

555 SE 6TH AVE
DELRAY BEACH, FL 33483
WWW.THEBARRTON.COM

REQUIREMENTS FOR APPLICATION OF OWNERSHIP

The application process for ownership at The Barrton first requires your submission of multiple items and fees (see list below.) Second, an in-person interview with a Barrton representative is REQUIRED, and an appointment will be made through the Barrton office at the convenience of all parties after all of the paperwork and fees have been received. Note that the \$500 refundable move-in deposit must be received at least two weeks prior to moving in. A minimum of **fifteen (15) days** is required to process this application, so please plan accordingly.

Date
Received:

	1. A legibly-signed purchase agreement contract between buyer and seller. Note: <i>Buyer must put down a minimum of 20% of purchase price.</i>
	2. A non-refundable \$100 application fee made payable to <u>JMD Properties</u>
	3. A \$500 refundable move-in deposit (which is held against any damages to the common areas) made payable to <u>The Barrton</u>
	4. A copy of all co-applicants' driver's license(s) or government-issued ID(s)
	5. A letter of reference from your bank and/or investment firm
	6. Proof of income and savings MUST be provided. Please submit the <u>most recent copies</u> of all of the following: <ul style="list-style-type: none"> a. first page of filed tax form b. pay stub c. bank statement d. statement(s) of brokerage/investment accounts
	7. A completed Application For Ownership form. Leave no blanks (use N/A as necessary).

In one package, please mail all items and fees from the list above to:

THE BARRTON
555 SE 6TH AVE
DELRAY BEACH, FLORIDA 33483

Thank you! The BARRTON Administrator will contact you to schedule your in-person interview.

555 SE 6TH AVE
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APPLICATION FOR OWNERSHIP

DATE: _____ UNIT. NO.: _____ CLOSING DATE: _____

CURRENT OWNER INFORMATION

NAME(S): _____
ADDRESS: _____
TEL. NO.: _____ CELL PHONE NO.: _____ EMAIL: _____

APPLICANT INFORMATION

NAME: _____
ADDRESS: _____
TEL. NO.: _____ CELL PHONE NO.: _____ EMAIL: _____

CO-APPLICANT NAME(S): _____
ADDRESS: _____
TEL. NO.: _____ CELL PHONE NO.: _____ EMAIL: _____
OF ADULTS (over 18 yrs) OCCUPYING: _____ # OF CHILDREN (under 18 yrs): _____
OTHER INTENDED OCCUPANTS: _____ AGE(S): _____

EMERGENCY CONTACT:

NAME: _____
TEL. NO.: _____ TEL. NO.: _____ EMAIL: _____

RESIDENCE HISTORY:

CURRENT ADDRESS: _____
APT. OR CONDO NAME: _____ TEL NO.: _____
HOW LONG? _____
NAME OF LANDLORD/MORTGAGE CO.: _____ TEL NO.: _____
PREVIOUS ADDRESS: _____

EMPLOYMENT AND BANK REFERENCES:

EMPLOYER: _____ POSITION: _____ HOW LONG? _____
SUPERVISOR: _____ TEL NO.: _____ APPROX. MO. INCOME: \$ _____
CO-APPLICANT'S EMPLOYER: _____ POSITION: _____
HOW LONG? _____ SUPERVISOR: _____ TEL NO.: _____
APPROX. MO. INCOME: \$ _____
NAME OF BANK/FINANCIAL INSTITUTION: _____
CONTACT PERSON: _____ TEL NO.: _____ ACCT #: _____

THE
BARRTON

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CHARACTER REFERENCES (Our Office Will Contact Them):

NAME: _____ TEL. NO.:(_____) _____ FOR HOW LONG? _____

NAME: _____ TEL. NO.:(_____) _____ FOR HOW LONG? _____

NAME: _____ TEL. NO.:(_____) _____ FOR HOW LONG? _____

VEHICLE INFORMATION:

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

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

ACKNOWLEDGEMENTS:

I/WE, THE UNDERSIGNED APPLICANTS received and read a copy of: **(Please initial each line.)**

- _____ The Rules and Regulations of the above listed Association.
- _____ The Association Documents and any amendments thereof.
- _____ The NO PETS, NO RENTAL, NO SMOKING (in Common Areas) and GUEST POLICY rules.
- _____ We authorize the Association to contact our personal references.

I/ WE, HEREBY AGREE to adhere to all of the covenants, rules and regulations legislated during the 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 as charged against the owner's maintenance account.

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

I/WE AGREE to indemnify and hold harmless JMD Properties, Inc. and The Barrton Apartments 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 Atlantic Personnel & Tenant Screening, Inc.

By signing, the applicant recognizes that the Association or Agent may investigate the information supplied by the applicant and a full disclosure of pertinent facts may be made to the Association.

I/ WE can be reached at the following telephone number for the next 15 days: _____

SIGNATURE _____

SIGNATURE _____



GENERAL AUTHORIZATION

Applicant Name: _____ Date of Birth: _____
Social Security Number: _____ Home Phone #: _____

Present Address:

Street: _____ Apt #: _____
City: _____ State: _____ Zip: _____

I hereby authorize the landlord or its agent, Atlantic Personnel Screening Services, Inc., to obtain and verify a consumer credit report, along with an investigation of my background which may include information regarding to my character, banking history, present and prior residential history and past and present employment history, any and all workers comp records and criminal report history.

I agree to indemnify and hold harmless Atlantic Personnel Screening Services, Inc., it's employees, officer and directors, affiliates, subcontractors, and agents from any loss, expense, or damage which may result or indirectly from information or reports furnished by Atlantic Personnel Screening Services, Inc.

Signed: _____ Date: _____
Applicant



GENERAL AUTHORIZATION

Applicant Name: _____ Date of Birth: _____
Social Security Number: _____ Home Phone #: _____

Present Address:

Street: _____ Apt #: _____
City: _____ State: _____ Zip: _____

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I agree to indemnify and hold harmless Atlantic Personnel Screening Services, Inc., it's employees, officer and directors, affiliates, subcontractors, and agents from any loss, expense, or damage which may result or indirectly from information or reports furnished by Atlantic Personnel Screening Services, Inc.

Signed: _____ Date: _____
Applicant

**Moving In / Out Procedures
For
The Barrton Apartments, Inc.**

It is the responsibility of the Owner to notify The Barrton Office personnel at least seven (7) days prior to moving in or out of the building in order to reserve the service elevator. A security deposit of \$500.00 is required from the Owner prior to the move. If movers are being used, it is the Owner's responsibility to inform them of the established guidelines for moving in or out of the building.

All vendors assisting the Owner in the move are required to register at the front desk and to supply the office with their Certificate of Liability Insurance prior to entering the building. The Barrton maintenance crew will bring the movers to the service elevator and show them the route they are to use during the move. The Barrton maintenance crew will also inspect the hallway walls, carpeting, doors and elevator for any existing damage which will be noted on this form.

After the move, the areas will be re-inspected by both parties to ascertain that no damage has occurred to The Barrton property as a result of the move. If no damage has occurred, the security deposit will be refunded. If any damage has occurred as a result of the move, the Owner will be responsible for the repairs.

Unit # _____ Name of Owner: _____

Moving Date: _____ Security Deposit: _____

Moving Company's Name: _____

Active Insurance Certificate: _____

Inspected Before Move by: _____ Time: _____

Noted

Damage: _____

Inspected After Move by: _____ Time: _____

Noted

Damage: _____

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**HOLD HARMLESS
AGREEMENT TO ACCEPT DELIVERIES**

THIS AGREEMENT TO ACCEPT DELIVERIES ("the Agreement") is made this _____ day of _____ 2014 by and between _____ and _____ (collectively the "owner") and THE BARRTON APARTMENTS, INC. ("the Association") and JMD Properties, Inc. (Management).

Recital 1. Owner is the record owner of Unit _____ of The Barton Apartments, Inc., a Condominium (the "Condominium") located at 555 South East 6th Avenue, Delray Beach Florida 33483.

Recital 2. Association is the entity responsible for the operation and administration of The Condominium and contracted with JMD Properties, Inc. to manage the operations as is Agent.

Recital 3. Owner and Association desire to enter into this Agreement authorizing the Association to accept deliveries such as Federal Express, UPS, and other similar packages (excepting registered or certified letters or packages) on behalf of the Owner: provided, however, the Owner will hold the Association and Management harmless from any liability associated with such services.

NOW, THEREFORE, in consideration of the mutual promises between the parties and other good and valuable consideration, the parties agree as follows:

1. Owner authorizes the Association, through its employees, agents and servants, to accept delivery of packages (Federal Express, UPS, and other deliveries, (except registered or certified letters of packages) on behalf of the Owner.
2. The Association may establish whatever procedures it deems appropriate to accept delivery of packages and also may terminate such service at any time without the consent of the Owner.
3. The Owner shall indemnify and hold the Association and its officers, directors, members, employees, and agents harmless from any and all liability associated with any injury, damage, claim loss, cause of action or otherwise related directly or indirectly to the service performed for the Owner under this Agreement by the Association or any employee agent or servant thereof. Such right of indemnification shall include all costs and attorneys' fees arising out of or resulting from the performance of any service or work under this Agreement
4. Upon notification from the Association, the Owner must promptly pick-up any package being held by the Association on behalf of such owner.
5. Owner waives any claim against Association for any loss, damage or theft of any package accepted by Association on behalf of the Owner.
6. In the event of any dispute or enforcement action related to this Agreement, the prevailing party shall be entitled to recover its attorneys' fees and costs, including all appellate proceedings.

THE
BARRTON

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IN WITNESS WHEREOF, this Agreement is executed by the Owner and authorized officers of the Association.

THE BARRTON APARTMENTS, INC.

By:

Vice President: _____

Dated: _____

Attest:

Secretary: _____

Dated: _____

Owner: _____

Dated: _____

Owner: _____

Dated: _____

THE BARRTON APARTMENTS, INC.

**WRITTEN NOTICE OF
VOTE TO FOREGO FIRE SPRINKLER SYSTEM RETROFITTING**

This Notice is being sent to each owner of a unit in The Barrton Apartments, Inc., to notify each owner that the Association has received the affirmative vote of a majority of all voting interests in the Association to forego retrofitting of the common elements, association property, or units of the Condominium with a fire sprinkler system, as allowed by Section 718.112(2)(l), Florida Statutes, as amended.

A copy of this Notice must be provided by you to any new owner prior to closing and furnished to any tenant or lessee, prior to entering into a rental agreement.

Dated: 12.17.15

BY ORDER OF THE BOARD OF DIRECTORS

Barbara Ledezky
BY: _____