

Longwood Villas of Sarasota Homeowners Association, Inc.

**C/O Capstone Association Management
8588 Potter Park Dr., Suite 500, Sarasota, FL 34238**

Application for Approval of Sale

Note: A fee of \$200.00 payable to Longwood Villas of Sarasota Homeowners Association, Inc. must accompany this application and be forwarded to the above address in advance of sale. This sale must be approved by Association Board of Directors before being finalized.

Address of Purchased Property: _____, Sarasota, FL 34235

Seller Names(s): _____

Date of Sale Closing _____ Sale Price: _____

Buyer Information (Complete in detail):

Name: _____ DOB _____

Current Address: _____

City State Zip: _____

Phones: Home _____ Cell _____

Email _____

Other Names, if any, that will appear on title and relationship: _____

Emergency Contact: Name _____ Phone _____

Copies of the Association documents are available on the internet at <http://tivolvillage.org> — i.e., the Declaration and the Bylaws.

See Addendum, page 2.

Buyer's Signature _____ **Date:** _____

Upon approval send to: _____
(Real Estate Agent & Email Address for example)

THIS SECTION TO BE COMPLETED BY THE MANAGEMENT COMPANY

Application Received: _____ Check Received: _____

Background Check Requested: _____ Background Check Received: _____

Sent to BOD: _____ Sent to Realtor: _____

Board Action: Approved or Rejected

For the Association _____ **Date:** _____

Addendum

I (hereinafter "I" will include the plural, as appropriate) hereby state that (i) I have read, understand and acknowledge my obligation to abide by the Declaration and Bylaws of Longwood Villas of Sarasota Homeowner's Association, Inc. ("The HOA Board"); (ii) I have read the HOA Board Meeting Minutes for the twelve (12) month period prior to purchase of the property and do hereby agree to hold harmless the Longwood Villas of Sarasota HOA Board for the actions taken therein; (iii) I will accept full responsibility for the overall maintenance and necessary upkeep of all improvements made by the current and/or previous owners of the purchased property, such as changes to landscaping, stone borders, pavers, etc.; and (iv) Upon closing, I will submit a Plat Plan of the purchased property to Capstone Management Company, 8588 Potter Park Dr, Suite 500, Sarasota, Fl. 34238, (the "Property Manager") and notify the Property Manager of any new contact information.

_____ Date: _____
Buyer's Signature

_____ Date: _____
Buyer's Signature