



19520 Heritage Oak Boulevard
Port Charlotte, FL 33948

Sale or Transfer Application

(To be filed in by prospective purchaser or transferee)

Date: _____ Application Fee: \$75 *U.S. Per Applicant Make checks payable to: HOPCA
\$100 *International Per Applicant Mail to: Community Manager
(*Nonrefundable) At above address

This application is for the Heritage Oak Park Community Association (HOPCA) Board approval for sale/transfer of:

Address: _____ Unit _____

Scheduled closing date: _____ Title Co: _____

Real Estate Agent: _____ Agent's Phone: _____

1. Present Owner:

Name: _____

Address: _____

2. Prospective Owner(s):

Name of prospective owner: _____

Date of Birth: _____

Social Security Number of prospective owner(s) (**Required**): _____

Current address of prospective owner(s):

Current telephone number of prospective owner(s): _____

Email address (if any) of primary prospective owner: _____

Name of second prospective owner (if different than primary): _____

Date of Birth: _____

Social Security Number of second prospective owner (**Required**): _____

Current Address of second prospective owner:

Current telephone number of second prospective owner: _____

Email address (if any) of secondary prospective owner: _____

(Attach further information if there are additional occupants over the age of 18)

3. Alternate address if applicant is not going to be a permanent resident :

4. Vehicles (list all vehicles which will be kept at the unit):

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Tag/License Plate #</u>
_____	_____	_____	_____
_____	_____	_____	_____

5. Pets: Please review the HOPCA Pet Policy that may be obtained at the office and on the website.

State number of each type of pet that will be residing at the unit (note: no more than one dog and one cat in villa and carriage home areas; no more than one dog or one cat in condos). Attach photo of pet(s).

Breed: _____ Weight: _____

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6. References (Please provide three references):

1. Name: _____

Address: _____

Telephone Number: _____

2. Name: _____

Address: _____

Telephone Number: _____

3. Name: _____

Address: _____

Telephone Number: _____

7. Criminal History:

Has any prospective owner or occupant ever been convicted of a felony? If yes, state the nature of each offense, the date(s) of conviction, docket number and name address and telephone number of the clerk of court in which each conviction was entered.

8. Purpose of Purchase: _____

By signing below the prospective Owner(s) certify(s) the accuracy, truth and veracity of all statements herein made by the Owner(s). The prospective Owner(s) further certify(s) that he or she has received a copy and has read the Governing Documents of the Heritage Oak Park Community Association and the Declarations of Restrictions of the Neighborhood or Declaration of Condominium of the Association, understands them, and agrees to abide by them and be bound by each and every provision thereof and any amendments thereto. The

prospective Owner(s) understand(s) and agrees that no portion of the Parcel or Community property may be used for commercial or business purposes, sublet, or may be leased for less than three consecutive months or more than twice per year.

9. Occupant History:

The prospective Owner(s) understand(s) that by signing below, the prospective Owner(s) authorize(s) the Heritage Oak Park Community Association or its Agent to conduct a background investigation of the information provided in this application which may include credit checks, criminal history and employment history. The Board or its Agent may, in its discretion, make further investigation and may require references from the proposed Owner(s).

The prospective Owner(s) and the current Owner(s) agree and understand that the approval process is governed by Article 11.14 of the Heritage Oak Park Community Association Declaration of Covenants and that any material misstatements, misrepresentations or omissions made in this application are grounds for its disapproval.

Signature of Prospective Owner

Signature of Prospective Owner

Print name

Print name

Signature of Current Owner

Signature of Current Owner

Print name

Print name

Address of Heritage Oak Park property: _____

APPROVED:

Signature

Date

Print name

Complete the application and return it with your check to:

HOPCA Community Manager
Heritage Oak Park Community Association
19520 Heritage Boulevard
Port Charlotte, FL 33948