

## Application Instructions for Purchase and Lease

A **non-refundable** screening fee of \$100.00 is required payable to the association. Applications will not be processed if the application fee is not received. A husband and wife or a partner and dependent child will pay only one screening fee. Otherwise, there is a separate fee for each application.

A **legible** copy of a valid **driver's license** and copy of **social security** card must be included with the application.

Your application will be returned to you if we cannot understand what you have written, you have left any blanks, or you have not supplied all the documents required.

**Due to the screening process, the association cannot process "emergency" or "rush" applications. PLP Board has screenings on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of each month. No Exceptions.**

**Purchasing:** You must return the completed signed application, signed authorization consent form, copy of driver's license, social security card, the purchase and sales agreement along with the **\$100.00** application fee payable to the association. You must allow at least three (3) to four (4) weeks BEFORE closing so the application can be processed.

**Leasing:** You must return the completed signed application, signed authorization consent form, copy of driver's license, social security card and copy of the signed lease, along with the **\$100.00** application fee payable to the association. You must allow at least three weeks prior to the lease starting to have ample time to process the application.

Please send the required information to: Royal Property Management, Inc.  
P. O. Box 771627  
Coral Springs, Fl. 33077

After the application is received and processed the application will be forwarded to the Board and you will be contacted for a screening. **All applicants listed** on the application must be screened and attend the screening. No exceptions.

Royal Property Management, Inc.  
For the Board of Directors

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

PLEASE USE BLACK INK

THIS APPLICATION IS FOR A SINGLE PERSON OR A MARRIED COUPLE ONLY!

## APPLICATION FOR OCCUPANCY

### Plantation Pines Association, Inc.

NOTE: All information supplied is subject to verification. All telephone numbers must be able to be reached between 9-5 P.M. Date \_\_\_\_\_

Purchase \_\_\_\_\_ Lease \_\_\_\_\_ Apt. \_\_\_\_\_ Bldg. No. \_\_\_\_\_ Property Address: \_\_\_\_\_

Full Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

( ) Single ( ) Married ( ) Separated ( ) Divorced - How Long \_\_\_\_\_ Maiden Name \_\_\_\_\_

Have you ever been convicted of a crime \_\_\_\_\_ Date (s) \_\_\_\_\_ County/State Convicted in \_\_\_\_\_

Charge (s) \_\_\_\_\_

Spouse \_\_\_\_\_ Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

Maiden Name \_\_\_\_\_ Have you ever been convicted of a crime \_\_\_\_\_ Date (s) \_\_\_\_\_

County/State Convicted in \_\_\_\_\_ Charge (s) \_\_\_\_\_

No. of people who will occupy unit - Adults (over age 18) \_\_\_\_\_ Description of Pets \_\_\_\_\_

Names and ages of others who will occupy unit \_\_\_\_\_

Applicant(s) Cellular Telephone Number \_\_\_\_\_ Applicant(s) Email Address \_\_\_\_\_

In case of emergency notify \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

### PART I - RESIDENCE HISTORY

\*PLEASE PRINT FULL ADDRESS, INCLUDING UNIT/APT NUMBER, CITY, STATE & ZIP CODE\*

A. Present address \_\_\_\_\_ Phone \_\_\_\_\_

Apt. or Condo Name \_\_\_\_\_ Phone \_\_\_\_\_ Dates of Residency: From \_\_\_\_\_ to \_\_\_\_\_

Own Home \_\_\_\_\_ Parent/Family Member \_\_\_\_\_ Rented Home \_\_\_\_\_ Rented Apt \_\_\_\_\_ Other \_\_\_\_\_ Rent/Mtg Amount \_\_\_\_\_

Name of Landlord \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Mortgage Holder \_\_\_\_\_ Mortgage No. \_\_\_\_\_ Phone \_\_\_\_\_

B. Previous address \_\_\_\_\_ Phone \_\_\_\_\_

Apt. or Condo Name \_\_\_\_\_ Phone \_\_\_\_\_ Dates of Residency: From \_\_\_\_\_ to \_\_\_\_\_

Own Home \_\_\_\_\_ Parent/Family Member \_\_\_\_\_ Rented Home \_\_\_\_\_ Rented Apt \_\_\_\_\_ Other \_\_\_\_\_ Rent/Mtg Amount \_\_\_\_\_

Name of Landlord \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Mortgage Holder \_\_\_\_\_ Mortgage No. \_\_\_\_\_ Phone \_\_\_\_\_

C. Previous address \_\_\_\_\_ Phone \_\_\_\_\_

Apt. or Condo Name \_\_\_\_\_ Phone \_\_\_\_\_ Dates of Residency: From \_\_\_\_\_ to \_\_\_\_\_

Own Home \_\_\_\_\_ Parent/Family Member \_\_\_\_\_ Rented Home \_\_\_\_\_ Rented Apt \_\_\_\_\_ Other \_\_\_\_\_ Rent/Mtg Amount \_\_\_\_\_

Name of Landlord \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Mortgage Holder \_\_\_\_\_ Mortgage No. \_\_\_\_\_ Phone \_\_\_\_\_

**PART II – EMPLOYMENT REFERENCES**

\*Include a recent copy of an earnings statement to expedite processing\*

- A. Employed by \_\_\_\_\_ Phone \_\_\_\_\_  
Dates of Employment: From: \_\_\_\_\_ To: \_\_\_\_\_ Position \_\_\_\_\_ Fax \_\_\_\_\_  
Monthly Gross Income \_\_\_\_\_ Address \_\_\_\_\_
- B. Spouse Employed by \_\_\_\_\_ Phone \_\_\_\_\_  
Dates of Employment: From: \_\_\_\_\_ To: \_\_\_\_\_ Position \_\_\_\_\_ Fax \_\_\_\_\_  
Monthly Gross Income \_\_\_\_\_ Address \_\_\_\_\_

**PART III – BANK REFERENCES**

\*Include a recent copy of a bank statement to expedite processing\*

- A. Bank Name \_\_\_\_\_ Checking Acct. # \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ Fax \_\_\_\_\_
- B. Bank Name \_\_\_\_\_ Savings Acct. # \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ Fax \_\_\_\_\_

**PART IV – CHARACTER REFERENCES (No Family Members)**

\*Please notify Character References that we will be contacting them to obtain a reference\*

1. Name \_\_\_\_\_ Home Phone \_\_\_\_\_  
Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_
2. Name \_\_\_\_\_ Home Phone \_\_\_\_\_  
Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_
3. Name \_\_\_\_\_ Home Phone \_\_\_\_\_  
Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_
4. Name \_\_\_\_\_ Home Phone \_\_\_\_\_  
Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
Email Address \_\_\_\_\_ Cellular Phone \_\_\_\_\_

Driver's License Number (Primary Applicant) \_\_\_\_\_ State Issued \_\_\_\_\_

Driver's License Number (Secondary Applicant) \_\_\_\_\_ State Issued \_\_\_\_\_

Make \_\_\_\_\_ Type \_\_\_\_\_ Year \_\_\_\_\_ License Plate No. \_\_\_\_\_

Make \_\_\_\_\_ Type \_\_\_\_\_ Year \_\_\_\_\_ License Plate No. \_\_\_\_\_

If this application is not legible or is not completely and accurately filled out, Associated Credit (and the Association) will not be liable or responsible for any inaccurate information in the investigation and related report (to the Association) caused by such omissions or illegibility.

By signing the applicant recognizes that the Association and Associated Credit will investigate the information supplied by the applicant, and a full disclosure of pertinent facts will be made to the Association. The investigation may be made of the applicant's character, general reputation, personal characteristics, credit standing, police arrest record and mode of living as applicable. This form is for the exclusive use of Associated Credit Reporting, Inc.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_ Spouse's Signature \_\_\_\_\_ Date \_\_\_\_\_

**DISCLOSURE AND AUTHORIZATION  
FOR CONSUMER REPORTS**

In connection with my application for occupancy for a dwelling and or Residential with \_\_\_\_\_, I understand consumer reports will be requested by you ("Company"). These reports may include, as allowed by law, the following types of information, as applicable: names and dates of previous employers, reason for termination of employment, work experience, reasons for termination of tenancy, former landlords, education, accidents, licensure, credit, etc. I further understand that such reports may contain public record information such as, but not limited to: my driving record, workers' compensation claims, judgments, bankruptcy proceedings, evictions, criminal records, etc., from federal, state, and other agencies that maintain such records.

In addition, investigative consumer reports (gathered from personal interviews, as applicable, with former employers or landlords, past or current neighbors and associates of mine, etc.) to gather information regarding my work or tenant performance, character, general reputation and personal characteristics, and mode of living (lifestyle) may be obtained.

**This authorization is conditioned upon the following representations of my rights:**

I understand that I have the right to make a request to the consumer reporting agency: **United Screening Services, Corp.**(name) ("Agency"), **P.O. Box 55-9046, Miami, FL. 33255-9046** (address), telephone number **(305) 774-1711 or (800) 731-2139**, upon proper identification, to obtain copies of any reports furnished to Company by the Agency and to request the nature and substance of **all information** in its files on me at the time of my request, including the sources of information, and the Agency, on Company's behalf, will provide a complete and accurate disclosure of the nature and scope of the investigation covered by any investigative consumer report(s). The Agency will also disclose the recipients of any such reports on me which the Agency has previously furnished within the two year period for employment requests, and one year for other purposes preceding my request (California three years). I hereby consent to Company obtaining the above information from the Agency. I understand that I can dispute, at any time, any information that is inaccurate in any type of report with the Agency. I may view the Agency's privacy policy at their website: **www.unitedscreening.com**.

I understand that if the Company is located in California, Minnesota or Oklahoma, that I have the right to request a copy of any report Company receives on me at the time the report is provided to Company. By checking the following box, I request a copy of all such reports be sent to me. Check here:

As a California applicant, I understand that I have the right under Section 1786.22 of the California Civil Code to contact the Agency during reasonable hours (9:00 a.m. to 5:00 p.m. (PTZ) Monday through Friday) to obtain all information in Agency's file for my review. I may obtain such information as follows: 1) In person at the Agency's offices, which address is listed above. I can have someone accompany me to the Agency's offices. Agency may require this third party to present reasonable identification. I may be required at the time of such visit to sign an authorization for the Agency to disclose to or discuss Agency's information with this third party; 2) By certified mail, if I have previously provided identification in a written request that my file be sent to me or to a third party identified by me; 3) By telephone, if I have previously provided proper identification in writing to Agency; and 4) Agency has trained personnel to explain any information in my file to me and if the file contains any information that is coded, such will be explained to me.

**Are you a service member as defined by s. 250.01, Florida Statutes?** Yes  No

*The term "service member" is defined by s.250.01, Florida Statute to include any person serving as a member of the United States Armed Forces on active duty or state active duty and all members of the Florida National Guard and United States Reserve Forces.*

I understand that I have rights under the Fair Credit Reporting Act, and I acknowledge receipt of the Summary of Rights \_\_\_\_\_ (initials).

MUST SIGN  
See Page Two ->

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

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

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

For identification purposes:

Social Security No.: \_\_\_\_\_; Date of Birth: \_\_\_\_\_

Driver's License No.: \_\_\_\_\_; State of Issue: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Plantation Pines Condominium, Inc.**  
**Rules and Regulations - Exhibit E**

1

1. No nuisance or source of annoyance to other residents will be tolerated. Disturbances which interfere with the rights, comforts or convenience of others, including any noises above normal conversational loudness including common areas such as catwalks and parking lots will be prohibited. As you are the owner of your unit, so is your neighbor, respect and consideration must be given at all times. If your neighbor can hear you, evaluate your situation, you probably are being too loud. We ask your consideration between 9:00 a.m. - 9:00 p.m. This includes radio, television, stereo and musical instruments. There will be absolutely no tolerance of noise between the hours of 11 p.m. - 9:00 a.m. Construction noise, such as hammering, must be within the hours of 9:00 a.m. and 7:00 p.m.
2. Each private dwelling owner shall be liable for the expense of any maintenance, repair, or replacement rendered necessary by his act, neglect or carelessness or by that of any member of his family or his or their guests, employees, agents, or lessees, but only to the extent that such expense is not met, by the proceeds of insurance carried by the Association. Such liability shall include any increase in fire insurance rates occasioned by use, misuse, occupancy, or abandonment of a private dwelling or its appurtenances. Nothing herein contained, however, shall be construed so as to modify any waiver by insurance companies of rights of subrogation. It is recommended that each unit owner carry homeowners insurance for the interior of their condominium.
3. No changes by way of additions, painting, decorating, or alterations to the outside of the dwelling, including patios will be allowed. Work of any kind upon the exterior building walls or upon interior boundary walls, as well as patios requires approval of the Board.
4. No drying of laundry, bathing suits / towels, articles of clothing, cleaning materials ( rugs, mops, etc.) shall be placed anywhere outside the dwelling.
5. No resident will be permitted to install antennas outside his dwelling. For installation of satellite dishes, a written request must be presented to the Board for approval. Satellite dishes must be professional installed and the dishes are the sole responsibility of the owner. Any damage to the building or other people's property will be the responsibility of the owner of the satellite dish.
6. No signs may be displayed anywhere including on the windows of the unit unless approved by the Board.
7. No vehicle may display business advertising.
8. No manufacture, trade, business, commerce, industry, profession or any occupation involving walk-in traffic, or other occupations whatsoever shall be conducted or carried on/or upon any parcel or any part thereof or interest therein, or in any building. Any at-home/internet-based business which results in any walk-in traffic must be approved by the Board. At no time will heavy walk-in traffic be allowed.

9. No items, including cigarette and cigars are to be thrown in the common areas.
10. No sidewalks, entrances, elevator, staircases, corridors, vestibules, hallways and the like may be obstructed or used for storage, for bicycles, toys, etc.
11. Cooking or grills on patios is prohibited by condominium association and fire code.

**GUESTS / VISITORS ( OWNERS / RENTERS**

1. Any guest occupying a unit longer than thirty (30) days per year must be interviewed and screening by the Screening committee, as they would be considered permanent residents.
2. Immediate family members of the unit owners are not governed by a thirty (30) day limitation period. Example: Mother, Father, Children, Brother, Sister.
3. The number of occupants in a unit is limited to the following:

<b>One</b> Bedroom Unit	<b>3</b> Total Occupants
<b>Two</b> Bedroom Unit	<b>5</b> Total Occupants
<b>Three</b> Bedroom Unit	<b>7</b> Unit Occupants
4. All guests under sixteen (16) years of age must be accompanied by an adult at all times when using pool facilities.
5. A resident shall be held responsible for directing their guest to use proper parking spaces (marked "GUEST").
6. No one is permitted to play in the corridors, lobbies, stairways, elevators and other public areas and shall not be permitted to interfere with the operation of the building, the elevators, machinery (washers, dryers, sprinkler systems, etc.). Claims for personal injuries and damage are the responsibility of the owner, not the Association.

**BOARD INFORMATION**

1. All residents must advise the Board / Management of their telephone numbers.
2. Each owner shall permit reasonable access to their apartment by Officers, Directors, or Management for the purpose of maintenance inspection, or repair in any individual apartment as required in an emergency situation. During absence, an owner should notify the Management Company how to obtain entry in the event of an emergency.
3. Residents must notify the Management Company in writing of a long or short absence. This is for security measures.

**Plantation Pines Condominium, Inc.  
Rules and Regulations - Exhibit E**

**3**

4. All residents must leave with the Management Company, the name, address and telephone number of a person to contact in case of an emergency.

**PETS**

1. Residents will be allowed two pets per unit (no pit bulls or rottweilers). No reptiles or exotic pets are allowed. Pets must be less than 22 pounds at maturity.
2. Pets must be kept inside the apartment except when accompanied by the owner. The animal must be on a lease when outside.
3. The area provided for pets to be walked is on the swale in front of the A & B buildings. The pet owner must pick up after the pet at all times in the swale area.
4. Pets are restricted from the pool area and courtyards.
5. Residents must clean up any accidents the pets have made in the building or in areas where pets are not permitted to be exercised. Any clean-up costs incurred by Plantation Pines will be assessed to the pet owner. Any violation of this rule will constitute a nuisance.
6. The conduct of a pet, inside or outside the apartment, is the responsibility of the owner. Extreme diligence is imperative on the part of the pet owner to prevent any accident and to insure that the pets are not a nuisance.
7. Pets are not permitted on balconies in the owner's absence.

**PARKING**

**The Board has the authority to deem enforcement of the parking rules and regulations. Any discrepancy measures must be voted on by the Board. Violation of rules will result in a vehicle being tagged and then towed. The parking rules shall be enforced at the discretion of the Board. All owners must park in their designated space. It is a violation to park in another owners reserved space.**

1. Due to our limited parking area, only one vehicle is permitted per valid licensed driver.
2. Automobiles are to be parked only in assigned areas provided for the purpose and no other place.

**Plantation Pines Condominium, Inc.  
Rules and Regulations - Exhibit E**

4

3. Apartment owners may not lease or assign his automobile parking facilities or space except in conjunction with the lease of his apartment.
4. Automobile / motorcycle parking ONLY-no storage of boats or inoperative vehicles. All vehicles must display a current tag.
5. Speed limit - 10 miles per hour on entering or leaving the parking area.
6. U-Haul, boat, trailers, other vehicles, or machines cannot be parked in the parking area on a permanent basis. **If Board deems the above as being stored; it will be tagged and towed.**
7. Cars may be washed in the courtyard between both buildings. Cars cannot be parked there for long term. Parking areas are for parking purposes only.
8. Motor vehicle noises must be kept to a minimum, including vehicle radios.
9. All boats and boat trailers, other trailers, campers, mobile homes and commercial vehicles are prohibited, except upon written approval of the Board. Commercial vehicles including all automobiles, trucks, "Commercial Vehicles: or vans bearing signs or printing of any commercial enterprises shall not be permitted.
10. Failure to follow the parking rules may result in immediate towing at the owners expense.
11. No playing in parking area - damage incurred to any vehicle will be at the players expense.
12. All vehicles must have a parking decal. To receive a decal, a registration and drivers license must be given for each vehicle owned by the owner / tenant. Any addition, deletion, or change of a vehicle must be given to the Board within thirty (30) days. Every January the parking list must be updated with current valid registration and driver's license for that year. Any violation will result in tag / towing.

**SWIMMING**

We ask that you observe the following guidelines so that your aquatic activities will be more enjoyable.

1. No diving will be permitted because of the shallowness of the pool. Parents will be held responsible for the actions of their children regarding this.
2. Bottles, glassware and other breakable materials may NOT be brought into the pool area.

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Rules and Regulations - Exhibit E**

5

3. State Board of Health Regulations and these rules require the following:
  - A. Showers must be taken before entering the pool to remove all oils and lotions which constitute the major filtration problem
  - B. Children under sixteen (16) years of age must be accompanied by an adult at all times.
  - C. Additional pool rules are posted poolside. Please obey them.
4. Pets are not allowed in the pool and patio area.
5. Use of floats, rafts, scuba gear or similar equipment should be with consideration to other swimmers. Life jackets or other safety equipment are permitted when worn by bathers.
6. No running, shouting, no horse playing is permitted in the pool area.
7. Bathers shall not enter elevators unless thoroughly dry.
8. Persons not toilet trained or wearing diapers are not permitted in the pool.
9. The use of the pool is prohibited between the hours of 11:00 p.m. and 8:00 a.m.
10. Courtesy should be shown when playing music at poolside. Earphones are suggested.

**OCCUPANCY**

Occupancy is limited to the following:

<b>One Bedroom</b>	<b>3 Occupants</b>
<b>Two Bedroom</b>	<b>5 Occupants</b>
<b>Three Bedroom</b>	<b>7 Occupants</b>

**RESALE**

**See Screening Guidelines.**

**Procedures to follow prior to the sale of your apartment.**

1. An un-refundable fee of \$100.00 per applicant will be charged (excluding husband-wife / parent-child in which case one fee will be charged) for the screening of new applicants. Approval is subject to applicant following the screening guidelines.

2. Approval of the Association is required. Approval will be in writing in recordable form and shall be delivered to the approved applicant. To meet this approval the following conditions must be met:

- A. Completely fill out and return an application provided by the Association.
- B. Copy of the sale contract must be submitted for approval.
- C. A personal interview must be conducted with the Screening Committee.

### LEASES

#### MUST READ SCREENING GUIDELINES IN THE RULES.

An owner desiring to lease his condominium parcel shall submit Plantation Pines a true copy of any bonafide lease agreement or memorandum of the terms thereof including the name and address of each proposed occupant, hereinafter referred to as the applicants, and such additional information as may be required.

- 1. **Condo unit must be owned for at least one year before being leased. There is only one lease per year and no leases for a period of less than twelve months.**
  - A. Submit an application and ease to Management.
  - B. Lease is subject to receipt of notice to the Association together with Association's approval of said leasing arrangement. However under no circumstances can a unit owner lease for a period lease of less than twelve (12 ) months.
  - C. A fee of \$100.00 per adult applicant / occupant will be charged (excluding husband- wife / parent- child, in which case one fee will be charged) for handling of the necessary paperwork.
  - D. An apartment may not be subleased.

**Approval subject to screening guidelines, see section.**

### MOVING

- 1. **Moving is permitted daily; not to commerce before 9:00 a.m. and must be completed by 7:00 p.m.**
- 2. Owners will be liable for any damage caused by moving articles into or from their apartment and / or the building.

**ELEVATORS**

1. Do not use the elevators after pool use wet, slippery and dangerous.
2. The use of elevators by children is at all times, the responsibility of the parents.
3. Smoking is prohibited in elevators by Florida State Law.
4. No pets are permitted in the elevators.

**TRASH CHUTES**

1. There is a trash chute on each floor. This is not an incinerator but empties into the "dumpster" on the ground floor and is then removed by a sanitation truck for emptying.
2. All loose garbage must be wrapped in plastic trash bags and securely **CLOSED** and tied before placing in the trash chute. Do not empty waste paper baskets or throw loose newspaper down the chute.
3. Do not throw glass bottles or heavy materials down the chute. When properly wrapped, take them to the dumpster on the first floor.
4. Do not place any flammable or smoldering materials down the chute or dumpster.
5. Residents should avoid placing very large trash items in chute or dumpster (i.e. furniture, Christmas trees, mattresses, pizza boxes, etc). All packing boxes must be broken down and tied before placing them in the dumpster.
6. Refrain from depositing trash in chutes before before 7:00 a.m. and after 9:00 p.m. as it creates noise for the adjacent apartments.
7. Glass, plastic, paper along with cardboard boxes that must be broken down and placed in the green recycle container in front of 469 building. Recycle bins are for recycled items only, such as paper, cardboard, glass, and plastic. **Do not throw regular trash in the recycle bins.**

### LAUNDRY ROOMS

1. Residents utilizing washers and dryers are to TURN OFF LIGHTS when leaving. When using the washers and dryers remove clothing from the machine immediately when finished, so others can use the machines. Be sure to clean the lint traps in the dryers after every use. Washers run for thirty (30) minutes, dryers run for sixty (60) minutes.
2. If laundry equipment is inoperable, contact the telephone number available in the laundry room and report it for a refund of your money.
3. Laundry equipment is for the use of all residents, however, please do not monopolize all machines at one time.
4. Residents must clean up their spills

### SPRINKLER SYSTEMS

1. The sprinklers have been adjusted to cover all areas correctly. Please report any missing sprinkler heads, or water hitting the building, cars, patios or any other areas.

### HOME IMPROVEMENTS

An Architectural Modification Form must be filled out by all residents who are planning any type of improvements in their apartment. You can obtain the form from the Management Company, it is to be filled out and submitted to the Board for approval. No work may be done unless the form is submitted to the association and approved by the Board. **All work in the unit must be done by a licensed and insured professional.** The Condominium should be added to contractor's liability insurance as additional insured.

### FLOORING

Owners may install ceramic tile, laminated wood, solid wood or similar flooring throughout their unit provided they comply with the following regulations established by the Board of Directors.

1. They must fill out an architectural modification form to be submitted to the Board that they plan such an installation including the date, when the work is to begin and the name of the contractor or person doing the installation, including themselves. Work can begin upon Board approval.
2. Installation of a minimum one-half (1/2) inch insulating underlay of cork or proflex soundproofing is needed to minimize any noise and disturbance that may be caused by walking or dropping something on the flooring.

**Plantation Pines Condominium, Inc.  
Rules and Regulations - Exhibit E**

**9**

3. Provide a copy of the sales receipt showing that such installation was actually purchased.
4. The Association, represented by the Board, shall have the right to inspect each room to be installed to verify that the insulating material is actually being installed.
5. Should the owner not follow these guidelines, they may be required to remove the flooring that has been installed.

**REMEDIES FOR VIOLATIONS**

For violations or breach on any of these restrictions or covenants by any person claiming a fee simple interest in a residential site in Plantation Pines by, through or under the developers, its successors or assigns, or by virtue of any judicial proceedings, Plantation Pines shall have the right to bring suit, either at law or in equity, in a court of competent jurisdiction, to compel compliance with the terms hereof or to prevent violations or breach on any of them (Declarations and By-Laws).

Further violation will be subject to a final determination by the Board. Complaints against violators should be reported to the Board preferably at a scheduled meeting or in writing. Fines will be established for violations as follows:

<b>First Notice</b>	<b>No Fee</b>
<b>Second Notice</b>	<b>\$25.00</b>
<b>Third Notice</b>	<b>Referral to Attorney - any legal expense will be charged to the unit owner.</b>

**Revised August 2012**

**PLANTATION PINES CONDOMINIUM     10**  
**SCREENING GUIDELINES**

Your screening board is looking at the following factors for your sale or lease.

**PAYMENTS**

An application fee of \$100.00 per applicant must be paid and is non-refundable.

Each individual who is to reside in the property must be listed on the application. Each non-related resident (roommate) 18 years of age or older must submit application and be on the lease.

All check and money orders should be made payable to Plantation Pines Condominium. Cash is accepted.

**OCCUPANCY GUIDELINES**

To prevent overcrowding and undue wear and tear to properties, we restrict the number of people who may reside in a property. In determining these restrictions, we comply with all applicable fair housing laws.

You must be willing to take possession and agree to the rent to the Association directly if are notified that the maintenance is not being paid by the owner. Payment is being made pursuant to the Florida Statutes.

**PETS**

See Plantation Pines Rules and Regulations for Pet Restrictions and Rules.

**APPLICATION PROCESS**

When you submit application for a rental property, you are required to specify any move-in date, term, and monthly rent you wish to offer. Each application will be evaluated in the following manner:

We will determine if the information provided on the purchase or rental application meets our criteria as outlined herein. The Association will check your credit report, criminal history, and/or verify employment and rental housing history. If any of these verifications do not confirm that you meet our criteria, your application can be declined. If your application is declined, you will be notified in writing and your application fee will not be refunded.

Approval of the applicant will not be completed until the Association has received a signed lease or purchase and sales agreement.

**SALE AND TENANT FINANCIAL CRITERIA**

Each non-related applicant must qualify for the property on their own (we will not add the income of these individuals when computing these multiples);

You must have a minimum of one year with your current employer or a minimum of two years with previous employer. If you are self-employed or receive more than 25% of your income in the form of commission, you may be required to submit a certified copy of your tax return and / or bank statements for the past two years.

**RENTAL HISTORY**

Your credit report must contain no derogatory rental information and you must not have a judgment or collection account from a former landlord within the preceding five years whether paid or unpaid.

You must have met all of the terms of your prior lease, must have given proper notice to vacate in accordance with the terms of your lease and must not have had any unauthorized pets or occupants in the property.

**CREDIT HISTORY**

You must have an active checking account.

A credit report and background check will be obtained for each applicant.

You must have at least two accounts which appear on your credit report which has been opened for at least two years and which has been paid on time.

**LEASE PROVISIONS**

A copy of the lease and any applicable addendum's (as required) may be supplied by the Association to ensure that all Association documentation is complied with by the tenants and their guests and invitees.

The lease may include an additional addendum relevant to the specific property with special instructions for equipment operation, maintenance, or care of that property. This information should be reviewed prior to submitting application as it will be a mandatory portion of the lease.

Payment of application fee is required prior to processing rental applications.

**PLANTATION PINES CONDOMINIUM  
SCREENING GUIDELINES**

12

**APPLICATIONS AND LEASE TERM**

Each application will be evaluated in the following manner: you must submit a written application on our standard form and answer all questions on the form completely and honestly.

Incomplete applications will not be processed. If you are self-employed, you must include a copy of your two most recent Federal tax returns. To speed verification of your income, you may wish to submit copies of your most recent pay stubs or documents that confirm any other income listed on your application, such as rental property income, retirement pay, child support, etc. Everyone over the age of 18 who will occupy the property must complete an application and will be required to sign the lease. You must pay a non-refundable application fee of \$100.00 per applicant.

You must not have has a bankruptcy within the past two years and new credit must have been established since any bankruptcy (at least one installment loan or credit card) and have been paid as agreed for at least 12 months prior to application.

Each applicant must have a credit score, as determined by mortgage model inquiry, of 580 or greater.

**OTHER FACTORS**

The primary applicants and any additional non-related applicants (roommates) must be over 21 years of age.

**August 2012**

CERTIFICATE OF AMENDMENT  
TO THE DECLARATION OF CONDOMINIUM OF PLANTATION PINES  
CONDOMINIUM ASSOCIATION, PHASE I

The Plantation Pines Condominium Association, Phase I, Inc., a Florida non-profit corporation, whose Declaration of Condominium was filed for record on 12th Day of July, 1974 and recorded in Official Records Book 5847, Page 671, of the Public Records of Broward County, Florida, has on ...of ....., 2010, by an affirmative vote for more than sixty percent (60%) of the unit owners at a meeting held at that time and called for the purpose of amending said Declaration of Condominium, after having been previously passed by the affirmative vote of more than sixty percent (60 %) of the members of the Board of Directors, amended:

**ARTICLE XIII - A the Declaration of Condominium, entitled 2. Lease,** which is deleted in its entirety and the following, substituted in its place as follows:

**2. LEASE.** A private dwelling owner may not lease his or her unit without living in or owning said unit for a minimum of one year before it may be leased. For a time period not to exceed two years (2010-2012), a private dwelling owner shall be allowed to be lease said private dwelling for a period of not less than six (6) months with no more than two (2) leases per year. All leases are subject to the approval of the Association. This shall also apply should the Association become an owner of any of the private dwellings by virtue of a judicial sale. Said rental period shall be for a period of not less than six (6) months with no more than two (2) leases per year without the approval of the Association. A security deposit of five hundred dollars (\$500.00) shall be posted and held in Plantation Pines Condominium Phase 1 account. The security deposit shall be returned at the end of the lease provided no damages were incurred to any of the Condominium common elements during the term of the said lease. The private dwelling owner shall give to the Association notice of the name and address of the intended Lessee and executed copy of the Lease. All leases and lease renewals are subject to screening approval by Plantation Pines Condominium Association, Inc. No private dwelling owner may dispose of the private dwelling or any interest therein by a lease agreement without the approval of the Association. Any other provisions of the Condominium documents in conflict with this amendment are to be disregarded.

IN WITNESS WHEREOF, the undersigned have executed this Amendment to the Declaration of Condominium of the Plantation Pines Condominium Association, Inc. Phase I, this 25 day of MARCH, 2010.

2

PLANTATION PINES CONDOMINIUM, PHASE I  
ASSOCIATION, INC. a Florida non-profit corporation

By: Robert A. Mistal  
President  
Victoria C. Webster  
Secretary

WITNESSES:

Marileyn A. Lozano

Parmer R. Gaston

Before me, the undersigned authority, duly authorized to take acknowledgements, personally appeared ROBERT MISTAL and VICTORIA WEBSTER, who being by me first duly sworn, upon each depose and say they are the President and the Secretary of Plantation Pines Condominium, Phase I, Inc., a Florida non-profit corporation, and that they have executed the same for the uses and purposes therein contained.

Sworn to and subscribed before me this 25 day of MARCH, 2010.

Frank Laporta  
Notary Public of Florida

