

Date Received: _____

Closing or Occupancy Date: _____

Name of Buyer(s) or Tenant (s): _____

Community: _____

Property Address: _____

ALL ITEMS MUST BE SUBMITTED ALONG WITH THIS CHECKLIST OR YOUR APPLICATION WILL NOT BE PROCESSED

Application Checklist

General Submission Requirements

APPLICATION FULLY EXECUTED WITH REQUIRED SIGNATURE'S _____

COMMUNITY SPECIFIC REQUIREMENTS (if applicable, see application) _____

FULLY EXECUTED SALES CONTRACT or LEASE _____

APPLICATION FEES and/or DEPOSITS _____

IS THE APPLICANT CURRENTLY SERVING IN THE UNITED STATES ARMED FORCES ON ACTIVE DUTY OR STATE ACTIVE DUTY AND/OR A MEMBER OF THE FLORIDA NATIONAL GUARD AND UNITED STATES RESERVE FORCES? YES /NO (circle one)
IF YES PLEASE PROVIDE A COLOR COPY OF THE MILITARY ID CARD WITH THIS APPLICATION.

Buyer(s)/Tenant(s) Realtor Info:

- Company Name: _____
- Company Phone: _____
- Company email: _____

Seller(s)/Owners(s) Realtor Info:

- Company Name: _____
- Company Phone: _____
- Company email: _____

Title Company Info (Optional):

- Company Name: _____
- Company Phone: _____
- Company email: _____

Delivery of Certificate of Approval (COA) to:

- Title Company Email or Pick Up
- Buyer/Tenant Realtor Email or Pick Up
- Seller/Owner Realtor Email or Pick Up

Comments: _____

APPLICATION PROCESSING TIME IS 30 DAYS.

OPTIONAL EXPEDITED PROCESSING IS AVAILABLE AT AN ADDITION COST OF \$175.00
PAYABLE TO HARBOR MANAGEMENT OF SOUTH FLORIDA

Worthington of Palm Beach Homeowners Association, Inc.

c/o Harbor Management of South Florida, Inc.
641 University Blvd., Ste. 205, Jupiter, FL 33458
Phone #: (561)935-9366 Fax #: (561)624-7465

Purchase / Rental Application – (Please circle one)

Name: _____ Phone #: _____

Property Address: _____ Occupancy Date: _____

Present Address: _____ How Long: _____ Rent: _____ Own: _____

Email Address: _____

Name of Owner, if Renting: _____ Owners Phone # _____

Name of Agent Handling Purchase or Rental: _____

IN CASE OF EMERGENCY NOTIFY:

RELATIONSHIP:

ADDRESS: _____ Phone #: _____

PRESENT EMPLOYER: _____ Phone #: _____ From: _____ To: _____

ADDRESS: _____

Name of Spouse: _____ Email: _____

No. and Ages of Children _____

SPOUSE'S EMPLOYER: _____ Phone #: _____ From: _____ To: _____

ADDRESS: _____

WILL ANYONE OTHER THAN YOUR SPOUSE AND CHILDREN LISTED ABOVE RESIDE WITH YOU? **(MANDATORY)**

NO _____ IF YES _____ NAMES _____

DO YOU HAVE PETS WHO WILL BE RESIDING IN THE UNIT? **NOTE: Not more than 3 household pets are permitted in each home and a picture of the pet must be submitted with this application. "Aggressive" dog breeds are not allowed.**

IF SO, PLEASE LIST: NAME OF PET: BREED OF PET: WEIGHT OF PET:

PERSONAL REFERENCE: _____ ADDRESS: _____ PHONE #: _____

(1) _____

(2) _____

VEHICLES: _____ STATE: _____ VEHICLE YEAR: _____ MAKE: _____ MODEL: _____

DO YOU HAVE ANY COMMERCIAL OR RECREATIONAL VEHICLES, BOATS, CAMPERS, MOTORCYCLES, TRUCKS, TRAILERS, OR PANELLED VANS? YES: _____ NO: _____

THESE VEHICLES ARE NOT ALLOWED TO BE PARKED ON ANY COMMON ELEMENTS AND MUST BE PARKED INSIDE THE GARAGE OVERNIGHT.

**WORTHINGTON OF PALM BEACH HOMEOWNERS ASSOCIATION, INC.
ACKNOWLEDGEMENT**

I agree to abide by the rules and regulations of the WORTHINGTON OF PALM BEACH HOMEOWNER'S ASSOCIATION, INC and am subject to the Declaration of Covenants of WORTHINGTON OF PALM BEACH HOMEOWNERS ASSOCIATION, INC. Failure to comply with terms and conditions thereof shall be a material default and breach of the lease / purchase agreement.

(I / We) further agree and understand that:

- (1) The Association has the right to terminate the lease and evict tenant for failure to follow the Declaration of Covenants adopted by the Association.
- (2) The Association has the right to collect all rental payments due to the owner and apply same against unpaid assessments if the Owner is in arrears in assessments and/or other charges.

Owner

Lessee/Purchaser

Date

APPLICATION INSTRUCTIONS:

1. Fill out notification completely, and submit to Harbor Management, 641 University Blvd., Ste. 205, Jupiter, FL 33458. Please allow 30 days for review and action to be taken by WORTHINGTON OF PALM BEACH HOA, INC.
2. Above signed acceptance of the Rules and Regulations must be submitted along with the application, as well as, a copy of the lease agreement or the purchase contract and the signed Background Check Form. Please apply a minimum of 30 days prior to execution. Every effort will be made to expedite the notification process.
4. An application fee, as of 8-25-2022, of \$399.00 is required. Also, for Sales ONLY as of 4-20-2023, a Capital Contribution in the amount of 1 quarter of regular assessments (3 months' dues) is required at Closing. Both are payable to WORTHINGTON OF PALM BEACH HOA, INC.
5. Lease terms must not be for less than six (6) months and no more than twelve (12) months. No home may be leased more than one (1) time in any calendar
6. An in-person interview is required for approval.
7. Owners renting their home are required to place in Escrow with the Association the sum of two (2) month's rent. Any balance shall be returned within ninety (90) days after the tenants permanently move out. See revised Leasing rules for details.
8. ALL ADULTS (OVER AGE 18) LIVING IN THE HOME FOR MORE THAN 30 DAYS ANNUALLY MUST HAVE A BACKGROUND CHECK PERFORMED.

**DISCLOSURE REGARDING
BACKGROUND INVESTIGATION ON YOU**

Harbor Management of the South Florida, Inc. (“the Company”) may obtain a “consumer report” about you from a consumer reporting agency for tenant purposes. A “consumer” report is a background screening report that may contain information regarding your criminal history, sex offender registry status, credit history, employment history, education history, driving history, professional licenses, and other information about you. It may bear upon your character, general reputation, personal characteristics, and/or mode of living.

The consumer reporting agency that may prepare an “consumer report” on you for the Company is Scott-Roberts and Associates, LLC, 2290 10 Ave. N., Suite 500, Lake Worth, Florida 33461, (888) 605-4265, www.scottrobertsassociates.com, info@scottrobertsassociates.com.

**ADDITIONAL NOTICE REGARDING
INVESTIGATIVE CONSUMER REPORTS ON YOU**

Harbor Management of the South Florida, Inc. (“the Company”) may also request an “investigative consumer report” on you from a consumer reporting agency.

An “investigative consumer report” is a background screening report generated through personal interviews with sources such as your neighbors, friends or associates.

The consumer reporting agency that may prepare an “investigative consumer report” on you for the Company is Scott-Roberts and Associates, LLC, 2290 10 Ave. N., Suite 500, Lake Worth, Florida 33461, (888) 605-4265, www.scottrobertsassociates.com, info@scottrobertsassociates.com. The information contained in an “investigative consumer report” may bear upon your character, general reputation, personal characteristics, and/or mode of living.

Please be advised that the nature and scope of the most common form of “investigative consumer report” that may be ordered by the Company is an investigation into your employment history. During such an investigation, Scott-Roberts and Associates may ask questions about your employment history to certain knowledgeable individuals and provide response information to the Company.

Note: You have the right to request disclosure of the exact nature and scope of any “investigative consumer report” ordered by the Company on you. You may do so by contacting the Company.

AUTHORIZATION REGARDING BACKGROUND INVESTIGATION

By signing below, I acknowledge receipt of the following separate documents (and certify that I have read and understood them):

- DISCLOSURE REGARDING BACKGROUND INVESTIGATION ON YOU;
- A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT;
- ADDITIONAL NOTICE REGARDING INVESTIGATIVE CONSUMER REPORTS ON YOU;
- ADDITIONAL STATE LAW NOTICES.

By signing below, I also authorize **Harbor Management of the South Florida, Inc.** to obtain “consumer reports” and “investigative consumer reports,” about me for tenant purposes.

Signature: _____ Date: _____

Print Name (First, Middle, Last Name)

PERSONAL INFORMATION NEEDED FOR BACKGROUND CHECK

Please supply the following information to facilitate a background check on you.

Last Name: _____ First Name: _____ Middle: _____

Other Names Used (alias, maiden, nickname): _____

Social Security Number: _____ Date of Birth: _____

Driver License No.: _____ State Issued: _____

Email Address: _____

Current Address: _____

Street/P.O. Box City State Zip Code County Dates

Former Address: _____

Street/P.O. Box City State Zip Code Country Dates

Current Employer Address City/State Start Date Salary

Supervisors name Employer Telephone Number

DISCLOSURE REGARDING
BACKGROUND INVESTIGATION ON YOU

Harbor Management of the South Florida, Inc. (“the Company”) may obtain a “consumer report” about you from a consumer reporting agency for tenant purposes. A “consumer” report is a background screening report that may contain information regarding your criminal history, sex offender registry status, credit history, employment history, education history, driving history, professional licenses, and other information about you. It may bear upon your character, general reputation, personal characteristics, and/or mode of living.

The consumer reporting agency that may prepare an “consumer report” on you for the Company is Scott-Roberts and Associates, LLC, 2290 10 Ave. N., Suite 500, Lake Worth, Florida 33461, (888) 605-4265, www.scottrobertsassociates.com, info@scottrobertsassociates.com.

ADDITIONAL NOTICE REGARDING
INVESTIGATIVE CONSUMER REPORTS ON YOU

Harbor Management of the South Florida, Inc. (“the Company”) may also request an “investigative consumer report” on you from a consumer reporting agency.

An “investigative consumer report” is a background screening report generated through personal interviews with sources such as your neighbors, friends or associates.

The consumer reporting agency that may prepare an “investigative consumer report” on you for the Company is Scott-Roberts and Associates, LLC, 2290 10 Ave. N., Suite 500, Lake Worth, Florida 33461, (888) 605-4265, www.scottrobertsassociates.com, info@scottrobertsassociates.com. The information contained in an “investigative consumer report” may bear upon your character, general reputation, personal characteristics, and/or mode of living.

Please be advised that the nature and scope of the most common form of “investigative consumer report” that may be ordered by the Company is an investigation into your employment history. During such an investigation, Scott-Roberts and Associates may ask questions about your employment history to certain knowledgeable individuals and provide response information to the Company.

Note: You have the right to request disclosure of the exact nature and scope of any “investigative consumer report” ordered by the Company on you. You may do so by contacting the Company.

AUTHORIZATION REGARDING BACKGROUND INVESTIGATION

By signing below, I acknowledge receipt of the following separate documents (and certify that I have read and understood them):

- DISCLOSURE REGARDING BACKGROUND INVESTIGATION ON YOU;
- A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT;
- ADDITIONAL NOTICE REGARDING INVESTIGATIVE CONSUMER REPORTS ON YOU;
- ADDITIONAL STATE LAW NOTICES.

By signing below, I also authorize **Harbor Management of the South Florida, Inc.** to obtain “consumer reports” and “investigative consumer reports,” about me for tenant purposes.

Signature: _____ Date: _____

Print Name (First, Middle, Last Name)

PERSONAL INFORMATION NEEDED FOR BACKGROUND CHECK

Please supply the following information to facilitate a background check on you.

Last Name: _____ First Name: _____ Middle: _____

Other Names Used (alias, maiden, nickname): _____

Social Security Number: _____ Date of Birth: _____

Driver License No.: _____ State Issued: _____

Email Address: _____

Current Address: _____

Street/P.O. Box City State Zip Code County Dates

Former Address: _____

Street/P.O. Box City State Zip Code Country Dates

Current Employer Address City/State Start Date Salary

Supervisors name Employer Telephone Number
