

# THE COLONIES II CONDOMINIUM ASSOCIATION, INC.

## Lease / Purchase Application Instructions

All applicants must receive written approval by the Association's Board of Directors **prior to occupancy**. The Board reserves the right to interview prospective occupants before granting approval.

### Application Documents

Each adult (18 years old+) prospective occupant must complete an **Association Application**. Applications will be returned unprocessed or not approved if any question is left unanswered.

Each application must include the following documents:

- Association Application (applications must be originals)
- Copy of Purchase Contract or Lease Agreement with Addendums (as applicable)
- Signed Receipt of Rules & Regulations
- Last three (3) pay stubs
- No LLCs or corporation applicants
- Minimum 700 credit score
- Minimum Income: \$95K Singles/\$195 Couples
- Last three (3) bank statements
- Last two (2) tax returns
- No pets allowed for renters
- No short-term leasing permitted
- Buyers must provide 10% or more escrow deposit and escrow letter from title company
- Signed Authorization to Release Information
- Copy of valid identification card and/or driver's license for all residents
- Valid Car Insurance & Registration
- Owners renting their unit must pay a \$50.00 Association fee each time the unit is rented or transferred. Fee is non-refundable
- A \$50.00 refundable security deposit is required from renters. Refund issued if no common-area damages occur after move-out

*Note: All applicants must be available for a personal interview prior to final Board approval.*

# THE COLONIES II CONDOMINIUM ASSOCIATION, INC.

## Lease / Purchase Application Instructions

### Fees

- **\$150.00 non-refundable application processing fee** for each adult applicant 18 years and over.
- Payments must be made by **cashier's check or money order**, payable to: **The Colonies Two, Inc.**

*Please note that payment of the processing fee does not constitute or guarantee approval.*

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### Submission Options

**Option 1:** Mail or deliver the **original, unaltered documents** to:

**The Colonies II Condo Assoc.**  
c/o Kid Breukelen Realty Group  
3350 NE 12th Ave, #24481  
Oakland Park, FL 33307

**Option 2:** If you prefer to **schedule an in-person appointment** for a team member to review your application package, please book here:

<https://api.leadconnectorhq.com/widget/bookings/kbrg-community-association-manager-meet>

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### Important Notes

- **Additional information may be required**
- **Allow up to 30 days** for your application to be processed
- **Do not call to verify the status** of your application until **after 21 days** from submission •

***Do not schedule closings or occupancy until you have been notified of a screening date***

## The Colonies Two, Inc Purchase Lease Application

*Each adult 18 and older must fill out a separate application*

Application Type: Purchase ___ Lease ___						Date:		
<b>Property Details</b>								
Property Address:								
Anticipated Close or Move In Date								
<b>Personal Information</b>								
First Name		Last Name		MI	SSN#		Birth Date	Email
Other Names Used			Home Phone:		Mobile Phone:		Co-Owner Applicant Name	
<b>Other Occupants Under 18</b>								
Name				Age		Relationship		
1)								
2)								
3)								
<b>Residency History</b>								
		Current Residence		Prior Residence		Prior Residence		
Address								
City, State & Zip								
		Rent or Own	How Long?	Rent or Own	How Long?	Rent or Own	How Long?	
Monthly Payment or Rent								
Dates of Residency		From	To	From	To	From	To	
Landlord or Mortgage Company								
		Phone:		Phone:		Phone:		
Reason for Leaving								
<b>Employment History</b>								
		Current		Prior		Prior		
Employer								
Address								
Phone								
Name of Immediate Supervisor								

Position/Job Title						
Dates of Employment	From	To	From	To	From	To
Monthly Gross Pay						
Reason for Leaving	n/a					
<b>Vehicle Information</b>						
	Year	Make	Model	Color	Tag No.	
Vehicle #1						
Vehicle #2						
Vehicle #3						
Vehicle #4						
<b>Personal References</b>						
	Name		Address		Telephone	
Reference 1						
Reference 2						
Reference 3						
<b>Real Estate Agent Information</b>						
First Name	Last Name		Email		Phone	
<b>APPLICATION AUTHORIZATION &amp; DISCLAIMER</b>						
<p>The applicant certifies that all information provided is true, complete, and legible. Incomplete, inaccurate, or illegible information may delay processing or result in the application being deemed incomplete. The Association is not responsible for errors in any investigative report caused by information supplied by the applicant.</p> <p>By signing below, the applicant authorizes The Colonies Two, Inc. Condominium Association and/or its managing agent to verify the information provided for the lawful purpose of evaluating this application, including obtaining credit and/or background reports as permitted by law.</p> <p>All applications are reviewed using uniform, nondiscriminatory criteria in compliance with federal and Florida Fair Housing laws. The Association, its Board, officers, and managing agent shall not be liable for actions taken in good-faith reliance on information obtained during the application review process, except as required by law.</p>						
Signature:			Printed Name:		Date:	

# AUTHORIZATION & CONSENT FOR INFORMATION VERIFICATION

## *The Colonies Two, Inc.*

**Association:** The Colonies Two, Inc.

**Property Address / Unit #:** \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

\_\_\_\_\_

By signing below, I authorize **The Colonies Two, Inc.**, its Board of Directors, officers, managing agent, and authorized screening providers to obtain and verify information for the lawful purpose of **evaluating my application for residence**.

This authorization may include, as permitted by law, verification of housing history, employment and income, personal or professional references, and the procurement of consumer credit and/or background reports through a licensed consumer reporting agency.

I authorize any individual, business, housing provider, employer, governmental agency, or consumer reporting agency to release relevant information upon presentation of this authorization or a copy thereof.

I understand that all information will be reviewed using uniform, nondiscriminatory criteria in compliance with federal and Florida fair housing laws. I release and hold harmless the Association, its Board, officers, managing agent, and information providers from liability for actions taken in good faith reliance on information obtained pursuant to this authorization, except as required by law.

This authorization is valid for **thirty (30) days** from the date signed.

\_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# PET / ASSISTANCE ANIMAL REGISTRATION FORM

(For Association Records Only)

Association Name: \_\_\_\_\_

Property Address: \_\_\_\_\_ Unit #: \_\_\_\_\_

Owner / Resident Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## ANIMAL INFORMATION

(Complete one form per animal)

Animal Name: \_\_\_\_\_

Type of Animal:  Dog  Cat  Other: \_\_\_\_\_ Breed (if applicable): \_\_\_\_\_

Color / Markings: \_\_\_\_\_ Weight: \_\_\_\_\_ lbs Age: \_\_\_\_\_

## ANIMAL CLASSIFICATION

Household Pet  Emotional Support / Assistance Animal (Not a Pet) Assistance animals are not subject to pet restrictions where required by law.

## VACCINATION & LICENSING (Where applicable and permitted by law)

- Rabies vaccination current:  Yes  No  N/A
- Local license/registration (if required):  Yes  No  N/A
- Veterinarian Name: \_\_\_\_\_ Phone: \_\_\_\_\_
- Veterinarian Signature: \_\_\_\_\_

## ACKNOWLEDGMENT & RESPONSIBILITY

I acknowledge responsibility for the animal's conduct and for complying with the Association's governing documents and applicable laws, including leash, noise, waste disposal, and common-area use requirements. I understand that failure to comply may result in enforcement action as permitted by law.

Nothing in this form is intended to limit rights or reasonable accommodations required under the federal Fair Housing Act or Florida Fair Housing Act.

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Attach Pet Image Here**

**ACKNOWLEDGMENT OF RECEIPT AND AGREEMENT TO ABIDE BY  
RULES AND REGULATIONS**

**Association Name:** The Colonies Two, Inc.

**Property Address:** \_\_\_\_\_ **Unit #:** \_\_\_\_\_

**Owner / Resident / Tenant Name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

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**ACKNOWLEDGMENT**

I hereby acknowledge that I have received, reviewed, and understand the current **Rules and Regulations of The Colonies Two, Inc.** Condominium Association, including any policies, resolutions, or amendments adopted by the Association from time to time.

I understand that the Rules and Regulations are intended to promote the health, safety, welfare, and peaceful enjoyment of the community for all residents and occupants.

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**AGREEMENT TO COMPLY**

I agree to comply with and be bound by the Rules and Regulations of The Colonies Two, Inc., as well as the Association's Declaration, Bylaws, and applicable governing documents. I further understand that failure to comply may result in enforcement action as permitted by the governing documents and applicable law.

I acknowledge that the Rules and Regulations may be amended by the Association in accordance with its governing documents and applicable law, and that I am responsible for complying with any such amendments.

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**NO WAIVER OF RIGHTS**

Nothing in this acknowledgment is intended to limit or waive any rights afforded under federal or Florida law, including but not limited to fair housing laws and reasonable accommodation requirements.

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**Signature:** \_\_\_\_\_ **Printed Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**THE COLONIES II, INC.**

**RULES AND REGULATIONS**

2649 N.W. 47<sup>th</sup> Lane

Lauderdale Lakes, Fla. 33313

Effective: July, 1980

**ASSESSMENTS**

1. Regular monthly assessments are due and payable in advance on the first day of the month. All checks should be made payable to The Colonies II, Inc., and sent to 2649 N.W. 47<sup>th</sup> Lane, Lauderdale Lakes, Fla. 33313.
2. Any account not paid within 15 days of due date, shall be considered delinquent. Owners are asked to consider this obligation first and foremost in their family budget.
3. Assessments not paid within 15 days of due date shall be subject to the imposition of a lien. Owner will be required to pay the applicable filing charge and attorney fees on said property to release the lien.

Note: The lien shall be for the Assessment amount due, plus interest and attorney's fees as provided in the Declaration of Condominium.

4. Assessments are based on your townhouse model's proportional size, as scheduled in the Declaration of Condominium.
5. Special Assessments may be levied from time to time. These are due upon receipt of notification to the owner and shall be considered delinquent 15 days beyond the due date. Please remain prepared for such assessments.
6. Do not confuse your assessment obligation with simple maintenance assessments which pay for building insurance, street lighting, and for all expenses for The Colonies II. If you have a complaint, let the Board of Directors know in writing, but do not hold back your maintenance check – this is a must obligation.

**CHILDREN**

1. Parents are held fully responsible for the acts of their children, both financially and within the limits of the law. Children under the age of 18 years are also subject to all Rules and Regulations of The Colonies II, with recourse to the parent.
2. Any toys or playing activities that create excessive noise found unpleasant to neighbors are not permitted on the premises of The Colonies. PARENTS, your children are not to use common grounds for such activities.

**WEAPONS**

1. No weapons of any size or nature may be used or discharged anywhere on the premises. Weapons shall include, but not limited to, any mechanism that permits or causes the release at

any velocity of projectiles of any size or shape, including mechanisms that may be considered toys. (Including B-B guns, sling shots, bow and arrows, etc.) It's prohibited to carry any weapon on the condominium premises unless in an appropriate case.

#### **CLUBHOUSE, SWIMMING POOLS AND ADJACENT RECREATION AREA**

1. First floor of Clubhouse is reserved for adults only (age 18 or over). No person under age 18 permitted at any time, unless there is a reserved party conducted by adults, or accompanied by their PARENTS.
2. Both floors of Clubhouse may be reserved for parties and special occasions for which reservations have been obtained prior thereto, as more fully discussed in Paragraph 3.
3. Reservations must be made at least ONE WEEK in advance accompanied by a required clean-up deposit of \$50.00. The deposit will be returned to you providing the Clubhouse is left in the same order of cleanliness as found. Information on making your reservations can be obtained thru a Board Member.
4. Clubhouse hours are from 9:00 a.m. to 11:00 p.m. daily, and to 12:00 midnight Friday, Saturday and Sunday.
5. The Clubhouse is reserved for The Colonies on the following holidays: Memorial Day, 4<sup>th</sup> of July, Labor Day, Christmas Eve and New Years Eve.

#### **POOL AREA**

6. Standard Pool Rules are posted and all persons are required to obey them. Parents are specifically required to supervise their children closely. There will be no running on the pool deck. Every person is required to shower before entering the pool. Parents should strictly insure that their child has been "Pool Trained" and that they use the Rest Rooms when necessary. Remember SWIMMING IS AT YOUR OWN RISK as we have no lifeguard. CHILDREN UNDER AGE 10 MUST BE ACCOMPANIED BY AN ADULT.
7. No food or beverage allowed in pool. NO GLASS in recreation or pool area. There will be no skating or bikes. No floats or balls of any kind are allowed in the pool. Please cooperate to make our pool area safe, sightly, and enjoyable for all residents and their guests.
8. BABY POOL – Standard pool rules and others shown in Item 6 apply to the children's pool. Residents with very young children are encouraged to limit their children to this relatively safer pool.
9. RECREATION AREA – There will be no footballs, soccer balls, golf clubs or balls and bats, bicycles, trucks, mini bikes or other moving objects in the Recreation Area. The Area is not large enough for most running sports such as the above-mentioned.
10. TENNIS COURT – Play shall be limited to one hour per party if others are waiting to play. Footwear other than appropriate tennis shoes shall be absolutely prohibited. Absolutely no activities other than tennis shall be allowed within fenced court area. Sign ups for use of the court shall be done by an adult and shall not occur until 7:00 p.m. of the preceding day. Residents may sign only once per day and may sign their name only.

11. Use of profanity is prohibited in the Recreation and Pool areas. Please remember there are young children also using the facilities.
12. Any resident that does not comply with the Rules and Regulations as listed in this part, after first receiving a written warning, may have their rights to the use of the facilities restricted or suspended by a majority vote of the Board of Directors.

#### **FENCES, PORCHES AND LANDSCAPING**

1. No fences of any type shall be erected within the Colonies except the fence behind Buildings 22 and 33 parallel to NW 26<sup>th</sup> Street and fences erected and approved by the builder or the Colonies II.
2. Screened Porches – There shall be only one standard for porches and screen enclosures for the purpose of uniformity. Any minor exceptions or alterations must be submitted to the Board of Directors in writing along with drawings.
3. Shrubbery or general landscaping changes are not permitted in any front yard area. Landscaping alterations or additions to rear yard areas are permitted by application only.
4. Applications to alter exterior of property – any proposed exterior alterations including, but not limited to above, must be submitted by application to the Board of Directors prior to commencement and if approved, must be built or installed exactly as per approved specifications.

It should be noted that Section 718.115(3) of the Florida Statutes provides that: "No unit owner shall make any alterations in the portions of the improvements of a condominium which are to be maintained by the association or remove any portion thereof, or make any additions thereto..."

#### **GARBAGE**

1. Garbage is to be kept in a sealed container at the rear of the house and kept in garbage containers in a neat manner.
2. On pick-up days, garbage is to be left in the designated pickup locations (designated by Sanitation Company).
3. Contact Broward Disposal for services: 781-8090.

#### **NOISE**

1. ALL RESIDENTS are asked to respect their neighbor's comfort by keeping televisions, radios, and other appliances tuned to a low volume. After 11:00 p.m. please refrain from allowing children to play in the Common Areas of the Colonies.
2. If you are planning a private party in your home and feel unusual noise may result, please check with your neighbors first to eliminate complaints. Don't impose upon your neighbors by making excessive noise after 11:00 p.m. The city of Lauderdale Lakes has an ordinance regarding excessive noise after 11:00 p.m.

3. Exercise consideration for your neighbors with regard to Motor bikes and cycles. DO NOT RIDE MOTOR BIKES on the sidewalks. Walk them to 26<sup>th</sup> Street.

#### **SIGNS AND DISPLAYS**

1. For the purpose of uniformity, address numbers are to be approximately 4" high and of black metal. Each unit must have house numbers displayed.
2. No signs may be displayed without written permission of the Board of Directors.

#### **SPEED LIMITS**

1. The maximum speed limit within the boundaries of the Colonies is 5 MPH. Please give this your foremost consideration and be alert, as this is a community with small children.

#### **TRANSFERS AND LEASES/RENTALS**

1. Please refer to your Declaration of Condominium for specific transfer procedures if you plan to sell or lease your home.
2. Prior to completing any sale or lease transaction, submit the appropriate application form to the Board of Directors. Prompt attention will be given to your request. Applications may be obtained from the Board of Directors.
3. Owners are required to pay the Association a \$50.00 fee when the unit he owns is to be rented or transferred. This fee is not refundable, and is payable each time the unit is to be rented or transferred. In addition to the \$50.00 fee, a Security Deposit of \$50.00 shall be paid by the renter to the Association. If there are no damages to the common areas, the \$50.00 Security Deposit paid by the renter will be refunded to the renter when the renter vacates the premises.
4. **RENTAL:** All renters must be interviewed by at least two members of the Board of Directors in person. A copy of the rules and regulations and Condominium Documents consisting of Declaration of Condominium and By-Laws are to be given to the prospective renter 3 days in advance of the interview by the owner. An application must be completed. The Board of Directors require a copy of the Lease Agreement to be kept on file with the Association. Within 20 days of the receipt of such bona fide agreement or memorandum thereof, the Association shall approve or reject the proposed applicant.

No Pets will be permitted for renters, and no less than a 6 month lease will be approved.

5. **TRANSFERS AND LEASE/RENTAL:** It is the owner's responsibility to pass on to new prospective owner and/or tenant, the Declaration of Condominium, By-Laws, and Rules and Regulations prior to applicant coming before the Board for approval.

If documents are not given to new prospective owner and/or tenant, the present owner will be charged \$75.00 to purchase an additional set of said documents. New owner and/or tenant will not be approved without first reading the said documents.

#### **VEHICLES**

1. Parking of automobiles – each house has been assigned one reserved parking space. (This is numbered). Guest spots are not reserved for use by any owner. All guest spots may be used on a first-come first-served basis. Inform your guests that they are to park in GUEST SPOTS only. DO NOT PARK ON THE GRASS; or main thru street of the complex.
2. Bicycles – Storage in back yard only. Do not leave them lying on the sidewalks or parked in the front of your home.
3. No boats, trailers, vans (vans – with written approval from the Board of Directors only) trucks, tractors or commercial vehicles of any kind may be stored, parked or permitted to remain for any purpose or for any length of time at the Colonies. Recreational Vehicles (Campers) may be parked no more than 24 hours for the purpose of loading and unloading.
4. Any automobile or vehicle of any kind that is inoperable, out-of-services or is not moved from Colonies for two consecutive weeks, may not remain at the Colonies. Any automobile or vehicle that remains for more than two weeks may, among other remedies, be towed from the Colonies at the owner's expense, so long as the owner or persons in charge of the automobile or vehicle receives one week's written notice prior to the automobile or vehicle being towed. Major mechanical repairs, such as oil changes, etc., creating noise or unsightliness, are not permitted on the premises at any time.

#### **FISHING**

1. There shall be no fishing in the canal except by specific invitation of an owner in the buildings adjacent to the canal. Further limitations may be imposed if a nuisance complaint is received by the Board of Directors from a homeowner.

#### **PETS**

1. Renters may not keep pets.
2. (Next 2 lines are ILLEGIBLE) ..... of owner's dwelling. No pets are allowed in the Recreation area. Cats are specifically prohibited from being kept out of doors. Any pets found roaming unattended will be picked up by the Rabies Control.
3. Existing pets may not be left chained outdoors without the supervision or care of its owner.
4. Good judgement must be used so as not to allow waste material from existing pets to cause inconvenience to neighbors and otherwise deface the community grounds. These pets must be walked outside of the complex, but NOT BEHIND THE HOUSES THAT BACK UP TO 26<sup>TH</sup> STREET. Use the South side of 26<sup>th</sup> Street for this purpose. YOU are responsible for picking up any droppings from your pet whether it be in your yard or on your way out of the complex! Cats should be sandbox trained.
5. In the event that an existing pet causes damage to shrubbery or property, owner shall be responsible for immediate repair or replacement. If this is not done within a reasonable time, Management will make repairs or replacements and bill the unit owner.
6. The pet's owner is responsible for total control of his or her pet. This will include, but is not limited to, complete leash control when outside and also control of excessive barking both

indoors and outdoors. In the event of complaints from neighbors, the owner will be required to correct the problem immediately.

Exception: The pet rules do not apply to aquarium fishes or one tamed small birds such as a canary or parakeet.

(PEOPLE WHO ALREADY HAVE PETS CAN KEEP THOSE PETS, BUT THE CONDOMINIUM BOARD WILL NOT APPROVE ANY NEW PETS.)

### **GENERAL**

The Colonies is an above-average condominium community, having the potential of continuing as a very neat, attractive and utmost respectable neighborhood. All residents are asked to remember that the Colonies is a Condominium and, therefore, has certain restrictions not entirely compatible with residence in a private home. Certain regulations are necessary, and they were not made to be broken. If all residents will consider that lack of cooperation will accomplish nothing but harm, harm to your home, your neighborhood, your reputation and your investment --- the Colonies then will have a wonderful future.

Please observe the restrictions. If you receive a complaint, try to work it out in a neighborly manner. If you have a complaint or comment, put it in writing and sent it to the Board of Directors.

### **ENFORCEMENT**

In the event any resident does not readily comply with the Declaration of Condominium or any regulation stated herein, he will first receive a neighborly reminder of the problem. If the owner does not comply, or if the situation is allowed to continue, the Directors are prepared to enforce correction of the violation to the fullest extent of its power and the laws governing Condominium rights in the State of Florida. Remember – law suits cost everyone money.