

**PORTOFINO OF OCEAN RIDGE
CONDOMINIUM ASSOCIATION INC.**

C/O JMD Properties
904 SE 5th Avenue
Delray Beach, FL 33483
561.265.3272

TO: ALL UNIT OWNERS/REALTORS AND INTERESTED PARTIES
RE: SALES OR RENTAL APPLICATION PACKAGES

1. ALL APPLICATIONS FOR SALES OR RENTAL OF A UNIT MUST BE ACCOMPANIED BY A CHECK OF \$100.00 (NON-REFUNDABLE APPLICATION FEE) PAYABLE TO JMD PROPERTIES.
2. ALL SPACES ON THE "APPLICATION FOR OCCUPANCY" FORM MUST BE COMPLETED. BLANKS SPACES WILL HOLD UP PROCESSING. USE "N/A" IF ITEM IS NOT APPLICABLE.
3. THE APPLICANT MUST SIGN A FORM STATING THAT: HE/SHE HAS READ AND IS IN RECEIPT OF THE RULES AND REGULATIONS, AND WILL ADHERE TO ALL COVENANTS.
4. PURCHASE ONLY: PURCHASER MUST SIGN THAT HE/SHE IS IN RECEIPT OF CONDOMINIUM DOCUMENTS. THE SELLER IS RESPONSIBLE FOR SUPPLYING THE PURCHASER WITH A SET OF CONDOMINIUM DOCUMENTS AND AMENDMENTS THERETO.
5. A COPY OF THE CONTRACT FOR SALE, DEPOSIT RECEIPT OR LEASE, WHICHEVER APPLIES, MUST BE SUBMITTED WITH THE APPLICATION.
6. ATTACH COPY OF DRIVER'S LICENSE FOR EACH APPLICANT.
7. THREE LETTERS OF REFERENCE ON THE APPLICANT'S BEHALF MUST BE SUBMITTED WITH THE APPLICATION.

ONCE THE ABOVE ITEMS HAVE BEEN COMPLETED, RETURN THE PACKAGE WITH THE FEE TO:

J.M.D. PROPERTIES, INC.
904 SE 5TH Avenue
DELRAY BEACH, FL 33483
561-265-3272

THE SCREENING COMMITTEE FOR A WILL CONTACT YOU FOR PERSONAL INTERVIEW APPOINTMENT

JMD PROPERTIES INC.
904 SE 5TH AVENUE • Delray Beach, FL • 33483
561.265.3272 (o) • 561.265.3660 (f)
www.jmdproperties.com

Portofino of Ocean Ridge Application for Occupancy

UNIT _____ BUILDING _____

PURCHASE: _____ LEASE: _____ DESIRED OCCUPANCY DATE: _____ IF LEASE, TERM: _____

CURRENT OWNER INFORMATION

NAME(S): _____

MAILING ADDRESS: _____

TELEPHONE NO.: _____ CELL: _____ EMAIL: _____

APPLICANT INFORMATION

NAME: _____ SOCIAL SECURITY NO.: _____

TELEPHONE NO.: _____ CELL: _____ EMAIL: _____

CO-APPLICANT NAME: _____ SOCIAL SECURITY NO.: _____

TELEPHONE NO.: _____ CELL: _____ EMAIL: _____

NUMBER OF ADULTS (over 18 yrs) OCCUPYING: _____ CHILDREN (18 yrs.& under): _____

NAME OF OTHER OCCUPANT(S): _____

DO YOU OWN A PET? YES _____ NO _____

APPLICANT RESIDENCE HISTORY

CURRENT ADDRESS: _____

TELEPHONE: _____ HOW LONG?: _____

NAME OF LANDLORD OR MORTGAGE CO. _____

APT. OR CONDO NAME: _____ TEL: _____

PREVIOUS ADDRESS: _____

APT. OR CONDO NAME: _____ TEL: _____

APPLICANT EMPLOYMENT AND BANK REFERENCES

EMPLOYER: _____

TELEPHONE NO.: _____ SUPERVISOR: _____ HOW LONG?: _____

POSITION HELD: _____ APPROX. MO. INCOME: \$ _____

CO-APPLICANT EMPLOYER: _____

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TELEPHONE NO.: _____ SUPERVISOR: _____ HOW LONG?: _____

POSITION HELD: _____ APPROX. MO. INCOME:\$ _____

NAME OF BANK/SAVINGS & LOAN: _____

ADDRESS: _____ TEL.: _____

BRANCH: _____ CONTACT PERSON: _____

ACCOUNT NO.: _____ CK.: _____ SAV.: _____ M.M.: _____

APPLICANT CHARACTER REFERENCES

NAME: _____ HOME TEL. NO.: () _____

HOW LONG HAVE YOU KNOWN HIM/HER?: _____ OFFICE TEL. NO.:() _____

NAME: _____ HOME TEL. NO.:() _____

HOW LONG HAVE YOU KNOWN HIM/HER?: _____ OFFICE TEL. NO.:() _____

NAME: _____ HOME TEL. NO.:() _____

HOW LONG HAVE YOU KNOWN HIM/HER?: _____ OFFICE TEL. NO.:() _____

APPLICANT EMERGENCY CONTACT

IN CASE OF AN EMERGENCY CONTACT: _____ Tel: _____

APPLICANT VEHICLE INFORMATION

MAKE OF CAR: _____ MODEL: _____ YEAR: _____ TAG. NO.: _____

STATE REGISTERED IN: _____ COUNTY: _____

MAKE OF CAR: _____ MODEL: _____ YEAR: _____ TAG. NO.: _____

STATE REGISTERED IN: _____ COUNTY: _____

**RECEIPT FOR ASSOCIATION DOCUMENTS AND/OR
RULES AND REGULATIONS**

I/WE, THE UNDERSIGNED, owners/tenants received and read a copy of:

- _____ The Rules and Regulations of the above listed Association.
- _____ The Association Documents and any amendments thereof. (SALE ONLY)

I/ WE, HEREBY AGREE to adhere to all the covenants, rules and regulations legislated during the term of my lease, stay, visit, or length of ownership. I/we also agree to pay any fines levied against me/us as a result of a violation of the rules and regulations or damages to the common areas of the Association and said fine will be collected from the owner's/tenant's security deposit or will be charged against the owner's maintenance account.

I/WE, HEREBY AUTHORIZE JMD PROPERTIES as agent for the Association to obtain and verify a consumer credit report, along with an investigation of my background which may include information regarding my character, backing history, present and prior residential history and past and present employment.

I/WE AGREE to indemnify and hold harmless JMD Properties, Inc. and Association its employees, officers and directors, affiliates, sub contractors and agents from any loss expense, or damage which may result directly or indirectly from information or reports furnished by Straight Arrow Screening

I/We can be reached at the following telephone number(s) for the next fifteen days:

_____ or _____

SIGNATURE: _____ SIGNATURE: _____

By signing, the applicant recognizes that the Association or JMD Properties, Inc. may investigate the information supplied by the applicant and a full disclosure of pertinent facts may be made to the Association or JMD Properties, Inc. The investigation may be made of the applicant's character, general reputation, personal characteristics, credit standing, police arrest record and mode of living as applicable.

MAKE SURE YOU HAVE INCLUDED:

1. A COMPLETED Application. Leave no blanks. Put "NA" in space if applicable.
2. An APPLICATION FEE, (non-refundable) for EACH applicant (husband and wife considered one applicant).
3. A copy of the Lease or Purchase Agreement/Deposit Receipt.
4. Received and signed for the documents and or the Rules and Regulations (see below).
5. Copy of drivers license on each occupant, as applicable.
6. Three (3) letters or emails of references.

IT TAKES A MINIMUM OF FIFTEEN (15) DAYS TO PROCESS THIS APPLICATION.

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RULES AND REGULATIONS OF
PORTOFINO OF OCEAN RIDGE CONDOMINIUM ASSOCIATION, INC.

1. The only pets allowed in Portofino shall be small enough to be hand-carried. No pet waste shall be allowed on the Common Elements at any time. The prior written approval of the association is required for keeping a pet and the Association may revoke such approval at any time.
2. Any vehicle may be stored in a member's garage, provided; however, that the garage door shuts when the vehicle is in the garage. No boats, boat trailers, house trailers, motor homes, trucks, camping trailers, motorcycles, motor scooters, go-carts, motor bikes or other vehicles, whether of a recreational nature or otherwise, except for four wheel passenger automobiles, shall be placed, parked or stored outside of a member's garage.
3. It is the policy of the Association that garages are intended to be used primarily for the garaging of vehicles. In the event that a Unit owner consistently uses his garage for other purposes such that the garage is not being used for its intended purpose, the Association may, in its discretion, direct the Unit Owner to use his garage for its intended purpose.
4. It is the policy of the Association that garage doors should be kept closed at all times, except when a vehicle is entering or departing. The Association reserves the right for its intended purpose.
5. All parking not part of a Unit or Limited Common Element may be used by any guest on a non-assigned basis.
6. Developer may construct and maintain models, parking areas and a sales office together with a sign or signs at locations of its choosing anywhere in Portofino until such time as all of the Units have been conveyed by the Association.
7. No unit may be leased for more than three (3) weeks during any calendar year, and all lessees must be provided by the Association.
8. Any guest who occupies a Unit overnight, at a time when the Unit owner is not present must register in and out with the Association.
9. No Unit shall be used or occupied for any purpose other than residential.

10. No Unit owner shall do, or permit to be done, any act which is or may become a nuisance to other Unit owners.
11. No maintenance or repair shall be done upon any motor vehicle, except in the garage, completely isolated from public view.
12. No structure of a temporary character, trailer, basement, tent, shack, garage, barn or other outbuilding shall be allowed within Portofino or used at any time as residence, either temporarily or permanently.
13. No noxious or offensive activity shall be carried on in Portofino, nor shall anything be done that may be or may become an annoyance to the neighborhood.
14. No livestock, poultry or wild animals of any kind shall be raised, bred or kept by any Unit owner.
15. No sign, statuary, flag, banner, decoration or artwork of any kind or character shall be displayed to the public view by a Unit owner without written permission of the Association except by Developer.
16. Each Unit owner shall keep the Common Elements free of all rubbish, trash, garbage or other waste. All equipment for the storage or disposal of such material shall be kept in a clean and sanitary condition. Except during pick-up (if containers are required to be placed at the curb), all containers shall be kept within an enclosure.
17. No clotheslines or outside drying areas shall be allowed and railings on balconies or patios may not be used as drying areas.
18. Unless prior written approval has been given, no growths shall be permitted, and no refuse pile or unsightly objects shall be allowed to be placed or suffered to remain anywhere.
19. No weeds, underbrush or other unsightly growths shall be permitted, and no refuse pile or unsightly objects shall be allowed to be placed or suffered to remain anywhere.
20. No vehicles, except automobiles, shall be permitted to park in driveways, except service vehicles only during such time as service is being performed.

21. No easements shall be granted by any Unit owner without the express written approval of the Association.
22. Noise shall be kept to a minimum at all times. Owners shall use discretion operating engines, generators, radios, televisions sets and the like, so as not create a nuisance or disturbance.
23. No Alterations and/or Renovations over \$5,000.00 US Dollars can occur between November 1 and May 31.

The Association reserves the right to amend these rules and regulations at any time in any respect.

REVISED as of this 15th day of March 2011.