

**THE CHARTER CLUB OF PALM BEACH CONDO ASSN., INC.**  
C/o Century Management Consultants, Inc., 2950 Jog Road, Greenacres, FL 33467  
561-641-1016 ~ www.cmcmmanagement.biz

\*(Please check one) **Application for PURCHASE**  or **LEASE**  of **Address#** \_\_\_\_\_ **Foxtail Dr, Unit #** \_\_\_\_\_

**Desired date of occupancy** \_\_\_\_\_ **Closing Date if purchase:** \_\_\_\_\_

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

**Co-applicant Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

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

**Processing may take up to 30 days ~ Board approval required prior to occupancy and/or closing**

**Two-sided copies will NOT be accepted**

**The following must accompany this application or it will not be processed**

**Applications will not be processed if pages are missing or application is incomplete.**

**Out of State or foreign background checks will incur additional fee**

- No Pets**
- 680 Credit score or higher required to qualify
- A Background Check will be performed. See attached.
- All international background checks will incur a fee based on the Country of origin. The International Background check may exceed the 30-day waiting period.
- APPLICATION PROCESSING FEE: \*NON-REFUNDABLE\* \$150.00 required Per Applicant or legally Married Couple, Check or Money Order Made payable to Charter Club of Palm Beach Additional occupants 18 years of age or older require separate application.**
- For Rent:** Executed Lease Addendum
- Rush applications will incur additional fee
- For Purchase:** Capital Contribution equal to three months maintenance fees required at closing.
- Copy of your Driver's License(s)/Photo I.D./Passport
- Copy of vehicle registration(s), Insurance & Add photo of vehicle front and back including license plate
- Copy of executed signed purchase or lease contract
- Lease Requirement: Owner(s) account must be current and violations corrected. \$500.00 Refundable Common area security deposit to be paid by owner.**
- Expired Lease: continuing leases must be renewed yearly. Processing fee waived on all renewals. After lease expires, parking permit expires and your car may be towed.**

**Please Note: TITLE COMPANY OR CLOSING ATTORNEY MUST REQUEST AN ESTOPPEL at [www.condocerts.com](http://www.condocerts.com) BEFORE CLOSING TO DETERMINE MONIES OWED TO THE ASSOCIATION BY THE OWNER OF THE PROPERTY. IF THIS PROCESS IS NEGLECTED, THE NEW OWNER MAY END UP BEING LIABLE FOR DELINQUENCY. CURRENT OWNER MUST PROVIDE GOVERNING DOCUMENTS TO BUYER OR THEY CAN BE PURCHASED AT [www.condocerts.com](http://www.condocerts.com).**

***A Certificate of Approval, which is required to close and prior to moving in, will be provided to the purchaser or renter after the interview/orientation.***

***If purchasing, you must supply the Management Company with a copy of your Warranty Deed and mailing address after closing. Purchaser is also required to inform the management company of any changes in mailing address.***

Revised 09/2025



**OWNER / TENANT INFORMATION**

CHARTER CLUB ADDRESS: \_\_\_\_\_ Foxtail Dr. UNIT # \_\_\_\_\_ Greenacres, FL. 33415

UNIT OWNER NAME: \_\_\_\_\_ Phone #: \_\_\_\_\_

OWNER E-MAIL ADDRESS: \_\_\_\_\_

MILITARY STATUS: ACTIVE? YES  NO

APPLICANT #1 NAME: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ Phone #: \_\_\_\_\_

TENANT E-MAIL ADDRESS: \_\_\_\_\_

MILITARY STATUS: ACTIVE? YES  NO

APPLICANT #2 NAME: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ Phone #: \_\_\_\_\_

TENANT E-MAIL ADDRESS: \_\_\_\_\_

MILITARY STATUS: ACTIVE? YES  NO

**EMERGENCY CONTACT(S)**

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_ Relationship: \_\_\_\_\_

**Other Persons who will be residing with you:**

\_\_\_\_\_  
Print Name                      Age              Relationship

\_\_\_\_\_  
Print Name                      Age              Relationship

Name of Realtor handling lease: \_\_\_\_\_ Contact Phone #: \_\_\_\_\_

Realtor e-mail address: \_\_\_\_\_

LEASE START DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_              LEASE ENDING DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

Applicant #1: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

Applicant #2: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

FOB (POOL KEY) #: \_\_\_\_\_

PARKING SPOT #: \_\_\_\_\_

**MAINTENANCE AND LEASE PAYMENTS TO ASSOCIATION  
ADDENDUM TO LEASE AGREEMENT BETWEEN OWNER(S) AND TENANT(S)**

Owner/Lessee agrees that the terms of the attached lease are within the requirements of the CHARTER CLUB OF PALM BEACH CONDOMINIUM ASSOCIATION, INC. documents.

MAINTENANCE AND LEASE PAYMENTS TO ASSOCIATION ADDENDUM TO LEASE AGREEMENT BETWEEN OWNER(S) AND TENANT(S) AND OWNER(s)(Tenant(s) are parties to the lease agreement dated 20\_\_ with respect to the leasing of Condominium Unit # \_\_\_\_\_ Located at Foxtail Drive, Greenacres, FL. The parties agree to amend the Contract/Lease to include the following provision as follows:

1. The Charter Club of the Palm Beach Condominium Association shall have the right to terminate the Contract/Lease upon default by Tenant In observing any of the provisions of the Declaration of Condominium, the Articles of Incorporation, the Bylaws, the Rules and Regulations of the Association or any other applicable provisions of any agreement, document or instrument governing the Condominium or administered by the Association.
2. The Association shall have the right to collect all rental payments due to Owner and to apply same against unpaid assessments if, and to the extent that, Owner is in default in the payment of assessments to the Association.
3. In the event of any conflict or ambiguity between this Addendum and the Contract/Lease, this Addendum shall control and supersede the Contract/Lease. Further, the undersigned agree that the Association will have the right and authority to contract the delinquent owner's tenant for purposes of collection of such rental payment pursuant to this addendum and Florida Statutes Chapter 718.

OWNER Signature: \_\_\_\_\_ DATE: \_\_\_\_\_

CO-OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

TENANT Signature: \_\_\_\_\_ DATE: \_\_\_\_\_

CO-TENANT: \_\_\_\_\_ DATE: \_\_\_\_\_

**COMMON AREA DEPOSIT FORM**

Date: \_\_\_\_\_ Building #: \_\_\_\_\_ Unit #: \_\_\_\_\_

OWNERS NAME PRINT: \_\_\_\_\_

OWNERS: \_\_\_\_\_  
Signature

TENANTS NAME PRINT: \_\_\_\_\_

TENANTS: \_\_\_\_\_  
Signature

It is agreed by both the Unit Owner and the Tenant the Common Element Security Deposit of \$500.00 will be held by The Charter Club of Palm Beach Condominium Association, Inc. for any possible damage to the Association property which will be held during the length of the lease. **LANDLORD IS RESPONSIBLE FOR COMMON AREA DEPOSIT.** Neither the Unit Owner nor the tenant will hold the Association liable for any dispute that occurs over said Common Element Deposit. It will be the responsibility of the Unit Owner to notify the Association when tenant is moving out.

OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_  
Signature

CO-OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_  
Signature

TENANT: \_\_\_\_\_ DATE: \_\_\_\_\_  
Signature

CO-TENANT: \_\_\_\_\_ DATE: \_\_\_\_\_  
Signature

**VEHICLE INFORMATION DISCLOSURE**  
**COMMERCIAL VEHICLES PROHIBITED**

By signing below, I/we, \_\_\_\_\_ understand and fully agree not to park any commercial vehicles on the Association property at any time for any reason. I/we further agree that we will display a parking decal on the bottom driver's side rear window. In addition, I/we to park in assigned parking space provided by the Association Manager. The Decal can be obtained at the Community Association Office located in the Community Pool Area. The first Decal is free, the second is \$50.00. A single **Guest Passes for residents can be obtained online by going to the website for Anchor Booting at: [www.anchorbooting.com](http://www.anchorbooting.com)** if a guest is to stay overnight. Guest pass is valid for up to 30 days per calendar year. Decals and guest pass must be paid by check or money order made payable to Charter Club. If for any reason I/we lose, damage, change vehicles or due to unforeseen events the Guest pass or the decal, a fee will be required to replace decal or guest pass. I/we acknowledge that vehicles that do not follow the above rules, are subject to towing or booting at vehicle owner's expense.

**Commercial Vehicle definition/examples:**

- Vans must have side windows and passenger seats.
- No marketing decals, lettering, solicitation signs, phone numbers, or web addresses/websites may be displayed on a vehicle (not even covered signs).
- No pickup trucks longer than 233".
- No pickup trucks known as super duty, extended bed, or larger than ¾ ton pickup, etc.
- No trucks with any debris, tools, or machinery stored in the back of the vehicle at any time, for example: pipes, ladders, building materials in or above the truck.
- Pickup Trucks with tool boxes on the pickup bed are allowed as long as they don't have any signage.

Parking permits must not be altered.

**Vehicles not conforming to the above rules will be towed at owner's expense.**

NAME: \_\_\_\_\_ Owner \_\_\_\_ Renter \_\_\_\_

ADDRESS: \_\_\_\_\_

**VEHICLE TYPE # 1:**      AUTO \_\_\_\_    VAN \_\_\_\_    SUV \_\_\_\_    OTHER \_\_\_\_    PKING S. \_\_\_\_

MAKE: \_\_\_\_\_                      MODEL: \_\_\_\_\_ YEAR: \_\_\_\_\_

COLOR: \_\_\_\_\_                      LICENSE PLATE #: \_\_\_\_\_                      STATE: \_\_\_\_\_

**VEHICLE TYPE # 2:** AUTO \_\_\_\_    VAN \_\_\_\_    SUV \_\_\_\_    OTHER \_\_\_\_    PKING S. \_\_\_\_

MAKE: \_\_\_\_\_                      MODEL: \_\_\_\_\_ YEAR: \_\_\_\_\_

COLOR: \_\_\_\_\_                      LICENSE PLATE #: \_\_\_\_\_                      STATE: \_\_\_\_\_ GUEST P. \_\_\_\_

**The Property Managers office is where you obtain your parking sticker.**

APPLICANT #1: \_\_\_\_\_                      DATE: \_\_\_\_\_

APPLICANT #2: \_\_\_\_\_                      DATE: \_\_\_\_\_

**RULES AND REGULATIONS FROM THE CONDOMINIUM BYLAWS**

**Each applicant must read each item below acknowledging that you are aware of and agree to abide by these restrictions.**

**Sale & Rental**

1. A unit may not be occupied by more than four (4) persons in a two (2) bedroom unit and three (3) persons in a (1) bedroom unit.
2. A unit may not be rented more than twice during any twelve (12) month period. No rental may be less than three (3) month term.
3. A written lease is required for each tenant and must be kept current at the Property Managers Office.
4. A unit owner shall be jointly and severally liable with the tenant for damages done to the Condominium Property or Common Elements.
5. A unit shall be used for residential purposes only.
6. No business, profession, or trade of any type shall be conducted on any portion of the Condominium Property.
7. Upon the sale or transfer of title of any unit, the new owner is responsible to provide Property Manager with a copy of the transfer of Title or Warranty Deed.
8. There is a lien or lien right against each unit owner to secure payment of assessments or other monies coming due for the use, maintenance, upkeep or repair of the Common Elements.
9. Outside cooking is only permitted in the picnic common area. It is unlawful to barbeque on the patio/balconies. (As per Florida Law it is a Fire Hazard).

**Access to Units**

1. The association will retain a pass/access key to all units for emergency purposes. New owners as well as new tenants must supply a current key to the unit to the Property Managers Office.

**Contractors: Construction work and remodeling of unit**

1. All debris must be disposed of in a proper manor and removed from the property by the contractor, including but not limited to hot water heater, a/c unit, windows, concrete demo, carpentry, tiles, bath tub, sinks, toilets, kitchen cabinets etc. No dumping.
2. During this process, common areas must be covered by material to prevent damage to association property. Any damage caused to association property will result in a fine being imposed against the owner.
3. All work performed (requiring a city permit) must be approved by the City of Greenacres, and the permit must be displaced at all times at the front door.
4. Request for Architectural Review ~ Owners, Contractors and residents must submit an ARC approval form request to the Architectural Review Board before any construction work begins in a unit. A \$500 construction deposit is required and will be returned after completion of the project. ARC forms can be found on the Charter Club Website, and can be submitted by email to [james@cmcmangement.biz](mailto:james@cmcmangement.biz) or in person at the Charter Club Office, 200 Foxtail Dr., Greenacres, FL 33415.

Applicant # 1: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant # 2: \_\_\_\_\_ Date: \_\_\_\_\_

## RULES AND REGULATIONS FROM THE CONDOMINIUM BYLAWS

### Parking

1. Each unit shall have one (1) assigned parking space.
2. All vehicles in the parking area must have a current license plate at all times.
3. All vehicles must park "**head in parking only**". If vehicle is backed in your vehicle will be immediately towed at owner's expense.
4. All guest parking spaces are on a first come first serve basis.
5. All vehicles that park on the Association Property at any time must display a parking pass. **There is a maximum of 2 permanent parking decals allowed per unit.**
6. **Guest Passes for residents can be obtained online by going to the website for Anchor Booting at: [www.anchorbooting.com](http://www.anchorbooting.com).** In the event a guest pass is used on any one vehicle for more than **thirty (30) days in a calendar year**, the Association will presume the guest is an occupant of the unit. They will no longer be provided with guest parking privileges and be required to comply with the screening process.
7. No maintenance or repairs to motor vehicles shall be made at any time on Condominium Property.
8. Vehicles referring to as working commercial vehicles are not allowed on the Association property at any time unless they are providing a service during regular business hours.
9. No lettering is permitted on vehicles.
10. No business vehicles are allowed.
11. Any non-working vehicle must be removed from the property within twelve (12) hours.
12. Assigned parking spaces are for the sole use of the unit it is assigned to. Please instruct all guests they are to use the guest parking spaces only.
13. Future tenants/owners awaiting screening will not be issued a temporary pass.
14. **No car washing** permitted on association property at any time. If the assigned parking space is used for other than parking, a violation may be imposed.
15. **PARK HEAD-IN ONLY.** Backing into parking spaces is not permitted.
16. Vehicles that fail to abide by the parking rules and regulations are subject to towing and/or booting at the owner's expense along with administrative charges of \$25.00 incurred by the Association as a result of a towing and/or booting event.

**Vehicles that fail to abide by the parking rules and regulations are subject to towing at the owner's expense.**

### Lawful use of Units/Unlawful use

1. No immoral, improper, offensive or unlawful use shall be made on any Charter Club Condominium Property.
2. **Sale and/or use of illegal drugs are not permitted on the Condominium property.** Immediate steps will be taken for removal of persons engaged in such activity from the Charter Club property as well as steps for their immediate prosecution.

Applicant # 1: \_\_\_\_\_

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

Applicant # 2: \_\_\_\_\_

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

## **RULES AND REGULATIONS FROM THE CONDOMINIUM BYLAWS**

### **Balconies and Patios**

1. All balconies and patios must be kept clear of debris, personal items, toys, bikes, exercise equipment, indoor furniture, cabinets, boxes, clothes, towels etc.
2. No garbage cans, supplies, or other articles, including but not limited to, flags and banners, shall be placed on the balconies or common elements.
3. No linens, cloths, clothing, curtains, rugs, mops or laundry of any kind, or any articles are to be hung or shaken from the balconies and patios, windows, doors or stairways.
4. No person shall allow anything whatsoever to fall from the balcony and patio, windows or doors of the premises.
5. Following are the only items allowed on balconies and patio:
  - a. Outdoor patio furniture and/ **Standing** lamps.
  - b. Plants and flowers.
6. Roll down shades are permitted to shield from the sun. Shades must cover the entire open area and be wide enough that no seams are visible. They must be in a neutral color such as; natural, beige, almond, brown and white.
7. No lattices are permitted.
8. No sign, advertisement, notice or other lettering shall be exhibited from Windows, Balconies or patios.
9. Grills are not permitted (Florida Law).
10. All screens and aluminum shall be kept in good condition.

### **Windows & Doors**

11. Window coverings must be a neutral in color and hung in such a manner as not to be unsightly from the outside of the unit. You must have verticals or horizontal blinds.
12. All window coverings must be kept in well cared for appearance. Not partially falling off the window
13. No signs, advertisement, notice or other lettering shall be exhibited from the windows and or doors.
14. No foil or other material shall be used to cover any windows and/or doors.
15. All window screens shall be kept in good condition and replaced if missing, bent or damaged.
16. All windows shall be kept clean.

### **Outside Cooking and Picnics**

1. Outside cooking is only permitted in the picnic common area. (Florida law) It is unlawful to barbeque on the patio/balconies. (Fire Hazard)
2. Residents are responsible to clean and pick up after using and common areas.

Applicant # 1: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant # 2: \_\_\_\_\_ Date: \_\_\_\_\_

**Pool Rules**

1. No children under the age of 18 are permitted in the pool area without an adult.
2. Smoking/vaping is allowed only in the designated area. Cigarette and cigar butts must be placed in receptacles provided.
3. All bathers must shower before entering pool as well as after the application of suntan oil or lotion.
4. There shall be no running, jumping boisterous conduct in and around the pool.
5. Beach balls, diving equipment, floats air mattresses or similar devices of any kind are forbidden in the pool except for safety floatation devices for infants and small children. Donuts are not considered safety equipment; noodles may be used in the pool.
6. All infants with diapers must wear swimmers.
7. No food or glass containers of any kind are allowed in the pool area.
8. No bikes, skateboards, or similar devices are allowed beyond the pool fence area.
9. No beverages are allowed in the pool area.
10. NO ANIMALS ALLOWED INSIDE THE POOL FENCE AREA.
11. NO towels or other articles are allowed to be hung on the fence.
12. There is no reserving of chairs, tables or lounges.
13. Proper swimwear is required to enter the swim area. Cut-off jeans are not allowed for swimming.
14. All unit owners/tenants are responsible to advise their guest of the pool rules.
15. No diving or jumping into the pool.
16. No parties are allowed at the pool at any time.
17. **NO RESIDENT** is allowed to grant access to a person without a pool key to the pool area, unless it is a member of your party.
18. Violators of any of the above Pool Rules will have the pool key deactivated for 30 days for the first offense, 60 days for the 2<sup>nd</sup> offense, and 90 days for the 3<sup>rd</sup> offense.

**All persons using the pool area do so at their own risk. The Charter Club of Palm Beach Condominium Association Inc., is not responsible for accidents or injuries. The association reserves the right to deny use of the pool and spa to anyone at any time that fails to abide by the rules and regulations of the pool area.**

Applicant # 1: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant # 2: \_\_\_\_\_ Date: \_\_\_\_\_

**MOVING IN AND OUT RULES**

1. Must notify Property Manager of moving in/out date.
2. Move in times are between 8am through 8pm Monday through Sunday.
3. Backing in a moving truck or any other vehicle into building entrances is prohibited, you will be charged for damage to common elements if not adhered to.
4. Moving truck cannot be on property after 8pm unless Property Manager issues a temporary parking pass. Vehicle cannot be backed in or it will be towed at owner's expense.
5. The stairs and hallways must be covered to protect from damage. Do not damage railings or walls. Any damages will be charged as a violation to the unit owner.
6. Personal property cannot be disposed of in and around dumpsters or left anywhere on condominium property. Large boxes must be broken down and placed in the proper receptacles.

- Florida Power and Light                      561-697-8000
- Water-Palm Beach County                      561-740-4600
- Garbage    561-471-6110
- Anchor booting                                      561-729-4553
- Managers Office                                      561-641-0730
- Management Company (CMC) Office              561-641-1016
- Comcast    800-266-2278

Basic cable is paid for by the association but you must apply and open an account in your name

**ATTENTION TO OWNERS AND TENANTS:**

- Do not forget to get your **Mailbox Key & Mail Box Number from the landlord or previous owner.** If you do not you will need to go to the contact a locksmith and possibly the Greenacres Post Office to make arrangements (\$) for them to put a new lock on your mailbox at your own expense. **The Community Association Manager does not provide this information.**
- You also need to stop by the Property Managers Office to pick up your parking pass before you move in. If you do not you will need the booting company's number above

**I agree to follow the rules and regulations to move in or out of the unit.**

Applicant # 1: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant # 2: \_\_\_\_\_ Date: \_\_\_\_\_

**THE CHARTER CLUB OF PALM BEACH CONDOMINIUM ASSOCIATION, INC.**

**UNIFORM LEASE ADDENDUM**

This ADDENDUM (the "Addendum") to that certain Lease dated \_\_\_\_\_, 20\_\_\_\_ (the "Agreement") by and between \_\_\_\_\_ ("Lessor"); ("Lessee"), and THE CHARTER CLUB OF PALM BEACH CONDOMINIUM ASSOCIATION, INC. (the "Association") is made and entered into by the aforementioned parties as of this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

WITNESSETH:

WHEREAS, the parties have heretofore executed the Lease: and

WHEREAS, the parties desire to add to the provisions of the Lease as hereinafter set forth:

NOW, THEREFORE, in consideration of the sum of ten dollars (10.00) the mutual covenants herein exchanged, and other good and valuable consideration the sufficiency of which is hereby acknowledged, the parties do hereby recite and agree as follows:

1. Recitals. The statements contained in the recitals of fact set forth above are true and correct, and are, by this reference, made a part of this Addendum.

2. Lessee hereby acknowledges that the leased premises are subject to the covenants, conditions, restrictions, rules and regulations, and application requirements of the Association. Lessee hereby agrees to comply with and abide by all of the provisions of the Declaration of Condominium together with any and all amendments thereto, the Bylaws of the Association, the Rules and Regulations, and application procedures (collectively hereinafter referred to as the "Community Documents") provided, further, the Lessee acknowledges that the Community Documents are applicable and enforceable against any person occupying a leased premises to the same extent as against an owner, and a covenant shall exist upon the part of each such Lessee or occupant to abide by the Rules and Regulations of the Association, the terms and provisions of the Declaration and the Bylaws. Notwithstanding anything to the contrary, nothing contained herein shall interfere with nor supersede those certain rights, remedies, and obligations as set forth in Florida Statutes 718, et. seq.

3. Association as Lessor's Attorney-in-Fact. In order to facilitate the Association's duty to maintain a community of congenial residents and occupants of the units and to protect the value of the units and property of the Association and the owners as a whole and further continuous harmonious development of the community, the Lessor constitutes and appoints the Association as its true and lawful attorney-in-fact with the full power of substitution to: (1) evict Lessee for any violation of the Community Documents and/or a breach of the terms of this Addendum; (2) to employ such attorneys, agents, or professionals as shall be required for such purposes; (3) to collect, settle or compromise all outstanding payments due from Lessee in connection with the leased premises; (4) to prosecute and defend all actions or proceedings in connection with the leased premises and the eviction of the Lessee; and (5) to do every act with Lessor might do in its own behalf to fulfill its obligations under the Community Documents and

bestowed by Florida's statutes. Lessor and Lessee hereby agree and acknowledge that this power of attorney, which shall be deemed a power coupled with an interest, cannot be revoked.

4. Upon proper demand by the Association in accordance with Florida's Condominium Act, Fla. Stat. §718, et. seq. due to an unpaid monetary obligation of Lessor to the Association, Lessee agrees to pay all monthly/quarterly assessments including special assessments directly to the Association and such check shall be made payable to the Association. Any additional amounts which become due and owing during the tenancy such as late fees, fines for violations, attorneys fees, or other such monies due and owing to the Association shall be billable to Lessee and shall be paid to Association within ten (10) days of receipt of notice of same. Should any check be returned for insufficient funds, the Association shall have the right to demand Lessee deliver all future payments in the form of a cashier's check or certified funds and shall reimburse the Association for any bank charges related to such returned check.

0. The Association shall have direct and immediate right to evict any and all Lessees due to non-payment by Lessor and/or Lessee of any amounts due the Association including without limitation assessments, fines for violations, application fees, or other such amounts due from Lessor and/or Lessee to Association. In addition to the assessment payment obligation referenced herein, the Association shall have the right to demand Lessee make any and all rental payments directly to Association in the event of Lessor's non-payment of any amounts due the Association including without limitation assessments, fines for violations, application fees, or other such amounts due from Lessor to Association. The Association shall have the right to fine Lessee directly for violations of the Declaration. The Association shall have the right to require Lessee to place an additional security deposit directly with Association prior to Lessee's occupancy, in amounts reasonably determined by Association which may be used by Association to reimburse Association for non-payment of any amounts due the Association including without limitation assessments, fines for violations, or other such amounts due from Lessor or Lessee to Association.

5. Injunctive Relief. Lessee and Lessor agree that money damages would not be sufficient remedy for any breach of the Lease or violation of the Community Documents and that, in addition to all other remedies, the Association shall be entitled to injunctive or other equitable relief as a remedy for any such violation of the Community Documents. The Lessor agrees to assign to the Association any and all of its rights which the Association may deem necessary to obtain such injunctive relief upon written demand by the Association, and the Lessee hereby agrees to consent to such assignment. Lessor hereby agrees that in the event that it shall become necessary for the Association to cause the Lessee to be removed from the leased premises by initiating an action for injunctive relief against the Lessor, the Lessor shall be responsible for all costs, charges and expenses of the Association in connection with such action, which shall be added to and become part of the assessment (as that term is defined in the Declaration) against that Lessor's home secured by a lien upon the property.

6. Lessor and Lessee shall be jointly and severally liable for all of Association's attorneys fees and costs related to the enforcement of this Addendum and/or the Lease. Should the Association be forced to institute action herein, venue shall be laid in a court of competent jurisdiction in Palm Beach County, Florida.

[signatures on following page]

IN WITNESS WHEREOF, the parties have executed this Lease on the day and year first above written.

**“Lessor”**

**“Association”**

By: \_\_\_\_\_  
Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Dated: \_\_\_\_\_

\_\_\_\_\_  
Print Name – Lessor

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Print Name - Witness

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Print Name - Witness

**“Lessee”**

By: \_\_\_\_\_  
Dated: \_\_\_\_\_

\_\_\_\_\_  
Print Name - Lessee

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Print Name – Witness

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Print Name – Witness

**TO BE FILLED OUT BY APPLICANT(S)**  
**(Please type information or print clearly)**  
**FOR CMC OFFICE USE ONLY**

*All Questions must be answered - write N/A if not applicable*

This is a Purchase                      or                       This is a Rental

**Association:** \_\_\_\_\_

**If Purchase, projected closing date:** \_\_\_\_\_

**If Rental, Lease Term from** \_\_\_\_\_ **to** \_\_\_\_\_

**Address of Unit:** \_\_\_\_\_

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

**Co-Applicant Name:** \_\_\_\_\_

**If purchase, will you live on property:**

full time  or part time  or not at all  *(if part time resident-must inform CMC when you will be in residence at the association or away at your alternate address, each time, and any changes of alternate address must be reported to CMC)*

**Alternate mailing address:**

\_\_\_\_\_  
\_\_\_\_\_

**Phone #** \_\_\_\_\_ **Phone #** \_\_\_\_\_

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

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

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**This form should be given to the property manager with the application and a copy retained at front desk to be submitted to A/R with Warranty Deed when received.**

**THE CHARTER CLUB OF PALM BEACH CONDO ASSOCIATION, INC.**  
**C/o CENTURY MANAGEMENT CONSULTANTS, INC.**  
2950 JOG ROAD, GREENACRES, FL 33467  
561-641-1016 PHONE ~ 561-641-9118 FAX  
[INFO@CMCMANAGEMENT.BIZ](mailto:INFO@CMCMANAGEMENT.BIZ)

**ACKNOWLEDGEMENT AND AUTHORIZATION FOR BACKGROUND CHECK**

I acknowledge receipt of the separate documents entitled "DISCLOSURE REGARDING BACKGROUND INVESTIGATION AND A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT", and certify that I have read and understand both of these documents. I/we hereby authorize the obtaining of "consumer reports" including but not limited to credit, eviction and criminal backgrounds. To this end, I/we hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer or insurance company to furnish any and all background information requested by Background Screeners of America, 9333 Melvin Ave., Northridge, CA 91324; 866-570-4949; [www.backgroundscreenersofamerica.com](http://www.backgroundscreenersofamerica.com) and/or Employer, Homeowner Association, Condominium Association or Cooperative Association. I further agree that a facsimile (fax), electronic or photographic copy of this Authorization shall be as valid as the original, and will hold harmless CMC Management, their employees, agents and/or affiliates, i.e., HOAs etc., and Background Screeners of America, their employees or agents and other organizations that provide information, from any and all liabilities arising out of the use of such information in connection with Background Screeners of America.

**BACKGROUND INFORMATION – to be completed by all applicants 18 years of age or older. Unmarried co-applicants must fill out separate Acknowledgement/background information form.**

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Other Name (Alias) \_\_\_\_\_

Social Security # \_\_\_\_\_ Date of Birth \_\_\_\_\_

Driver's License # \_\_\_\_\_ State issued: \_\_\_\_\_

Present Address: \_\_\_\_\_ City \_\_\_\_\_

State: \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone: \_\_\_\_\_

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SPOUSE:**

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Other Name (Alias) \_\_\_\_\_

Social Security # \_\_\_\_\_ Date of Birth \_\_\_\_\_

Driver's License # \_\_\_\_\_ State issued: \_\_\_\_\_

Present Address: \_\_\_\_\_ City \_\_\_\_\_

State: \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone: \_\_\_\_\_

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Para informacion en español, visite [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore) o escribe a la Consumer Financial Protection Bureau, 1700 G Street N W, Washington, DC 20552.*

## **A Summary of Your Rights Under the Fair Credit Reporting Act**

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore) or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment — or to take another adverse action against you — must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your "file disclosure"). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
  - a person has taken adverse action against you because of information in your credit report;
  - you are the victim of identity theft and place a fraud alert in your file;
  - your file contains inaccurate information as a result of fraud;
  - you are on public assistance;
  - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore) for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore) for an explanation of dispute procedures.

- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete, or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need -- usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore).
- **You may limit "prescreened" offers of credit and insurance you get based on information in your credit report.** Unsolicited "prescreened" offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore).

**States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:**

TYPE OF BUSINESS:	CONTACT:
1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates	a. Consumer Financial Protection Bureau 1700 G Street, N.W. Washington, DC 20552
b. Such affiliates that are not banks, savings associations, or credit unions also should list,	. Federal Trade Commission: Consumer Response Center — FCRA

in addition to the CFPB:	Washington, DC 20580 (877) 382-4357
2. To the extent not included in item 1 above:	
a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks	a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050
b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act	b. Federal Reserve Consumer Help Center P.O. Box. 1200 Minneapolis, MN 55480
c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations	c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106
d. Federal Credit Unions	d. National Credit Union Administration Office of Consumer Protection (OCP) Division of Consumer Compliance and Outreach (DCCO) 1775 Duke Street Alexandria, VA 22314
3. Air carriers	Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, S.E. Washington, DC 20590
4. Creditors Subject to the Surface Transportation Board	Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, S.W. Washington, DC 20423
5. Creditors Subject to the Packers and Stockyards Act, 1921	Nearest Packers and Stockyards Administration area supervisor
6. Small Business Investment Companies	Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, S.W., 8 <sup>th</sup> Floor Washington, DC 20416
7. Brokers and Dealers	Securities and Exchange Commission 100 F Street, N.E.

	Washington, DC 20549
8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations	Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090
9. Retailers, Finance Companies, and All Other Creditors Not Listed Above	FTC Regional Office for region in which the creditor operates or Federal Trade Commission: Consumer Response Center — FCRA Washington, DC 20580 (877) 382-4357