

Heritage Oaks at Tradition Homeowners' Association, Inc.

*c/o Bristol Management Services
543 NW Lake Whitney Place, Ste 101.
Port St. Lucie, FL 34986
P: 772-323-2004 F: 772-878-1519*

ReSale Application Instructions

1. The following items must be submitted to the Bristol Management office **PRIOR** to the resale of any unit:
 - a. Completed resale application
 - b. Copy of the signed contract
 - c. Copy of License and Vehicle Registration
 - d. Completed and signed acknowledgement of Covenants & Restrictions
 - e. Application fee of \$150.00. Checks should be made payable to Heritage Oaks at Tradition HOA.
2. **PRIOR to closing**, it is recommended that the Purchaser schedule an interview with an Association representative. The purpose of this interview is to review the Association's documents, policies and procedures.
3. After receiving the required paperwork, payment and completing the required interview a Certificate will be issued.
4. The Owner should provide one Recreation Center key to the Buyer. If the Owner does not provide a key, the buyer may acquire one or more keys from the Association for a charge of \$40.00 for the first key and \$150.00 for each additional key requested

ALL APPLICATIONS MUST BE SUBMITTED IN FULL. IF NOT, THIS WILL DELAY THE APPROVAL PROCESS. APPLICATIONS TAKE A MINIMUM OF 15 DAYS AND UP TO 30 DAYS FOR PROCESSING AND ASSOCIATION APPROVAL. PLEASE SUBMIT YOUR APPLICATION TO US IN A TIMELY MANNER TO AVOID ANY DELAY.

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RE/SALE APPLICATION

PROPERTY ADDRESS: _____

SELLER NAME: _____

SELLER PHONE: _____ CELL: _____

ESTIMATED CLOSING DATE: _____

BUYER NAME: _____

BUYER PHONE: _____ CELL: _____

BUYER EMAIL: _____

ALTERNATE ADDRESS: _____

DO YOU WISH HOA CORRESPONDENCE TO BE SENT TO ALTERNATE ADDRESS? _____

Please list the names and relationship of all persons, other than applicant, who will be residing in the unit:

NAME _____ RELATIONSHIP _____

NAME _____ RELATIONSHIP _____

NAME _____ RELATIONSHIP _____

Please list any pets that will be residing in the unit:

NAME _____ TYPE/BREED _____

NAME _____ TYPE/BREED _____

Heritage Oaks at Tradition Homeowners' Association, Inc.

9871 SW Glenbrook Dr.

Port St. Lucie, FL 34987

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**Acknowledgement of Association
Covenants & Restrictions**

I / We, _____, acknowledge receipt of the Association's Declaration of Covenants & Restrictions and all amendments thereto recorded in the official records of St. Lucie County, Florida.

I / We, _____, agree to abide by the Covenants & Restrictions as well as any other Rules & Regulations adopted by the Association.

I / We, _____, understand that failure to comply with the Association's documents may result in the levy of a fine, possible legal action, and suspension of Recreation Center privileges.

Purchaser signature

Date

Purchaser signature

Date

For and on behalf of the Board of Directors

Date

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Waiver of Responsibility

I, _____, whose Tradition property address is _____, do acknowledge that the installation of a satellite dish affixed to the Unit may cause damage to the exterior finish of the Unit. If damages occur, or if dish is removed in the future, I will make the repairs at my sole expense. I understand my failure to do so could potentially be the cause damage to my property. I further acknowledge that the Association is not responsible and shall not be held liable for any damages or any necessary repairs. Resulting from the installation or removal of a satellite dish on my unit.

Signature of Applicant

Date

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VEHICLE REGISTRATION FORM

9871 SW Glenbrook Dr.

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Date: _____ Property Address: _____

Name: _____
(both applicant & spouse)

Present Address: _____
(Street, City, St & Zip)

Vehicle #1

Vehicle #2

Make: _____

Make: _____

Model: _____

Model: _____

Year: _____

Year: _____

Color: _____

Color: _____

Vin# _____

Vin# _____

Tag#: _____

Tag#: _____

State: _____

State: _____

Vehicles are registered to: _____

(Signature) (Date)

(Signature) (Date)

PLEASE NOTE: ALL INFORMATION ON THIS FORM MUST BE COMPLETED.

ANY CHANGES IN USE OR APPEARANCE OF THE ABOVE DESCRIBED VEHICLE(S) MUST BE SUBMITTED TO THE BOARD OF DIRECTORS WITH A NEW APPLICATION.

IT IS CLEARLY UNDERSTOOD THAT CARS MUST BE PARKED IN THE DRIVEWAYS AND/OR GARAGES. PARKING IN THE STREETS IS NOT PERMITTED.

(Signature) (Date)

(Signature) (Date)

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QUICK REFERENCE GUIDE

543 NW Lake Whitney Place, Ste 101

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The following is only a guideline. Please refer to your governing Documents for explanations and details. This guide does not include all of the restrictions.

- **Exterior Changes:** All exterior changes must have approval of the Architectural Review Committee.
- **Fences:** No fence, screen enclosure or pool shall be installed, except as may be approved by the Architectural Review Board
- **Signs:** No signs of any kind shall be displayed to the public view.
- **Parking:** Residents and their guests must park in driveways or garages. Commercial vehicles, boats and trailers must be parked in the garage. This prohibition shall not apply to pick-up, delivery or other commercial services being performed at the residence.
- **Drying Areas:** No clothing, laundry or wash shall be aired or dried on any portion of any Lot in an area exposed to view from another Lot or Common Area.
- **Animals and Pets:** No breeding allowed. Household pets only. Limit of 2 pets. No aggressive breeds allowed. Dogs must be on a leash at all times when outdoors and owner must pickup solid waste. Yards must be kept free of solid waste materials. No Pit Bull or Pit Bull Breeds are allowed.
- **Hurricane Shutters:** Shutters may only be installed during a "hurricane watch" or "hurricane warning" and must be removed within 14 days after the storm.
- **Satellite Dishes:** Must be less than 1.0 meter in diameter, installed away from general view, and must be approved by Architectural Review Board prior to installation.
- **Resale of Unit:** Purchaser must complete the Resale Information Package and pay fees before information is given to the title company. Original purchaser may not resell unit within the first 12 months without prior approval of the builder.
- **Leasing of Unit:** Lease must be in writing and for not less than 6 months. Tenant must complete the Lease Information Package and pay the application fee and the refundable security deposit. There will be a criminal background check. The approval process can take up to 30 days. Owner shall be responsible for any violation on the part of the tenant.
- **Trash pick up:** Trash containers must be kept in sanitary condition and stored away from view from the street. Plastic garbage bags to be put out the morning of pickup. They may be put out no earlier than 6:00 p.m., that evening prior to pickup. (Pick up is on Tuesday and Friday for garbage, Friday for recycling, and Saturday for yard debris.)
- **BBQ's:** Must be used at the back of the house. Grills must be stored indoors or on the lanai or patio when not in use.
- **Garages & Doors:** The doors of all garages shall be closed at all times, except as needed for ingress and egress or active use. No garage shall be converted so as not to allow access of original number of vehicles.