OR AGREEMENT MUST BE PROVIDED TO THE ASSOCIATION.

I ACKNOWLEDGE AND AGREE THAT SHOULD THE OWNER BECOMES DELINQUENT IN PAYING ANY MONETARY OBLIGATION TO THE ASSOCIATION DURING THE TENANCY OF THE LEASE, I WILL PAY THOSE MONETARY OBLIGATIONS UPON WRITTEN DEMAND FROM THE ASSOCIATION. A TENANT WHO ACTS IN GOOD FAITH IN RESPONSE TO A WRITTEN DEMAND FROM ASN ASSOCIATION IS IMMUNE FROM ANY CLAIM FROM THE PARCEL OWNER (FLA. STATUTE 720.3085).

THE ASSOCIATION AND ITS AGENT, IN THE EVENT OF A CONSENT TO A LEASE, IS HEREBY AUTHORIZED TO ACT AS OUR AGENT WITH FULL POWER AND AUTHORITY TO TAKE SUCH ACTION AS MAY BE REQUIRED TO COMPEL COMPLIANCE BY OUR LESSEE(S) AND/OR GUESTS WITH THE PROVISIONS OF THE DECLARATION OF THE ASSOCIATION, ITS SUPPORTIVE EXHIBITS, THE LAWS OF THE STATE OF FLORIDA AS THEY APPLY TO THE ASSOCIATION AND THE RULES AND REGULATIONS OF THE ASSOCIATION. IN THE INSTANCE OF ANY VIOLATION OF ANY OF THE ABOVE BY THE LESSEE(S) AND/OR THEIR GUESTS, UNDER APPROPRIATE CIRCUMSTANCES, THE ASSOCIATION AND ITS AGENT MAY TERMINATE THIS LEASEHOLD. THE LESSOR AGREES TO REIMBURSE THE ASSOCIATION FOR ANY ATTORNEY'S FEES AND COSTS INCURRED AS LESSOR'S AGENT IS SUCH ENFORCEMENT OF LEASE TERMINATION.

OWNER

DATE

LESSEE

DATE

OWNER: _____

PHONE: _____

ADDRESS: _____

AUTHORIZATION TO THIRD PARTIES

I hereby authorize all persons, educational institutions, banks and other financial institutions, current and former employers, current and former landlords; credit reporting agencies, governmental agencies and other organizations, agencies and entities to provide Executive Research, Inc., with any information which Executive Research, Inc., may request.

Applicant Signature

Co-Applicant Signature

Printed Name

Printed Name

Social Security Number

Social Security Number

Date

Date

AUTHORIZATION AND ACKNOWLEDGMENT

In connection with my application for Occupancy to _____
I hereby authorize Executive Research, Inc., to perform an investigation of my credit worthiness, credit worthiness, credit standing, character, general reputation, personal characteristics, mode of living and employment/work history, and to provide a report of the investigation to _____. I hereby release and discharge Executive Research, Inc. and _____ from any and all claims, damages, liabilities, costs and expenses arising from retrieving and reporting of such information.

I acknowledge receipt of "A Summary of Your Rights under the Fair Credit Reporting Act" provided to me in accordance with the provisions of the Fair Credit Reporting Act.

Applicant Signature

Co-Applicant Signature

Printed Name

Printed Name

Date

Date

NOTE: Complete all questions and fill in all blanks. If any questions is not answered or left blank, this application may be returned, not processed, and/or not approved. Print or type all information clearly. All information in this application will be verified.

APPLICATION FOR OCCUPANCY

NOTE: All telephone numbers must be reachable between the hours of 8:30 am - 5:00 pm. Date: _____ 200____ Assn: _____

Purchase: _____ Lease: _____ Bldg: _____ Unit: _____ Address: _____

Applicant Full Name: _____ Birth Date: _____ Social Security # _____
(Last, First, Middle)

Co-Applicant Full Name: _____ Birth Date: _____ Social Security # _____
(Last, First, Middle)

Single: _____ Married: _____ Widowed: _____ Divorced: _____ Separated: _____ How Long: _____ Maiden Name: _____

Have you ever been convicted of a crime Yes No If yes, Date(s): _____ Where Convicted: _____

Charge(s): _____

Co- Applicant - Have you ever been convicted of a crime: Yes No If yes, Date(s): _____ Where Convicted: _____

Charge(s): _____

Number of adults (18+) who will occupy unit: _____ Pets: YES NO Describe: _____

Names and ages of others who will occupy unit: _____

Names and ages of others who will occupy unit: _____

Have any of the other occupants been convicted of a crime: YES NO If yes, explain: _____

In case of emergency, please notify: _____

Telephone No. - Work: _____ Cell: _____

PART I - RESIDENCE HISTORY

(Full addresses must be provided, unit, city, state, zip code, etc.)

A. Present address: _____ Phone: _____

Name of development: _____ Phone: _____ From _____ To _____

Landlord/Mortgage Company: _____ Amount: _____ Phone: _____

Address: _____ Mortgage/Loan Number: _____

B. Previous address: _____ Phone: _____

Name of development: _____ Phone: _____ From _____ To _____

Landlord/Mortgage Company: _____ Amount: _____ Phone: _____

Address: _____ Mortgage/Loan Number: _____

C. Previous address: _____ Phone: _____

Name of development: _____ Phone: _____ From _____ To _____

Landlord/Mortgage Company: _____ Amount: _____ Phone: _____

Address: _____ Mortgage/Loan Number: _____

PART II - EMPLOYMENT AND BANK REFERENCES

A. Employed by: _____ Phone: _____

How Long: _____ Position: _____ Approx Income per month: _____

Address: _____ Supervisor: _____

B. Spouse's Employment: _____ Phone: _____

How Long: _____ Position: _____ Approx Income per month: _____

Address: _____ Supervisor: _____

C. Bank Name: _____ Account Number: _____

Address: _____ Phone: _____ How Long? _____

Number of vehicles (include company issued): _____ Drivers License Number: _____ State: _____

Make: _____ Model: _____ Year: _____ Color: _____ Tag Number: _____

Make: _____ Model: _____ Year: _____ Color: _____ Tag Number: _____

Make: _____ Model: _____ Year: _____ Color: _____ Tag Number: _____

Make: _____ Model: _____ Year: _____ Color: _____ Tag Number: _____

I hereby acknowledge that _____ Cypress Pointe Neighborhood Association and/or its agent, Executive Research, Inc. may verify the information supplied by the applicant in this application, may obtain credit reports and may investigate the applicant(s) credit and background; including, but not limited to information as to character, general reputation, personal characteristics, and mode of living as provided by the Fair Credit Reporting Act. This may include a verification of bank accounts, references, and employment. The applicant hereby authorizes and consents to _____ Cypress Pointe Neighborhood Association and/or its agent, Executive Research, Inc. to perform such verification and investigation.

Applicant Signature: _____

Co-Applicant Signature: _____

CYPRESS POINTE NEIGHBORHOOD ASSOCIATION, INC.

RULES & REGULATIONS

**Please note the following Rules & Regulations are summary in nature. To ascertain specific details please refer to the Homeowner Association's Declaration of Covenants and Restrictions - Article VIII (specific section is indicated for each corresponding rule).

1. All houses must have enclosed garage space for at least two (2) full sized automobiles. Car ports are only permitted upon specific approval by the Architectural Control Committee (Neighborhood Association), and the Architectural Review Board (Master Association). Section 8.4
2. No clothes lines are permitted nor shall any portion of the property be used as a drying or hanging area for laundry. Section 8.5
3. The size and design of all signs, house numbering, outside lamp posts, and mailboxes may be specified by the Architectural Control Committee and shall display continuity and conformity throughout the entire development. All signs are prohibited except with the written permission of the Architectural Control Committee and the Architectural Review Board whereas, if approved, the size, color, content and location of the sign may be restricted. Section 8.6
4. All trash receptacles must be kept in a concealed area except that they may be placed curbside no earlier than the evening before trash pick up and retrieved the evening of a trash pick up day. Section 8.7
5. No trees of four (4) or more inches in diameter shall be removed without the approval of the Architectural Control Committee. In addition, no trees located on the property may be removed without obtaining a permit from the City of Pembroke Pines. Section 8.8
6. Major landscaping projects must be approved by the Architectural Control Committee. In addition, all lots are required to have automated irrigation and a treatment system so as to free the water of elements which cause discoloration (rust stains). Section 8.9
7. No antennas shall be permitted (except where it is protected under FCC guidelines). Wind driven attic ventilators are prohibited. Plumbing and heating vents protruding from roofs shall be painted so as to blend into the roofing color and whenever possible, not be seen from the front elevation. Section 8.10
8. Unless approved by the Architectural Control Committee, no accessory buildings of any kind are permitted other than pool cabanas. Section 8.11

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9. No temporary structures (trailer, tent, shack, etc.) are permitted on any lot. Section 8.13
10. No boats, boat trailers, house trailers, motor homes, trucks, camping trailers, vans, motorcycles, motor scooters, go carts, motor bikes, or other vehicles, whether of a recreational nature or otherwise, except for four (4) wheel passenger automobiles shall be placed where they can be viewed from the streets or any portion of Cypress Pointe. All maintenance and repairs must be conducted within a garage. Section 8.15
11. Vehicles of service personnel (commercial) and vehicles owned or leased by members of the family or owned by temporary guests, may be parked at road side or on the driveways of a residence for no longer than eight (8) hours in a twenty-four (24) hour period. Overnight parking on the streets is prohibited. Section 8.15a
12. No unsightly growth or underbrush shall be permitted to grow upon any lot. In the event that an owner fails to maintain his lot accordingly, the Association, upon giving seven (7) days notice, at its sole discretion may hire the services of an outside contractor and specially assess the homeowner for all costs involved. Section 8.16
13. The composition, location and height of any fence or wall to be constructed on any lot must first be approved by the Architectural Control Committee. Chain link fencing is not permitted. No fences, except those not exceeding four (4) feet in height surrounding swimming pools, will be permitted on the rear 25 feet of any lot adjacent to the golf course. Section 8.19
14. Above ground swimming pools are not permitted. Section 8.21
15. Traditional household pets (birds, cats, dogs, tropical fish, etc.) are permitted. EXCEPT THAT, CATS OTHER THAN HOUSE CATS, PIT BULLS, AND OTHER ANIMALS GENERALLY CONSIDERED TO BE DANGEROUS TO PERSONS OR OTHER ANIMALS, OR PETS WHICH ARE OFFENSIVELY NOISY OR WHICH OTHERWISE SHALL CONSTITUTE A NUISANCE, SHALL NOT BE PERMITTED. All permitted pets must be kept on a leash, carried, or secured in a fenced, back yard area when outside any dwelling. It is the pet owner's obligation to dispose of waste material from pets. Section 8. 24
16. Each owner shall be responsible for mowing, weeding and otherwise maintaining the swale area (including the trees) along the front of each lot in addition to the lot itself. Section 8.26
17. No external air conditioning unit shall be visible from any street. Section 8.28

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18. Awnings, shutters, including hurricane or storm shutters, must be approved by the Architectural Control Committee prior to installation. A disapproval may be rendered based solely upon aesthetic considerations. Section 8.29
19. Tinted glass is permitted so long as it is not mirror reflective. Section 8.31
20. All basketball backboards, children's play structures and other recreational or fitness equipment constructed upon a lot must first be approved by the Architectural Control Committee and shall be located at the rear of a lot, behind a dwelling and in the case of a corner lot, shall be located furthest away from the side street. If approved, the owner may be required to screen said structures from off site view with landscaping. Section 8.32
21. Solar Panels may not be located on the front side of any roof or otherwise located where it is visible from any street. Prior approval from the Architectural Control Committee is necessary. Section 8.33
22. No dwelling may be leased or rented for a term less than one (1) year. Any lease is subject to the approval of the Association who may at its discretion require personal interviews, and other information concerning the proposed occupants including references. Section 8.34
23. All posted speed limits and other traffic signs shall be strictly obeyed. The Association may levy a fine (not to exceed \$100.00 per occurrence) for traffic violations. SPEED LIMIT IS 15 MPH Section 8.40

THE ASSOCIATION MAY UNDERTAKE TO PERFORM CORRECTIVE MEASURES AT THE EXPENSE OF AN OWNER WHO IS IN VIOLATION OF THESE PROTECTIVE COVENANTS.

ALL COSTS AND EXPENSES SO INCURRED SHALL BE RECOVERABLE.

Revised 1/5/98

**RULES AND REGULATIONS
RECEIPT ACKNOWLEDGMENT FORM**

I (WE), the undersigned, do hereby acknowledge receipt of the Rules and Regulations of CYPRESS POINTE NEIGHBORHOOD ASSOCIATION.

I have read and understood same, and hereby agree to abide by said Rules and Regulations.

Lessee

Signature

Lessee

Signature

Date: _____