



**NEWCASTLE CONDOMINIUM ASSOCIATION, INC.**

Revised April, 2020

**\*\*NOTE\*\*:** IN ACCORDANCE WITH THE GOVERNING DOCUMENTS OF THE ASSOCIATION, THIS FORM AND ALL REQUIRED ENCLOSURES MUST BE SUBMITTED TO VESTA PROPERTY SERVICES THIRTY (30) DAYS PRIOR TO OCCUPANCY (SECTION 14). APPRQYAL MUST BE RECEIVED PRIORTO occupancy.

APPLICATION FOR APPRQYAL OF PURCHASE

Please Print Clearly or Type

*(Please complete entire application. An incomplete application will cause delays in processing.)*

Seller/ Owner of Record \_\_\_\_\_ Unit # \_\_\_\_\_ Bldg# \_\_\_\_\_

Closing Date: \_\_\_\_\_ Date of New Owner Occupancy: \_\_\_\_\_

THE UNDERSIGNED HEREBY MAKES APPLICATION FOR OWNERSHIP IN NEWCASTLE CONDOMINIUM ASSOCIATION, INC. IN ACCORDANCE WITH THE DECLARATION OF CONDOMINIUM, THE PURCHASER(S) represent that the following information is true and correct. By submitting this application, I consent to the Association performing a criminal background check and a credit check. I also consent to attending an in-person interview if I am seeking to reside in Newcastle for the first time. **Interviews are conducted on the first and third Monday of the month starting 5 p.m.** I understand that my application may be denied by the Association based upon information obtained from my background checks and/or in-person interview.

**A) Purchasers/Persons taking title to unit:**

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Soc Sec# \_\_\_\_\_

Present Address \_\_\_\_\_

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Soc Sec # \_\_\_\_\_

Phone No. \_\_\_\_\_ E-mail address \_\_\_\_\_

All other occupants (Please supply dates of birth, present address and social security numbers for **all occupants 18 years of age or older**): (Tenants not included--separate application process required for tenants)

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Present Address \_\_\_\_\_

Date of Birth \_\_\_\_\_ Soc Sec# \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Present Address \_\_\_\_\_

Date of Birth \_\_\_\_\_ Soc Sec# \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Present Address \_\_\_\_\_

Date of Birth \_\_\_\_\_ Soc Sec# \_\_\_\_\_



If unit to be part-time residence or rental, please complete below as to who & where all correspondence dealing with this association is to go:

Name \_\_\_\_\_ .Addr \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Cell/Bus \_\_\_\_\_ Email \_\_\_\_\_

NOTE: If purchasers are not legally married, this page (Items B thro' H) is to be duplicated & completed by each purchaser. Purchaser completing this page is \_\_\_\_\_

B) Present Address \_\_\_\_\_ Phone# \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_ Landlord/Mtg CO \_\_\_\_\_ Phone # \_\_\_\_\_

C) Auto: Make/Model \_\_\_\_\_ Color \_\_\_\_\_ Yr \_\_\_\_\_ Lic# \_\_\_\_\_ St \_\_\_\_\_ Auto: Make/Model \_\_\_\_\_ Color \_\_\_\_\_ Yr \_\_\_\_\_ Lic# \_\_\_\_\_ St \_\_\_\_\_  
Auto: Make/Model \_\_\_\_\_ Color \_\_\_\_\_ Yr \_\_\_\_\_ Lic# \_\_\_\_\_ St \_\_\_\_\_ Auto: Make/Model \_\_\_\_\_ Color \_\_\_\_\_ Yr \_\_\_\_\_ Lic# \_\_\_\_\_ St \_\_\_\_\_

**\*Copy of current registration is required for all vehicles listed\***  
**(If auto unknown or rental, please indicate above)**

D) Pets: Type \_\_\_\_\_ Breed \_\_\_\_\_ Name \_\_\_\_\_ Color \_\_\_\_\_ Weight \_\_\_\_\_

**NOTE: Only one small domestic pet, less than 40 pounds is allowed. (If no pets, write "None" above)**

E) Employer (Applicant #1) \_\_\_\_\_ Phone # \_\_\_\_\_  
How Long? \_\_\_\_\_ Dept./Position \_\_\_\_\_ Address \_\_\_\_\_

Employer (Applicant # 2) \_\_\_\_\_ Phone # \_\_\_\_\_  
How Long? \_\_\_\_\_ Dept./Position \_\_\_\_\_ Address \_\_\_\_\_

**(If retired, enter former business or profession above)**

F) Bank Reference \_\_\_\_\_ Phone # \_\_\_\_\_  
Address \_\_\_\_\_ How Long? \_\_\_\_\_

Bank Reference \_\_\_\_\_ Phone # \_\_\_\_\_  
Address \_\_\_\_\_ How Long? \_\_\_\_\_

\_\_\_\_\_



NOTE: Occupancy restricted to 1 family - no more than 2 persons per bedroom, plus 2, including Children.

I/we are purchasing this unit with the intention to [Circle applicable choice]:

- (1) Reside here on a full-time basis; (2) Reside here on a part-time basis; (3) Lease the unit

I) Character References (family members & Realtor to this transaction not to be included): Name\_ Home Phone # \_\_\_\_\_ Bus Phone # \_\_\_\_\_ Address \_\_\_\_\_  
Name \_\_\_\_\_ Home Phone # \_\_\_\_\_ Bus Phone # \_\_\_\_\_ Address \_\_\_\_\_  
Name \_\_\_\_\_ Home Phone # \_\_\_\_\_ Bus Phone # \_\_\_\_\_ Address \_\_\_\_\_

J) In case of an Emergency Contact:

Name \_\_\_\_\_ Phone # \_\_\_\_\_

I/We request approval to purchase the aforementioned condominium unit. I/We hereby state that the Seller has made available to me all Condominium Association documents, including all Rules and Regulations as they pertain to the above unit and to the community, and that I/we have read them and agree to be bound and abide by them. I **also understand that I am to obtain a key to the pool area from the Seller of this unit.**

I/We also agree and acknowledge that, should my application to purchase be approved, that I will be required to pay a \$500.00 reserve contribution at the closing of my purchase (see section 6.4, Newcastle Condominium Bylaws).

**It is the responsibility of the applicant(s), realtor, or the closing agent to notify Berkshire Lakes Master Association of the pending purchase-Phone: 239-353-7633.**

**SIGNATURE OF APPLICANT(S)** \_\_\_\_\_ **DATE** \_\_\_\_\_  
**SIGNATURE OF APPLICANT(S)** \_\_\_\_\_ **DATE** \_\_\_\_\_  
Name of Real Estate Agent & Agency \_\_\_\_\_ Phone \_\_\_\_\_  
Closing Attorney/Title Co. \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_ Fax # \_\_\_\_\_

\_\_\_\_\_



27180 Bay Landing Drive, Suite 4  
Bonita Springs, FL 34135  
239-947-4552, f 239-495-1.518  
[PGabart@vestapropertyservices.com](mailto:PGabart@vestapropertyservices.com)

[www.VestaPropertyServices.com/sw](http://www.VestaPropertyServices.com/sw)

If this application is not legible or is not completely and accurately filled out, the Association will not be liable or responsible for any inaccurate information in the investigation caused by such omissions or illegibility.

The following items MUST be included at the time the application is submitted to Vesta Property Services.

- \_\_\_\_\_ \$100.00 NON-REFUNDABLE APPLICATION FEE AND \$40.00 PER PERSON FOR CREDIT AND BACKGROUND CHECK MADE PAYABLE TO "NEWCASTLE CONDOMINIUM ASSOCIATION"
- \_\_\_\_\_ FULLY COMPLETED APPLICATION
- \_\_\_\_\_ COPY OF SIGNED SALES CONTRACT
- \_\_\_\_\_ COPY OF DRIVERS LICENSE

Vesta Property Services 27180  
Bay Landing Drive, Suite 4  
Bonita Springs, FL 34135

ACTION OF BOARD OF DIRECTORS		
APPROVE _____	DISAPPROVED _____	DATE OF DECISION _____
BY: _____ or _____		
Association President/Secretary	Manager as Assistant Secretary	

\_\_\_\_\_

NEWCASTLE CONDOMINIUM ASSOCIATION, INC.

COMPLIANCE AGREEMENT

NAMES OF RESIDENTS (please print the names of all owners, tenants and family members over the age of 18 who will occupy the unit):

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

UNIT NUMBER & ADDRESS: \_\_\_\_\_ in **Newcastle Condominium Association, Inc.**

By signing this Compliance Agreement and taking occupancy in the above-described unit in Newcastle Condominium, I HEREBY ACKNOWLEDGE AND AGREE that I have received a complete copy of the Rules and Regulations for the Newcastle Condominium Association, that I have reviewed the Rules in their entirety, that I understand the restrictions and obligations contained in the Rules and that I agree to abide by the Rules for as long as I reside in the unit.

I further ACKNOWLEDGE AND AGREE that the Newcastle Condominium Association, Inc. has the right to impose fines and suspensions if I fail to abide by the Rules and the right to seek an eviction or injunctive relief under legal proceedings if I continue to violate the Rules after a written warning from the Association. I understand and agree that the Association's Board of Directors has the right to determine if a violation has occurred, in its sole discretion.

DATED: \_\_\_\_\_ 20\_\_.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_