

Sky Lake Gardens #4 Condominium Association, Inc.

This application form is fully completed to include, a copy of all proposed sales/rental contracts, a photocopy of picture ID, a photocopy of valid unexpired auto registration, two (2) letters of recommendation for each applicant and a cashiers check or money order for the application fee, must be received by the Management office, at the address below, **no less than ten (10) working days prior** to the date action is desired of the Association. The Board of Directors will have ten days after the interview of an applicant.

***Missing or incomplete information will cause the application to be returned without action. ** Fees: (NON-REFUNDABLE)**

Application Fee: Money Order or Cashier's Check:

\$150.00 Per Person, Payable to VTE Consulting LLC

\$175.00 Per Married Couple with a copy of the marriage certificate

\$30.00 Money order or cashier's check made payable to VTE Consulting LLC, per person (Background check)

\$100.00 Impact Fee per application

Applicant agrees that the Board of Directors of the Association may cause to institute an investigation of the applicant's background and history as part of their approval process. By signing below, applicant specifically authorizes the Board of Directors, or its agents, to make such investigation and agrees that the information contained in this and the attached applications may be used in such investigation and that the Board of Directors and the Officers of the Association shall be held harmless from any action or claim by the applicant in connection with the use of the information.

Please be advised that this is a community of 55 years and over. As per the condominium bylaws, there are no rentals accepted

Please note that the application takes from 20 to 25 business days. If you would like to rush in 7-10 business days, there is a fee of \$100.00.

******* No application will be considered and will be automatically denied if a national background check and full credit report cannot be conducted. A maximum of 2 occupants is allowed per bedroom.**

ONCE THE SALE IS FINAL, IT IS IMPERATIVE THAT YOU FORWARD US A COPY OF THE WARRANTY DEED AND SETTLEMENT STATEMENT INDICATING THE DATE OF THE CLOSING AND NAME(S) OF THE OWNER. Without this information, we can't update our system.

Applicant Print: _____ Applicant Signature: _____ Date: _____

Applicant Print: _____ Applicant Signature: _____ Date: _____

Sky Lake Gardens #4 Condominium Association, Inc

Email: Ninagarcia@vteconsultingllc.com or Office@vteconsultingllc.com

APPLICATION MUST BE COMPLETED IN FULL BY PROSPECTIVE TENANT(S) OR BUYER(S)
1840 West 49th Street, Suite 216, Hialeah, FL 33012

Restrictions:

New Residents must be interviewed and approved by the Association, with a (5) day advance notice of move-in or out.

- Residents are permitted to move into the building between the hours of 9:00 A.M. - 5:30 P.M. Monday through Friday.
- If you are having work done in your unit, it must be done between the hours of 9:00 A.M. - 4:30 P.M. Monday through Friday.
- All maintenance fees must be current at the time of application.
- **If sale, the buyer agrees to provide the Management Company with a copy of the Closing Statement no later than seven (7) days after the closing date.** I certify that I have read and understand the above application and restrictions:

Unit #: _____

Signature of Applicant: _____ Date: _____

All Applicants must sign.

Application for Sale

This application and the attached Application for Occupancy must be completed in detail by the proposed Buyer/Tenant. Please attach a copy of the Sales Contract to this application or rental agreement.

The Seller (current owner) shall provide the Buyer with a copy of all the Condominium documents. Processing of this application will begin after all required forms have been completed, signed, and in the Management's office.

Application For: Sale Only

Applicant #1

First Name:	Middle Name:	Last Name:
D.O.B:	Social Security #:	
Driver License State:	Driver License #:	
Phone Number #	Atl Phone #:	
Email:		

Employment of Applicant #1

Employer:	Position:
How Long at Present Job:	
Phone Number #:	
Address:	

Applicant #1:

Have you ever been arrested or convicted of a crime? YES or NO:		
Dates:	County /State Convicted in:	Charges:

Applicant #2

First Name:	Middle Name:	Last Name:
D.O.B:	Social Security #:	
Driver License State:	Driver License #:	
Phone Number #	Atl Phone #:	
Email:		

Employment of Applicant #2

Employer:	Position:
How Long at Present Job:	
Phone Number #:	
Address:	

Applicant #2:

Have you ever been arrested or convicted of a crime? YES or NO:		
Dates:	County /State Convicted in:	Charges:

Applicant #3

First Name:	Middle Name:	Last Name:
D.O.B:	Social Security #:	
Driver License State:	Driver License #:	
Phone Number #	Atl Phone #:	
Email:		

Employment of Applicant #3

Employer:	Position:
How Long at Present Job:	
Phone Number #:	
Address:	

Applicant #3:

Have you ever been arrested or convicted of a crime? YES or NO:		
Dates:	County /State Convicted in:	Charges:

Emergency Contact:

Name:	Relationship:
Phone:	
Name	Relationship:
Phone:	

Vehicle Information (List ALL Vehicles Owned)

Make	Year	Color	Tag



Rush: Yes ____ No ____ (additional fee required)

- ☐ 1) Fully completed Application
- ☐ 2) \$150.00 Money Order or Cashier's check per applicant - Made payable to VTE Consulting LLC
- ☐ 3) \$30.00 Background Check Money Order or Cashier's check per applicant- Made payable to VTE Consulting LLC
- ☐ 4) \$100.00 Impact Fee
- ☐ 5) Two reference letters per applicant (NO Relative may write a letter of recommendation)
- ☐ 6) U.S. Government-issued photo ID per applicant
- ☐ 7) Copy of Executed Lease or purchase contract- Must be fully executed
- ☐ 8) Provide proof of income.
- ☐ 9) Copy of License (All Adults over the age of 18)
- ☐ 10) Copy of vehicle registration (All vehicles owned)
- ☐ 11) Copy of vehicle insurance (All vehicles owned)
- ☐ 12) Signed and acknowledged receipt of Rules and Regulations.

If the above requirements are not met, the application will not be accepted. (No Exceptions)

Application and documentation received (Date): _____ Received By: _____

This document must be filled out by the office manager

SKY LAKE GARDENS CONDOMINIUM #4

RULES & REGULATIONS SUMMARY

All prospective owners must show proof of age, 55 years or over, at the time of the interview. Acceptable forms of identification include a driver's license, passport, or birth certificate combined with picture ID. The prospective owner is also required to sign an affidavit attesting to the same.

The Application/ Screening fee is \$150 per person or \$175.00 for a married couple. It must accompany the application package and must be submitted to the management company at least thirty (30) days prior to the proposed closing date. There is an additional fee of \$30.00 which is used for a background check which is completed by an outside company. No refund is given if you are not approved by the Association.

You will be expected to give a copy of your WARRANTY DEED to the Office upon closing so we will know for future reference that the person(s) living in the unit is the person(s) that were interviewed for the purchase of the unit.

THE RENTING OF THESE UNITS IS NOT ALLOWED! Only unit owners will be allowed to live in the apartments. These units are not sold for investment under any circumstances. This is a 55 and over complex. No one under 55 years of age will be allowed to live alone in the unit. Absolutely no children under the age of 17 shall live in the apartment. Children and other visitors may visit for thirty (30) days once a year. This is a **SENIOR CITIZEN COMPLEX** and we do not have facilities for children to play where they can be protected. Visiting children must be supervised at all times. They must not play on the stairwells or in the parking areas. Any toys or bicycles must be kept inside the apartment when not in use.

One (1) bedroom apartment shall not have more than two (2) persons and Two (2) bedroom apartments shall not have more than four (4) persons residing in the unit.

MAINTENANCE FEES: The monthly maintenance fees are due by the first day of each month. After the 11th day of each month there will be a \$25.00 late fee added to your account. To sign up for autopay please e-mail our property manager at office@vteconsultingllc.com

NO DUMPING: A \$100.00 fine will be imposed on anyone for dumping items such as furniture, old air conditioners, water heaters, etc., on the property or in the garbage dumpsters or area. All boxes and cartons must be flattened and put into the garbage dumpsters. Please put all cans, bottles, glass, and newspapers in the proper recycling bins and not in the garbage dumpsters

PARKING Each unit is assigned only one (1) parking space. Each Apartment receives 1 parking decal and 1 guest parking hanger. Guest parking is available on a first come, first served basis. Any vehicles parked on Sky Lake Gardens Condo #4 property who do not display a parking sticker or guest parking hanger will be towed away at the owner's expense. Please instruct all visitors to park in the guest parking behind the buildings along the fence. It is understood that no commercial vehicles, boats, motorcycles, or vans for commercial usage shall be parked in the common elements at any time as set forth in the BY-LAWS.

If you find someone parked in your assigned space, please be courteous and place a note on the windshield asking them to remove the car. If this does not work, please alert the Board or Property Manager and we will alert the towing company who will remove the vehicle at the automobile owner's expense. **DO NOT PARK WHERE THERE ARE "NO PARKING" SIGNS!**

NO CARS WITHOUT TAGS WILL BE ALLOWED TO STAY IN THE PARKING AREA! CARS WITH FLAT TIRES OR THAT HAVE BEEN ACCIDENTS MUST BE REPAIRED IN A TIMELY MANNER OR THEY WILL BE TOWED AT THE OWNER'S EXPENSE.

No car washing, repairs or changing of oil is permitted on Association property.

SPEED BUMPS-PLEASE DRIVE SLOWLY (10 miles per hour) on our grounds. If you cause personal injury, it is your responsibility. Our insurance will not cover you. Speeding only shows a lack of consideration for other unit owners and will not be tolerated.

DO NOT DRIVE ON THE GRASS! IT DAMAGES THE GRASS & WILL BREAK THE SPRINKLER HEADS.

COMMON WALKWAYS: Common walkways must be kept clear of potential trip hazards. This means that chairs, decorations, etc. should not be left outside your unit.

COMMON AREAS: HELP KEEP THE GROUNDS CLEAN! DO NOT LITTER! HAVE PRIDE IN WHERE YOU LIVE! Do not throw cigarettes, cigars, candy wrappers, Kleenex, junk mail or any other objects on the grounds.

STORAGE ROOMS: Storage Rooms are located on the second floor of each building. You are entitled to use 1/8 of the space. Please be sure to remove any items you are not going to use again. The storing of paints and any flammables is not permitted. The usage of these rooms is at your own risk as these are shared spaces.

WASHERS & DRYERS: Laundry rooms are to be used between the hours of 8:00 AM to 8:00 PM. Do not leave empty bottles and soap containers in the waste baskets. Please recycle those items. Washing machines should be wiped clean after each use and lint removed from the after you. dryers. Do not expect your neighbor to clean up

- The drying of mops, clothes, bathing suits, towels, rugs, etc. outside the apartments is prohibited as stated in the BY-LAWS. Do not use the railings or fence for this purpose.

METER ROOMS: DO NOT STORE ANYTHING IN THE METER ROOMS! IT IS AGAINST FIRE LAWS!
PLANTS: Please do not keep plants of any kind on the walkways, steps or landings. They could cause someone to trip or fall. Plants on ledges can also fall or blow over in winds and are not permissible.

INTERIOR MODIFICATIONS: Any modifications inside your unit are not allowed without the consent of the Board of Directors. No washing machines are allowed to be installed in the units. Construction hours are between 8:30 AM - 5:30 PM Monday-Saturday. No construction should take place on Sundays or Holidays.

SOUND PROOFING: Must be placed under tile floors on the second floor to help keep the sound of movements upstairs from disturbing the unit owner downstairs.

TOILETS: Please do not put food, paper towels, cooking grease, etc. down the toilets. The pipes are old and clog easily.

NOISE: PLEASE DO NOT BLOW CAR HORNS! We have elderly and sick people who live here, and the noise disturbs them. Advise your guests not to blow their car horns when they come to pick you up or visit. Please do not disturb your neighbors by playing your Televisions, Radios or Stereo Systems too loudly. Quiet hours should be observed between 8:00 AM and 10 PM.

PETS: No pets of any kind are allowed in the units except certified service animals with documentation. Please do not feed any wildlife, including Ducks and Iguanas. These animals can cause hazardous conditions to our residents.

INSURANCE: We have insurance that covers the outside of the condominium. We highly recommend that you purchase an HO6 policy to protect the contents and interior finishes.

MOVING: Must be done between 8:30 AM - 5:30 PM Monday-Saturday to keep noise from disturbing other unit owners. Please do not park move vans on sidewalks or on the grass.

COMPLAINTS: Complaints are to be made in writing and given to the Board of Directors and Property Manager. You may put any written complaints in the office mailbox. Personal feuds and arguments between neighbors should be handled between the residents. The Board and Property Manager will not get involved with disputes between neighbors.

For more information, please read the BY-LAWS of SKYLAKE GARDENS CONDO #4 INC.

X _____ Date: _____

X _____ Date : _____

May 2020

Sky Lake Gardens No. 4 Condominium Association, Inc.

Hurricane Preparedness

As Hurricane season is approaching, we would like to remind all residents to please keep all items inside their units. Any items in the common area and hallways can become a potential projectile.

Broken Windows

All units with broken windows must be replaced as soon as possible. Placing a wood or something temporary is against the rules and regulations of the association. The association will be looking into this and anyone not following the rules and regulations is subject to fines.

Speeding Vehicles

We have recently received several complaints due to vehicles speeding throughout the community. Resident's please be reminded that this is a private

community and anyone seen speeding is subject to a fine from the association.

Water Consumption

The board of directors would like to remind everyone to please not misuse the water. We are all responsible for paying the water and we want to keep this expense down as much as possible. We thank you all for your cooperation.

Parking Enforcement and Towing

We would like to remind all unit owners and residents of the community that anyone parking in the community must display the valid decal at all times. Towing will be strictly enforced from this point on 24 hours.

BBQ and Cooking Devices

BBQ or cooking devices are not allowed in the condominium. They are strictly prohibited from Miami Dade Fire Department due to it being a fire hazard.

Rules and Regulations

We would like to remind everyone that there is rules and regulations for the association that everyone must follow in order to keep the community safe and in the best standard possible. If anyone is missing the documents please contact management at Egarcia@lornservices.info for an electronic copy.

Message from the Board

The Board of Directors of Skylake Gardens 4 would like to inform all the residents that we are working very hard to get our community in good shape. We are always open to receive suggestions on how to improve our community. We thank all those who do their part in taking care of the community. Thank you in advanced.

Mayo 2020

Sky Lake Gardens No. 4 Condominium Association, Inc.

**Preparacion Para
Temporada de
Huracanes**

Ya que se acerca la temporada de huracanes, nos gustaría recordarle a todos los residentes que mantengan todos los artículos dentro de sus unidades. Cualquier artículo suelto en el área común y los pasillos pueden convertirse en un proyectil potencial.

Ventanas Rotas

Todas las unidades con ventanas rotas deben reemplazarlas tan pronto como sea posible. Colocar una madera o algo temporal va en contra de las reglas y regulaciones de la asociación. La asociación le dará seguimiento a esto y cualquier residente que no siga las reglas y regulaciones estará sujeto a multas.

Exceso de Velocidad

Recientemente hemos recibido varias quejas con referencia a exceso de velocidad en la comunidad. Recuerde que

este es un complejo privado y cualquier persona vista manejando en exceso de velocidad está sujeta a una multa de la asociación.

Consumo de Agua

La Junta Directiva desea recordarle a todos que el agua es un gasto común. Por lo tanto, no hagan mal uso del agua. Todos somos responsables de pagar el agua y mantener el costo lo mas bajo posible es el objetivo. Les damos las gracias a todos por su cooperación.

**Aplicación de
estacionamiento y
remolque**

Nos gustaría recordarle a todos los propietarios y residentes que cualquier vehículo estacionado dentro del complejo debe tener la calcomanía válida. El remolque se aplicará estrictamente de ahora en adelante y será enforzado las 24 horas del día.

**Dispositivos de barbacoa,
parrillas y cocina**

Dispositivos de barbacoa, parrillas y cocina no son permitidos en la comunidad. Están estrictamente prohibidos por el Departamento de Bomberos de Miami Dade debido al peligro de incendio.

Reglas y Regulaciones

Le reordamos que la comunidad tiene reglas y regulaciones que se deben de seguir con el fin de mantener la comunidad segura y en el mejor nivel posible. Si usted quisiera copia de estas, favor de comunicarse con la administracion al Fgarcia@lpmsservices.info para obtener una copia electronica.

Mensaje de la Junta

La Junta Directiva de Skylake Gardens 4 a trabajado muy duro para mantener la comunidad en buen estado. Siempre estamos abiertos a recibir sugerencias sobre cómo mejorar nuestra comunidad. Le agradecemos a todos aquellos que hacen su parte en el cuidado de la comunidad.

AMENDMENTS TO

BY-LAWS OF SKY LAKE GARDEN NO. 4, INC.

1. ARTICLE V, Sections 3 (c), (d), (e) and (g) are deleted in their entirety, and substituted with a new paragraph designated ARTICLE V, Section 3 (c) as follows:

(c) There shall be no renting of any unit permitted by any of the unit owners. All units shall be owner occupied subject to the provisions of Article V, Section 3(d) below.

2. ARTICLE V, Section 3 (h) is hereby renumbered as ARTICLE V, Section 3 (d) and is hereby repeated in its entirety:

(d) In the event that a Unit Owner desires his apartment to be occupied during his absence, the Unit Owner shall notify the Board of Directors in writing, giving the name of the temporary occupant, the approximate length of stay and any other pertinent information as required by the Board of Directors. If, a Unit Owner, by subterfuge or deceit, shall furnish misleading information to the Board of Directors concerning the occupancy of his apartment, then in that event, the Board of Directors shall have the right to enforce its By-Laws by legal and proper action.

3. ARTICLE XVI, Sections 1, 2, 3, 4 and 5 are deleted in their entirety.

MARK PERLMAN P.A.

1010 EAST HALLANDALE BEACH BOULEVARD HALLANDALE FL 33005
TEL. (305) 544-1122 • FAX (305) 544-1122 • (305) 544-6008

4. ARTICLE XVII, Section 2 is deleted in its entirety.

5. ARTICLE XI (a) is deleted in its entirety and substituted with the following paragraph:

(a) In the event a Unit Owner does not pay sums, charges or assessments required to be paid to the Corporation on the due date thereof, which for monthly assessments is the first day of each month, the Corporation, after due notice by Certified Mail, return receipt requested, acting on its own behalf or through the Board of Directors may foreclose the lien encumbering the family unit created by the non-payment of the required monies in the same fashion as mortgage liens are foreclosed. The Unit Owner shall also be liable for a late fee of \$10.00 if payment is not made within five (5) days of due date of any sums, charges or assessments, \$25.00 if such payment is not made within ten (10) days of due date and an additional \$25.00 for each additional month that said sum, charge or assessment remains unpaid. The Corporation shall be entitled to the appointment of a Receiver if it so requests. The Corporation shall also have the right to bid in the family unit at a foreclosure sale and to acquire, hold, mortgage, and convey the same. In any such foreclosure action, the lien of the Corporation shall be subordinate and inferior to any mortgage liens of record encumbering such family unit at the time of the commencement of the foreclosure action by the Corporation. In lieu of foreclosing its lien, the Corporation may,

MARK PERLMAN P.A.

1000 EAST HALLANDALE BEACH BOULEVARD, HALLANDALE FL 33009
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through its Board of Directors, or in its own behalf, bring suit to recover a money judgment, for any sums, charges or assessments required to be paid to the Corporation without waiving its lien securing same. In any action, either the foreclosure of its lien or to recover a money judgment, brought by or on behalf of the Corporation against a family unit owner, the losing defendants shall pay the costs thereof together with a reasonable attorney's fee.

The three pages numbered 16689 3459, 16689 3460, 16689 3461 were officially recorded on Feb. 22, 1995 by Harvey Ruvin, Clerk of Circuit and County Courts. (95R070850 1995 Feb. 22 13:46)

RECORDED IN OFFICIAL RECORDS BOOK
OF DASH COUNTY, FLORIDA
RECORD VERIFIED
HARVEY RUVIN,
Clerk of Circuit & County
Courts

MARK PERLMAN PA

1540 EAST PALM BEACH BOULEVARD, PALM BEACH, FL 33409
TEL: 561-836-1111 • FAX: 561-836-1111 • FAX: 561-836-1111

Jan. 1995

SKYLAKE GARDENS #4, INC.

RULES AND REGULATIONS

NO DUMPING-- A \$100.00 fine will be imposed on anyone dumping on the property, or in the bins. Such as used furniture, old air conditioners, water heaters, carpet, or oil, etc. All boxes and cartons must be flattened and put into the garbage bins. Please put all cans and bottles, plastic, glass, and newspapers in recycle bins, and not in the garbage bins. Thank you.

WASHING MACHINES AND DRYERS -- Laundry room is to be used only between the hours of 8 A.M. and 8 P.M. Do not leave empty bottles or soap containers in the waste basket. Washing machines should be wiped clean after each use and lint removed from the dryer.

DRYING -- The drying of mops, clothes, bathing suits, towels, rugs, etc., outside the apartments is prohibited by the BY-LAWS.

CHAIRS AND OTHER OBJECTS -- We must insist that the chairs be taken inside after each use, and that they do not remain outside for any length of time as this is a hazard in common walkways.

GROUND -- HELP KEEP THE GROUNDS CLEAN -- DO NOT LITTER -- Do not throw cigarettes, cigars, candy wrappers, kleenex, or anything on the ground. THANK YOU.

NOISE -- DO NOT BLOW CAR HORNS -- Advise your guests to PLEASE do not blow the car horn when they come to pick you up to go somewhere. We have sick and elderly people here and the noise disturbs them. Be considerate of your neighbor by not playing the radio or T.V. too loud when the windows are open, especially before 8 A.M. and 11 P.M. Also please keep the conversations toned down when coming home late at night. Remember, you may be parking by someone else's bedroom window.

WATER -- DO NOT WASH CARS -- The water hose is only for the maintenance man to use!

Pets -- No pets are allowed in the units. No dogs, cats, birds, snakes, or hamsters. Not even to visit. (BY-LAWS)

NO CHANGING OF THE WALL STRUCTURES is allowed without the consent of the board. No washing machines are allowed to be installed in the units. The condo will NOT pay the water bill for you to have a washing machine in your apartment. A fee for the water would have to be added to your maintenance fees. We have a contract with a company to service the washers and dryers in the laundry rooms for your convenience.

SOUND PROOFING must be put under tile floors on the 2nd. floor to keep the sound of movements upstairs from disturbing the downstairs unit owners.
NO WATER BEDS ON THE 2nd. FLOOR -- MAY LEAK.

INSURANCE -- We have Insurance that covers the outside of the condos. You may wish to purchase a HOMEOWNERS POLICY to protect the contents inside your unit.

For more information, please read the booklet of RULES and REGULATIONS of SKYLAKE GARDENS #4, INC. THANK YOU, and welcome to our ADULT CONDO COMPLEX FAMILY.

P.S. A fee of \$100.00 is charged for the screening. This must be paid before the consent for sale is given. This fee is used to do the background check on the buyer. We also need to have a copy of the contract between the seller and the buyer.
Thank you.

MOVING – Must be done between 8:00AM to 8:00 PM, to keep noise from disturbing other unit owners. Please do not park moving vans or sidewalks or grass.

REPAIR WORK – All repair work that requires hammering, sawing and noisy mechanical tools are to be done between 8:00 AM to 8:00PM.

NO BABYSITTING – You are allowed visitors 30 days each year. Children that visit must be controlled and supervised at all times and not allowed to annoy our senior residents. Babysitting all summer is a violation of our rules and regulations. Since this is a senior citizens development, there are no recreational facilities for children in which to play. They are prohibited from racing around the upper landings and steps, climbing and sliding on the railways and playing in the parking lot. This can be dangerous and will not be tolerated. If a child is hurt or injured during these activities, you will have no recourse because they are violating our rules.

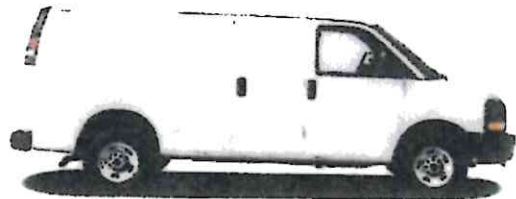
For more information, please read the BY-LAWS of SKYLAKE GARDENS CONDO #4, INC. Thank you and welcome to our Adult Condominium Complex.

VEHICLES NOT ALLOWED PARKED IN THE
ASSOCIATION

PICKUP RACKS



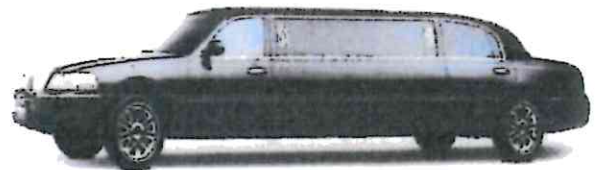
**ALL TYPES OF COMMERCIAL VEHICLES/
VEHICLES WITH SIGNS / LETTERING**



MOVING VEHICLES



LIMOUSINES



TRUCKS NOT ALLOWED ARE AS FOLLOW:
HEAVY DUTY / LONG BED / F250 / F350



ANY TYPES OF TRAILERS

