

**Island House Northeast COA, Inc.**  
c/o Sea Breeze Community Management Services, Inc.  
4227 Northlake Boulevard  
Palm Beach Gardens, FL. 33410  
Phone: (561) 626-0917 Fax: (561) 626-7143  
**www.seabreezecms.com**

---

**APPLICATION – PURCHASE**  
**(updated 10/2018)**

**Information is required on all applicants. This application is to be completed by the proposed purchaser and submitted at least thirty days prior to the proposed CLOSING DATE.**

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

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

- \_\_\_ 1. Fill in the blanks on the Application Form and Acknowledgement section. If you would like to receive Association related emails fill in the blanks under the Email Address section. (pg 2)
- \_\_\_ 2. Each applicant must sign the Certificate of Approval. (pg 3)
- \_\_\_ 3. Provide a copy of the executed purchase contract.
- \_\_\_ 4. Provide a picture ID for each adult to be residing in the unit.
- \_\_\_ 5. **\$50.00 CASH, MONEY ORDER, OR CASHIER'S CHECK ONLY** for a non-refundable Application fee made payable to **ISLAND HOUSE NORTHEAST COA, INC.**
- \_\_\_ 6. **\$50.00 CASH, MONEY ORDER, OR CASHIER'S CHECK ONLY** for a non-refundable Processing fee made payable to **SEA BREEZE CMS, INC.**

**Enclosed for your convenience are the rules and regulations of the Association.**

**Application Form**

- 1. Name(s) of Unit Owner(s) \_\_\_\_\_
- 2. Property Address \_\_\_\_\_
- 3. Name of Proposed Buyer \_\_\_\_\_
- 4. Proposed Buyer Phone Number \_\_\_\_\_
- 5. Email Address of Proposed Buyer \_\_\_\_\_

- 6. List each person to reside in the unit (including children)  

<u>NAME</u>	<u>AGE</u>	<u>RELATIONSHIP</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

7. By signing this application, Buyer(s) agrees that he/they have received and read all of the Condominium documents for the Condominium and further agree to abide by all of the terms, covenants, and conditions of the documents and regulations

8. Buyer(s) information:

a. Employer or business, if self-employed:

Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_  
Position \_\_\_\_\_

b. Personal References (other than family members):

(1) Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_

(2) Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_

**ISLAND HOUSE NORTHEAST CONDOMINIUM ASSOCIATION, INC.**  
**ACKNOWLEDGEMENT**

As a prospective owner, we are aware of all information submitted in the Application, and agree to be bound by all the terms, conditions, and restrictions contained in all or any of the documents referred to above.

Date of Application: \_\_\_\_\_

Signature(s) of Prospective Owner

Printed Names(s)

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

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

**Email Address**

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

**Island House Northeast COA, Inc.**  
 c/o Sea Breeze Community Management Services, Inc.  
 4227 Northlake Boulevard  
 Palm Beach Gardens, FL. 33410  
 Phone: (561) 626-0917 Fax: (561) 626-7143  
**www.seabreezecms.com**

**CERTIFICATE OF APPROVAL**

The undersigned authorized representative of **ISLAND HOUSE NORTHEAST CONDOMINIUM, INC.** hereby certifies that the proposed conveyance of the following unit has been approved as written below:

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

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

Applicant(s): \_\_\_\_\_

The above Applicant(s) as evidenced by Applicant(s) signature(s) below hereby acknowledge receipt of the Declaration of Covenants, Articles of Incorporation, By-Laws, Rules and Regulations and any Amendments to the Documents for the Association, and agrees to be bound by said Documents.

\_\_\_\_\_  
 Applicant(s) Printed Name

\_\_\_\_\_  
 Applicant(s) Printed Name

\_\_\_\_\_  
 Applicant(s) Signature

\_\_\_\_\_  
 Applicant(s) Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date

This is to certify that the above-named Applicant(s) have complied with the above statements and thereby obtained the approval of **ISLAND HOUSE NORTHEAST COA, INC.**

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