

# TEQUESTA HILLS COA, INC.

C/O Sea Breeze Community Management Services, Inc.

4227 Northlake Boulevard

Palm Beach Gardens, FL 33410

(561)626-0917 Fax (561)626-7143

[www.seabreezecms.com](http://www.seabreezecms.com)

## Tenant Application

(updated 5/2018)

**COMPLETE ITEMS 1 TO 15 & SUBMIT 30 DAYS PRIOR TO MOVE-IN DATE.** Old application packages will not be accepted our most current application package is available online at the Sea Breeze website.

**MAIL OR DROP OFF APPLICATION PACKAGE AT OUR OFFICE.  
FAX COPIES WILL NOT BE ACCEPTED AS APPLICATION IS INCOMPLETE.**

**If copies needed a charge of 25 cents per page required.**

- \_\_\_\_\_ 1. Application for occupancy form (all information must be completed). (pg. 2-4)
- \_\_\_\_\_ 2. Addendum to lease to be completed by owner(s) and tenant(s). (pg. 5)
- \_\_\_\_\_ 3. Pet Registration Form (pg.6)
- \_\_\_\_\_ 4. Each adult (18 and over) renting or residing in unit to complete occupant certification. (pg. 7)
- \_\_\_\_\_ 5. Owner(s) complete owner certification. (pg. 8)
- \_\_\_\_\_ 6. Residential screening request & disclosure & authorization agreement to be completed by all adults 18 and over renting or residing in unit. (pg. 9-10)
- \_\_\_\_\_ 7. Certificate of approval to be completed by all adults 18 and over. Insert address, owner's name, tenant's name, tenant's signatures and date. (pg. 11)
- \_\_\_\_\_ 8. All adult occupants (18 and over) review the rules and regulations. Sign and print your name at the bottom. The rules will be reviewed at the welcome meeting. If you are interested in setting up for Association bulk email you will need to sign, date and print email address. Request for emergency contact to be completed. (pg. 12) Sign Pool Rules. (pg. 17) Read page 18 & 19 and sign page 19.
- \_\_\_\_\_ 9. Provide a copy of the signed lease contract naming the owners, tenants and start & end date of term.
- \_\_\_\_\_ 10. Provide a copy of registration and proof of insurance and a photo for each vehicle.
- \_\_\_\_\_ 11. Provide a copy of picture ID (driver's license or passport) for each adult (18 and over) renting or residing in unit.
- \_\_\_\_\_ 12. \$65.00 **CASH, MONEY ORDER OR CASHIER'S CHECK ONLY** representing a non-refundable processing fee made payable to Sea Breeze CMS, Inc.
- \_\_\_\_\_ 13. \$35.00 **CASH, MONEY ORDER OR CASHIER'S CHECK ONLY** per adult (18 and older) representing a non-refundable application fee made payable to Tequesta Hills COA, Inc.
- \_\_\_\_\_ 14. Out of the country applicants are subject to completing additional paperwork and fees as determined by our screening company. Please contact our office prior to submitting the application to obtain additional paperwork and fee amount. If additional fees are needed this is non-refundable and made payable to Tequesta Hills COA, Inc. **CASH, MONEY ORDER OR CASHIER'S CHECK ONLY will be accepted.**
- \_\_\_\_\_ 15. If the application is not completed in its entirety, the application will be RETURNED and WILL NOT be approved. Welcome meeting is required prior to approval.

**Current Information**

**(All information must be printed and legible throughout the documents).**

Tequesta Hills Address: \_\_\_\_\_

Name of Current Owner: \_\_\_\_\_

Current Owner Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Name of Tenant # 1: \_\_\_\_\_

Tenant # 1 Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Name of Tenant # 2: \_\_\_\_\_

Tenant # 2 Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Name of Tenant # 3: \_\_\_\_\_

Tenant # 3 Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Name of Tenant # 4: \_\_\_\_\_

Tenant # 4 Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Lease Term: Start \_\_\_\_\_ End \_\_\_\_\_

Anticipated Move In Date: \_\_\_\_\_

Realtor Name & Phone Number: \_\_\_\_\_

**APPLICATION FOR OCCUPANCY**

**OCCUPANT(S) INFORMATION:**

Information regarding each person to reside in the unit (including children). (Use a separate sheet of paper for information regarding all additional residents, as needed.)

| Name [Print-must be legible.] | Age   | Relationship to Tenant |
|-------------------------------|-------|------------------------|
| 1. _____                      | _____ | _____                  |
| 2. _____                      | _____ | _____                  |
| 3. _____                      | _____ | _____                  |
| 4. _____                      | _____ | _____                  |

**LICENSED DRIVERS:** To be residing in the community

|             |                 |              |
|-------------|-----------------|--------------|
| Name: _____ | License # _____ | State: _____ |
| Name: _____ | License # _____ | State: _____ |
| Name: _____ | License # _____ | State: _____ |
| Name: _____ | License # _____ | State: _____ |

Others: \_\_\_\_\_

**VEHICLES:** Provide a copy of registration, proof of insurance and picture for each vehicle.

| Make & Model of Vehicle | License Number | Color | State Registered |
|-------------------------|----------------|-------|------------------|
|                         |                |       |                  |
|                         |                |       |                  |
|                         |                |       |                  |

**CRIMINAL BACKGROUND:**

I understand a Nationwide Law Enforcement Investigation is required and will be done.

1) Have you (or any other occupants) ever been convicted of a State or Federal offense:

\_\_\_\_\_ Yes    \_\_\_\_\_No    If yes provide detail: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2) Are you (or any other occupants) presently awaiting trial on any criminal offense?

\_\_\_\_\_ Yes    \_\_\_\_\_No    If yes provide detail: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If yes to any of the above, give occupants name, dates, name of court, and details of conviction (use separate sheet of paper, if necessary).

**ADDENDUM TO LEASE**

Fill in the blanks. Both landlord(s) and tenant(s) must print name and sign. A witness to both the landlord(s) and tenant(s) signature is required, witness must print name and sign.

THIS ADDENDUM is made between \_\_\_\_\_ (“Landlord”) and \_\_\_\_\_ (“Tenant(s)”) effective this \_\_\_\_\_ day \_\_\_\_\_ 20\_\_\_\_\_ and is intended to and shall supplement, amend and modify that certain Lease dated \_\_\_\_\_ regarding Unit \_\_\_\_\_, in the following respects:

1. Tenant(s) are subject to and shall abide by all covenants and restrictions and rules and regulations set forth in the Declaration of Covenants, Conditions and Restrictions for Tequesta Hills COA, Inc. If the tenant(s) fails to comply with the rules and regulations the association has the right to evict the tenant(s).

2. In the event the landlord/owner becomes delinquent in payment of assessments (regular or special) or other charges to the Association, the Association may notify the tenant. Upon such notification the tenant shall be obligated to pay the rent required under the lease to the Association, until all delinquent assessments and other charges have been paid in full. During the period of time the tenant is paying the rent to the Association, the Landlord shall not seek to evict the tenant for non-payment of rent.

|              |              |
|--------------|--------------|
| Witness:     | LANDLORD(S)  |
| _____        | _____        |
| Signature    | Signature    |
| _____        | _____        |
| Printed Name | Printed Name |
| _____        | _____        |
| Signature    | Signature    |
| _____        | _____        |
| Printed Name | Printed Name |

|              |              |
|--------------|--------------|
| Witness:     | TENANTS(S)   |
| _____        | _____        |
| Signature    | Signature    |
| _____        | _____        |
| Printed Name | Printed Name |
| _____        | _____        |
| Signature    | Signature    |
| _____        | _____        |
| Printed Name | Printed Name |

# Pet Registration Form

Fill in the blanks. Submit a recent picture of each pet. Sign and date acknowledgement.

Unit Owner or Resident \_\_\_\_\_

Unit # \_\_\_\_\_ Address \_\_\_\_\_ Phone # \_\_\_\_\_

Type of pets; (Please circle) Dog Cat Bird Other (specify) \_\_\_\_\_

Veterinarian's Name \_\_\_\_\_ Veterinarian's Phone # \_\_\_\_\_

1) Pet Name \_\_\_\_\_ Pet Age \_\_\_\_\_ Pet Current Weight \_\_\_\_\_

Pet license/ Tag Number \_\_\_\_\_ Pets Estimated Maximum Weight at Maturity \_\_\_\_\_

Breed: \_\_\_\_\_

Please attach recent photo of pet here



Please list pet's rabies shot record below

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I am aware of the association's rules, regulations and restrictions regarding pets on property and agree to abide by them.

Unit/ Pet owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

PLEASE RETURN COMPLETED FORM WITH PHOTO(S) TO THE OFFICE

## OCCUPANT CERTIFICATION

Each adult (18 and over) renting or residing in unit to print name, sign and date.

By my signature below, I *hereby* certify

- 1) That all of the information contained in this application is true and complete and I/we give my/our permission for a nationwide law enforcement background investigation and credit history verification.
- 2) That I/We understand and agree that *False* or Misleading information given in this application constitutes grounds for rejection of this application and revocation of my right to reside on this property.
- 3) That the unit I/We occupy may not be leased or sub-leased without the express written approval of the Tequesta Hills COA, Inc.
- 4) That no persons other than those shown on this application will reside in the unit and I/We agree that anyone moving into the unit at a later date will be registered with the Association and a background investigation done at the occupant's expense prior to occupancy.

\_\_\_\_\_  
Print Name of Occupant 1

\_\_\_\_\_  
Signature of Occupant 1

\_\_\_\_\_  
Print Name of Occupant 2

\_\_\_\_\_  
Signature of Occupant 2

\_\_\_\_\_  
Print Name of Occupant 3

\_\_\_\_\_  
Signature of Occupant 3

\_\_\_\_\_  
Print Name of Occupant 4

\_\_\_\_\_  
Signature of Occupant 4

**Date Signed** \_\_\_\_\_

**OWNER CERTIFICATION**

Owner to sign and date. A witness to the owners(s) signature is required, witness must sign and date.

By my signature below I/We hereby certify:

- 1) That the information contained in this application is true and accurate to the best of my knowledge.
- 2) That a copy of the lease agreement or sales contract is attached, and that there are no other agreements concerning this lease, rental, or potential purchase.
- 3) That the unit owner is responsible for any and all costs related to damages to community property and/or violation of the Documents of Tequesta Hills COA, Inc. and that these costs include actual damage and all costs and fees paid for the associations attorney as may relate to the owners, tenants and/or the guests of such tenants.

I/we hereby authorize the Association to evict a tenant at my (unit owner) expense in any case where my tenant fails to abide by the Documents of Tequesta Hills COA, Inc.

I/We understand and agree to pay the fines issued by the Association Fining committee for violations of the Association's Documents and Tequesta Hills COA, Inc. any and all remedies available by law to correct a violation of governing documents.

Signature of Owner: \_\_\_\_\_ Date \_\_\_\_\_

Signature of Co Owner: \_\_\_\_\_ Date \_\_\_\_\_

Signature of Witness: \_\_\_\_\_ Date \_\_\_\_\_

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**OFFICE USE ONLY:**

Sale ( ) Lease ( ) Unit Address: \_\_\_\_\_

APPROVED ( ) DENIED ( ) DATE: \_\_\_\_\_

Board of Director's Signature or Authorized Board Representative: \_\_\_\_\_

REASON DENIED: \_\_\_\_\_

LEASE DATES: Start \_\_\_\_\_ End \_\_\_\_\_ By \_\_\_\_\_



*Tequesta Hills / Ref#* \_\_\_\_\_

**Rental: Background Check Only**

**RESIDENTIAL SCREENING REQUEST**

First: \_\_\_\_\_ Middle: \_\_\_\_\_ Last: \_\_\_\_\_

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

City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_

SSN: \_\_\_\_\_ DOB (MM/DD/YYYY): \_\_\_\_\_

Tel#: \_\_\_\_\_ Cell#: \_\_\_\_\_

**Current Employer**

Company: \_\_\_\_\_ N/A \_\_\_\_\_ Tel#: \_\_\_\_\_ N/A \_\_\_\_\_

Supervisor: \_\_\_\_\_ N/A \_\_\_\_\_ Salary: \_\_\_\_\_ N/A \_\_\_\_\_

Employed From: \_\_\_\_\_ To: \_\_\_\_\_ Title: \_\_\_\_\_ N/A \_\_\_\_\_

**Current Landlord**

Company: \_\_\_\_\_ N/A \_\_\_\_\_ Tel#: \_\_\_\_\_ N/A \_\_\_\_\_

Landlord: \_\_\_\_\_ N/A \_\_\_\_\_ Rent: \_\_\_\_\_ N/A \_\_\_\_\_

Rented From: \_\_\_\_\_ N/A \_\_\_\_\_ To: \_\_\_\_\_ N/A \_\_\_\_\_

*I have read and signed the Disclosure and Authorization Agreement.*

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

DISCLOSURE AND AUTHORIZATION AGREEMENT  
REGARDING CONSUMER REPORTS

**DISCLOSURE**

A consumer report and/or investigative consumer report including information concerning your character, employment history, general reputation, personal characteristics, criminal record, education, qualifications, motor vehicle record, mode of living, credit and/or indebtedness may be obtained in connection with your application for residence.

**AUTHORIZATION**

You hereby authorize and request, without any reservation, any present or former employer, school, police department, financial institution, division of motor vehicles, consumer reporting agency, or other persons or agencies having knowledge about you to furnish AmeriCheckUSA with any and all background information in their possession regarding you, in order that your residence qualifications may be evaluated. You also agree that a fax or photocopy of this authorization with your signature be accepted with the same authority as the original.

**READ, ACKNOWLEDGED AND AUTHORIZED**

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

For California, Minnesota or Oklahoma applicants only, if you would like to receive a copy of the report, if one is obtained, please check the box.

**Tequesta Hills COA, Inc.**  
**4227 Northlake Boulevard**  
**Palm Beach Gardens, Florida 33410**  
**561-626-0917 Fax 561-626-7143**  
[www.seabreezecms.com](http://www.seabreezecms.com)

**CERTIFICATE OF APPROVAL FOR LEASE**

The undersigned authorized representative **Tequesta Hills COA, Inc.** hereby certifies that the proposed conveyance of the following unit has been approved as written below:

Unit Number: \_\_\_\_\_ Unit Address: \_\_\_\_\_

Owner(s): \_\_\_\_\_

Tenant(s): \_\_\_\_\_

The above Tenant(s) as evidenced by Tenant(s) signature(s) below hereby acknowledge receipt of the Rules and Regulations for association and agree and understand that condition of approval is adherence to all the community rules. Failure to abide by the rules and regulations for the association will result in non-renewal of lease approval and possible eviction from the unit.

\_\_\_\_\_  
Tenant(s) Printed Name

\_\_\_\_\_  
Tenant(s) Printed Name

\_\_\_\_\_  
Tenant(s) Signature

\_\_\_\_\_  
Tenant(s) Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

This is to certify that the above named Tenant(s) have complied with the above statements and hereby obtain the approval of **Tequesta Hills COA, Inc.**

By: \_\_\_\_\_ As: \_\_\_\_\_ Date: \_\_\_\_\_  
On behalf of the Board of Directors

**Acknowledgment of Association Document Set and Rules And Regulations**

**I/We agree abide by the Declaration of Covenants, Articles of Incorporation, By-laws, rules and regulations and any Amendments there to.**

\_\_\_\_\_  
Buyer/Renter/Resident Signature

\_\_\_\_\_  
Buyer/Renter/Resident Signature

\_\_\_\_\_  
Buyer/Renter/Resident Printed Name

\_\_\_\_\_  
Buyer/Renter/Resident Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Authorization to Receive Association Bulk Emails**

Please provide your email address and sign and date if you would like to receive emails related to association business.

Yes, please provide your email address: \_\_\_\_\_

No

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Emergency Contact**

In case of an emergency such as a water leak we would like to get emergency phone numbers. Please provide the person's name and phone number of who we can contact someone to get in touch with you.

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

Phone Number: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

The following is Article XII, Rules and Regulations of the Tequesta Hills Condominium Association, Inc. and as such are to be enforced by the Board of Directors.

## Better Living at Tequesta Hills

Tequesta Hills Condominium Assoc. Inc.

**Article XII**  
**Use Restrictions**

The use of the condominium property shall be in accordance with the following provisions as long as the condominium exists and the apartment building or buildings in useful condition exist upon the land.

- A. Dwelling Units. Each of the dwelling units shall be occupied only by a family, its servants and guests, as a residence and for no other purpose. Occupancy shall be limited to two (2) persons per bedroom and not more than two (2) children under the age of twenty-one (21) per unit. No dwelling unit may be divided or subdivided into a smaller unit nor any portion sold or otherwise transferred without first amending this declaration to show the changes in the dwelling units being affected.
- B. Common Elements. The common elements shall be used only for the purposes for which they are intended in the furnishing of services and facilities for the enjoyment of the dwelling unit owners. Roadways or driveways within the community are to be used for ingress and egress only as provided in Article 111 of this declaration. The parking of vehicles on any such roadways or driveways is prohibited.
- C. Recreational and common use property. All recreational property and common use property shall be used only for the purposes for which such property is intended in the furnishing of services and facilities for the enjoyment of the dwelling unit owners. The swimming pool facilities are intended for the use and enjoyment of the dwelling unit owners and residents only. The use of the swimming pool by guests shall be regulated by the following provisions. Overnight house guests may use the pool in the absence of the unit owner or resident at any time during their visit only after prior written notification of their presence at the condominium to the board of directors. All other guests must be accompanied by the unit owner or resident at all times when using the pool facilities. Large groups of guests (six (6) or more persons) are not permitted. Any person not observing posted pool regulations and hours shall be required to leave the facilities. Children under the age of twelve years must be accompanied by an authorized adult ( eighteen (18) years of age or older) at all times while using the pool facilities.
- D. Nuisances. No nuisance shall be allowed upon the condominium property. Nor any use or practice that is the source of annoyance to residents or which interferes with the peaceful possession and proper use of the property by its residents. All parts of the condominium shall be kept in a clean and sanitary condition and no rubbish, refuse or garbage shall be allowed to accumulate nor any fire hazard allowed to exist. No dwelling unit owner shall permit any use of his dwelling or make any use of the common elements that will increase the cost of insurance upon the condominium property. The term nuisance as used herein shall be determined by the board of directors.
- E. Pets. Pets shall be restricted to small domestic birds or fish or one (1) cat or one (1) dog, the weight of which shall not exceed twenty (20) pounds. Pets shall be on a leash at all times and shall not be walked on grass other than immediately surrounding the owner's courtyard. The owner of each pet shall be required to clean up after the pet in order to properly maintain the common areas. If after receipt of written notice by the association that the owner's pet is violating the provisions of this paragraph, the owner does not correct such violation, the association shall have the right to impose a fine of \$50.00 on said owner. The \$50.00 shall be deposited to the general maintenance account of the association. In the event that the \$50.00 fine is not promptly paid, then the association shall also have the right to seek appropriate legal action against the said unit owner in order to obtain payment of the \$50.00 fine and in addition shall be entitled to a judgment for all fees and costs incurred in such action.
- F. Trash. Trash shall be placed in receptacles, for sanitary reasons all trash except newspapers shall be in plastic bags and tied securely before being placed in trash receptacles. In no event shall trash be placed outside of the trash receptacles. Large cartons must be broken down prior to being placed in trash receptacles. Clippings or trimmings for plants contained within courtyards must be placed in the condominium trash receptacles and not left on the common elements. It is the unit owner or resident's

responsibility to make arrangements for removal of such items which are too large for the trash receptacle, at unit owner or resident's expense

- G. Barbecue cookers shall be used in courtyard only.
- H. No clothes or similar articles shall be hung on balconies or outdoors for any purposes except within the unit owner's courtyard below the height of the fence.
- I. Bicycles, toys or clutter shall not be left outside courtyards at any time. Bicycles or clutter so left shall be impounded. It is permissible to store bicycles in the units owner's courtyard. In the event that such items are impounded by the association, the unit owner will be assessed a fee of \$5.00 for their release.
- J. There shall be no assembling or disassembling of motor vehicles except for ordinary maintenance such as changing of a tire, battery, etc. There shall be no draining of oil pans or changing of oil on the condominium property because of potential damage to the asphalt pavement.
- K. Vehicle Parking Restrictions for owners and lessees. Only passenger automobiles equipped with complete bona fide automobile factory design passenger bodies and station wagons may park on the property. Additional permissible vehicles shall include but not be limited to: Passenger vans provided that: (1) such vans are not used for any commercial purpose, do not transport cargo and do not display any commercial logos or lettering; (2) such vans have windows and seats for transporting persons; (3) such vans are not outfitted with living quarter facilities such as sink, toilette, electric power hookups, etc.; (4) such vans have no vertical extension on roof line or other custom body feature other than a standard factory van body. The board of directors shall have absolute discretion to determine that any van is not in conformance with the overall appearance of the community or with the provisions contained herein. The board of directors may grant exceptions to the above restrictions for medical reasons upon the prior written consent. Mopeds and other powered bicycles, provided that they are at all times parked within the courtyards or patio areas and provided that they do not emit excessive noise. Bicycles and tricycles, provided that they are at all times parked within the courtyard or patio areas. Jeeps, provided that they have a standard factory canvas enclosure.
- L. The following types of vehicles will not be permitted to park overnight on the condominium property during restricted hours as posted by the association: Trucks of any kind., Van-type vehicles which do not conform to the requirements stated above., Agriculture vehicles, dune buggies, any trailer or device transportable by vehicular towing, Truck Trailers, buses, travel trailers, boat trailers (with or without boats). Commercial vehicles, vehicles which are not mechanically operable or not currently licensed for use, motorcycle delivery wagons, collapsible campers, recreational vehicles, mobile homes or mobile houses, truck mounted campers, motor homes or motor houses, motor vehicles not having any bodies whatsoever or incomplete buggies, swamp buggies, passenger automobiles that have been converted to a different type of motor vehicle, Passenger automobiles that are unsightly or junkers, motorcycles of any kind.

All permitted vehicles parked on the condominium property must be adequately maintained to prevent an eyesore or nuisance to the community. The board of directors shall have the authority to determine, in its sole discretion, whether a vehicle has become an eyesore or nuisance to the condominium.

No vehicles may be stored in guest parking spaces. Each resident or owner must park in their assigned parking space only. Parking is not permitted along roadways or driveways of the community nor at the entrance to the parking areas.

Repair of vehicles on the condominium property is prohibited except in the event of an emergency and except in accordance with paragraph J of this article XII, above.

Vehicles may not be parked on the grassy area of the condominium at any time. In addition to the other remedies stated herein, any owner, resident or their guest who parks on the grass shall be responsible for

the cost of replacement of broken sprinkler parts and any damaged sod or landscaping. Such costs shall become an assessment against the unit and collectible in the same manner as any other delinquent assessment if not paid, as elsewhere provided.

All vehicles parked on the property contrary to the provisions contained herein shall be subject to being towed in accordance with section 715.07 Florida Statutes, as amended from time to time, at the expense of the owner of the vehicle. Towing shall not be the exclusive remedy of the association. Illegal parking hours are posted on towing signs within the condominium property. Non-complying vehicles shall first receive a warning ticket which shall be recorded with the association. Continued non-compliance shall result in towing of the vehicle or the exercise of other association remedies as stated above.

- M. There shall be no radio, television or other outside antenna of any kind.
- N. No signs of any kind may be displayed on any exterior portion of the dwelling, the courtyard or in the windows of the dwelling unit or in any of the common areas.
- O. Unit owners may install hurricane shutters. No hurricane shutters may be installed without the prior written approval of the board of directors and must conform to the architectural specifications of the association.
- P. Lawful use: No immoral, improper, offensive or unlawful use shall be made of the condominium property nor any part of it, and all valid laws, zoning ordinances and regulations of all government bodies having jurisdiction shall be observed. The responsibility of meeting the requirements of governmental bodies for maintenance, modification or repair of the condominium property shall be the same as the responsibility for maintenance and repair of the property concerned.
- Q. Leasing: After approval by the association elsewhere required, entire dwelling units may be rented, provided the occupancy is only by the lessee and his family, servants and guests. No transient tenants may be accommodated. Rooms may be rented if screening procedures and occupancy limitations are adhered to and with prior written approval of the association as required for all leases of a unit.
- R. Regulations: Reasonable regulations concerning the use of the condominium property may be made and amended from time to time by the association. Copies of such regulations and amendments shall be furnished by the association to all dwelling unit owners and residents of the condominium upon request.
- S. Guests:

Family members: Guests who are immediate family members, may occupy dwelling units of the owner of the dwelling unit upon presentation to the board of directors of the association written permission of the owner.

Non-family members: Guests who are not immediate family members, may occupy a dwelling unit only when accompanied by the dwelling unit owner or shall have been approved by the board of directors, or the president of the board of directors of the association, one week prior to occupancy. No more than six (6) such groups of guests per year shall be allowed.



**TEQUESTA HILLS CONDOMINIUM**

**ASSOCIATION, INC.**



**POOL RULES**

- Swimming Pool Hours – Dawn to Dusk
- Persons under 12 years of age MUST be accompanied by an adult 18 years old or older.
- The Pool Gate MUST be kept closed at all times.
- NO PETS are allowed in the pool or pool area at any time as per the Department of Health.
- Two (2) pool keys are available from the owner of the unit. If additional keys are needed, you can obtain them from the management company at the replacement cost of \$75.
- The pool is available for the enjoyment of owners and tenants and their authorized guests only.
- NO GLASS is allowed in the pool or pool area.
- NO RUNNING, ROUGH PLAY OR DIVING is allowed in the pool or pool area.
- Pool and pool area visitors MUST clean up after themselves.

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I have read and understand the Pool Rules and will abide by them :

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

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

Signature (s) : \_\_\_\_\_

**YOU MUST PRESENT THIS FORM  
WHEN PICKING UP ANY POOL KEYS FROM THIS OFFICE**



**ADDITIONAL OCCUPANTS WITHIN UNIT**

1. If unit found to have unapproved occupants, beyond 3-month period, a fine of \$100 up to \$1,000 will be imposed.

**COURTYARD**

1. New construction (extended storage sheds) within Courtyards is not permitted. Any questions, please contact Property Management Company.
2. Hanging items from balconies or on fences and/or storing items on balconies, is not permitted.
3. Personal items to be kept below fence height.

**HOUSEHOLD TRASH/RECYCLING/CARTON DISPOSAL**

1. Boxes, cartons, etc. **MUST BE BROKEN DOWN PRIOR TO DISPOSAL.**
2. **Bulk items are scheduled for pick-up Thursday mornings. DO NOT PLACE YOUR BULK ITEMS AT THE DUMPSTER UNTIL WEDNESDAY EVENINGS. KEEP BULK ITEMS WITHIN COURTYARD UNTIL WEDNESDAY EVENING.** Violators will be fined for each incident and you will be required to dispose of your bulk items at Solid Waste Authority located on Swa Road, Jupiter, Florida, if you do not comply.
3. **DO NOT block dumpsters or bins.**
4. Landscape trimmings **MUST** be put into dumpster.
5. If receptacle full or lid will not close, **LOCATE ANOTHER DUMPSTER FOR DISPOSAL.**
6. Construction debris **MUST** be hauled away. Dumpsters for household items only. Construction dumpster **MUST** be parked in your assigned parking space.
7. Hazardous waste (vehicle batteries, paint cans, tires, motor oil, etc.) **MUST** be disposed of at Hazardous Waste Disposal area.
8. **Use proper receptacles** for household trash and recycling (paper or plastic).

**PARKING**

1. Use **ONLY YOUR ASSIGNED PARKING SPACES.** **DO NOT** store vehicle in guest parking spaces or at pool area.
2. **INFORM GUESTS/VISITORS that parking is available at pool parking area. DO NOT ALLOW GUESTS TO PARK IN ROADWAY, UNMARKED PARKING AREAS, PARALLEL TO BUILDINGS OR ON GRASS,**
3. **ROADWAY PARKING STRICTLY PROHIBITED** unless loading/unloading vehicle. **Remove vehicle immediately after.**
4. **NO PARKING ON GRASS AT ANY TIME !**
5. **GUESTS PARKING in parking lot entrances or within vicinity of your unit IS NOT PERMITTED; ASSIGNED PARKING SPACES AND POOL/GUEST PARKING AREA MUST BE USED AT ALL TIMES.**
6. **“WARNING STICKER” APPLIED TO VEHICLE WINDOW AND TOWING WILL BE IN EFFECT IMMEDIATELY.**

**PETS**

1. **NOT ALLOWED IN POOL/POOL AREA/POOL DECK** as per Florida Department of Health. Service pets **MUST** be registered with Property Management Company and are only permitted on the pool deck.
2. **RESTRICTED TO SMALL DOMESTIC BIRDS, FISH, 1 CAT, 1 DOG; WEIGHT NOT TO EXCEED 20 POUNDS.**
3. No snakes or exotic animals; no commercial breeding permitted.
4. **MUST** be carried or leashed; outside of Courtyard, responsible attendant **MUST** have firm control of pet.
5. **YOU MUST PICK UP AFTER PET. VIOLATORS WILL BE FINED \$100 UP TO \$1,000 FOR EACH INCIDENT.**
6. If pet determined to be dangerous, it must be rectified. If non-compliant, pet must be removed after notification.
7. If pet determined to be noise nuisance, it must be rectified. If non-compliant, pet must be removed after notification.
8. Animal's owner and/or unit owner shall be liable for damages caused by animal.
9. If owner/tenant found to misled, neglected, or not acquired proper approval, Fining Committee will impose \$100 fine up to \$1,000 for each incident and/or Board of Directors will revoke tenant application.
10. Board of Directors has absolute discretion determining pets not in conformance with provisions.

**POOL**

1. Hours : Sun Up to Sun Down. **Pool strictly for use by residents/guests.** Follow posted pool rules.

**SATELLITE DISHES**

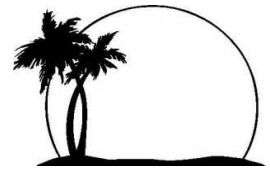
1. **MUST BE MOUNTED ON POLE WITHIN COURTYARD; NOT MOUNTED TO BALCONIES, FENCES, FLAT ROOFS, MANSARDS, AIR CONDITIONER ENCLOSURES, ETC.**
2. **COMPLETE ARC FORM AND RECEIVE APPROVAL BEFORE** installation of satellite dish. Dish must be insured under personal Homeowners' Policy. You will be liable for damage to property caused by dish in event of hurricane, etc.

**SPEEDING/VEHICLE OPERATION**

1. **DRIVE SLOWLY.** Observe speed limit within community.
2. Vehicles **MUST** comply with traffic regulations. COA has right and authority to prohibit violators from property.
3. No individual without a valid license, proper insurance or is under age 16 may operate a vehicle on property.

**SEASONAL PARKING**

1. **MUST** park in assigned parking space; **NOT** at pool/guest parking area.



**VEHICLES - GENERAL**

1. **NOTHING** stored on tops of vehicles.
2. **NO DISPLAY** of logos. If magnetic, remove and place in vehicle.
3. No repair of vehicles except in emergency; no assembling/disassembling of vehicle except for ordinary maintenance such as changing of tire, battery, etc. **NO DRAINING OF OIL PANS/CHANGING OF OIL.**
4. Horns shall not be used while on property, **except** in safety situation.
5. Vehicles **MUST BE** maintained; not create an eyesore.
6. Vehicle operators causing damage will be required to pay for damages and fined for any violation thereof.
7. COA requires vehicle identification, registration, and proof of insurance on all vehicles.
8. COA shall have absolute discretion when determining if vehicles are not in compliance.
9. Approved vehicles **MUST NOT BE** replaced with non-compliant vehicles.
10. BOD shall have absolute discretion to determine non-conformance with appearance of community. BOD may grant exceptions to restrictions for medical reasons upon prior written approval.
11. If owner/tenant found to misled, neglected, or not acquired proper approval, Fining Committee will impose \$100 fine up to \$1,000 for each incident and/or Board of Directors will revoke tenant application.

**VANS ALLOWED ON PROPERTY**

1. Only if **not used** to transport cargo, **not used** for commercial purposes; vertical extension on roofline prohibited; other custom-made body features other than standard factory issue is prohibited.
2. **Do not display any logo.** If magnetic sign, remove and place within vehicle.
3. Vans are to be equipped with windows/seats; not to be outfitted with living quarter facilities.
4. Van replaced with another van, same regulations and procedures apply.

**TRUCKS**

1. **Resident grandfathered trucks permitted.**
2. **Exposed materials/supplies not permitted.** Items **MUST** be in bed of truck unseen, with exception of service vehicles temporarily on property servicing units.
3. Truck parking **NOT PERMITTED** from 11pm to 7am.

**VEHICLES/PASSENGER AUTOMOBILES ALLOWED ON PROPERTY**

1. No emission of loud engine noises, loud exhausts or noisy mufflers.
2. No parking and idling with motor running and/or radio heard by others.
3. Must be equipped with complete bonafide factory design passenger bodies.
4. Mopeds, other powered bicycles, allowed but must be stored within Courtyard when not in use; do not emit excessive noise.
5. Bicycles and tricycles allowed but must be stored within Courtyard when not in use; **children not permitted to tow bicycles and/or skateboards, etc.**
6. Jeep, provided they have a standard factory canvas enclosure.

**VEHICLES NOT ALLOWED ON PROPERTY**

1. Van type vehicles not conforming to above.
2. Trailer or device transportable by vehicular towing.
3. Agricultural vehicles, ladder trucks, broken component vehicles, vehicles with engine leaks, rusted/unsightly vehicles, vehicles with more than one (1) color body, vehicles without or having incomplete bodies, limousines/stretch limousines, paneled trucks (without windows), vehicles with altered factory height/width, vehicles lacking factory exhaust systems, diesel trucks, duellies (double wheel axle), vehicles with more than four (4) tires, dune buggies, dump trucks, truck trailers, buses, travel trailers, **boat trailers with or without boats**, motorcycle delivery wagons, collapsible campers, recreational vehicles, mobile homes, motor homes, truck-mounted campers attached or detached from truck chassis, swamp buggies, and commercial vehicles.
4. Vehicles not mechanically operable or not currently licensed for use.
5. Automobiles converted to different type of motor vehicle by replacing original body or by modifying exterior and/or interior.
6. Motorcycles of any kind. Grandfathered motorcycles allowed but **MUST NOT** emit excessive noise or become noise nuisance.

**IF YOU HAVE ANY QUESTIONS OR CONCERNS, OR WOULD LIKE TO OBTAIN A COMPLETE SET OF RULES AND REGULATIONS, CONTACT THE PROPERTY MANAGEMENT COMPANY**

\_\_\_\_\_  
SIGNATURE OF TENANT AND/OR PURCHASER

\_\_\_\_\_  
SIGNATURE OF TENANT AND/OR PURCHASER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE