



CARRINGTON @ STONEBRIDGE CONDOMINIUM ASSOCIATION, INC.

APPLICATION FOR APPROVAL TO PURCHASE A CONDOMINIUM UNIT

Unit # _____ Unit owner: _____

[] I (We) hereby apply for approval to purchase the above unit and for membership in the Condominium Association. **A copy of the proposed Sales contract is attached.**

_____ **PLEASE INITIAL HERE: Tenants cannot have pets in units within Carrington at Stonebridge.**

_____ **PLEASE INITIAL HERE:** In order to facilitate consideration of this application, I (we) represent that the following information is true and correct and agree that any misrepresentation of the facts in this application will justify it's automatic rejection. **I (we) consent to your further inquiry concerning this application particularly of the references give below, including a background check.**

There is a \$150.00 non-refundable application fee made payable to Carrington at Stonebridge Condominium Association. This includes background check (U.S, background check, other countries may require an additional background fee) and a credit check for each person 18 years of age or older listed on any application.

Carrington at Stonebridge ("Carrington") may be required, in its sole discretion, to consult with an attorney as a result of issues raised by your application. In that event, you agree to pay all attorneys' fees and costs incurred by Carrington in connection with your application, regardless of whether your application is approved or not.

Copy of Drivers License required for each person 18 years of age or older listed on any application.

Full Name of Applicant _____ Date of Birth _____ SS #* _____

Full Name of Applicant _____ Date of Birth _____ SS #* _____

*or country of applicant's equivalent

Current Address & Phone # _____

Email Address _____

Place of Business _____

Business Address _____

Position Occupied _____

The condominium documents for the above unit restrict occupancy to two (2) persons per bedroom and to be used for residential use only. Please state the name, relationship, birthdate, and social security number for all persons who will be occupying the apartment unit.

NAME	RELATIONSHIP	BIRTHDATE	SOCIAL SECURITY #*
_____	_____	_____	_____
_____	_____	_____	_____

*or country of applicant's equivalent

THIS IS A MANDATORY FORM TO BE USED UNDER LESSOR-LESSEE / SALES CONDITIONS. IN EITHER EVENT, IT MUST BE APPROVED OR DISAPPROVED BY THE CONDOMINIUM BOARD OF DIRECTORS.

1. List three (3) personal references (local if possible)

2. Bank References:

Name of Bank	Address	Phone	Person to contact
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3. Prior Home Address _____

4. Name, address, and phone of person to be notified in case of emergency

5. Make and Model of car (s) Year Color Tag Number

_____	_____	_____	_____
_____	_____	_____	_____

If you intend to lease your unit, please note and initial the following:

6. _____ I understand that leases shall be for a term no less than thirty (30) days, and no unit may be rented more than four (4) times in any calendar year.
7. _____ I understand that **NO PETS OF ANY KIND ARE PERMITTED IN LEASED UNITS.**
8. _____ I understand that Vehicles shall be parked only in the carports or undesignated parking spaces serving the units. Parking of cars on the street is not allowed at any time.
9. _____ I (We) am (are) aware of and agree to abide by the Declaration of Condominium, Articles of Incorporation, Bylaws, and any and all promulgated Rules and Regulations in effect during the term of my (our) occupancy (lease).
10. _____ I (We) understand and agree that the association is authorized to act with full power and authority to take whatever action may be required, including eviction, to prevent violations of provisions to the Declaration of Condominium, the association's Bylaws, the Florida Condominium Act, or the Rules and Regulations of the association.

11. _____ I understand that if a residential property is leased out for periods of 6 months or less, I am required to Collect and remit Florida sales tax on the amount of rental income collected. Although the sales tax is imposed on the tenant, the property owner is ultimately responsible for the collection and remittance of the tax to the Florida Department of Revenue.

Signatures:

Applicant Date

Applicant Date

Applicant Date

Applicant Date

****** IMPORTANT: THIS APPLICATION ALONG WITH THE PROCESSING FEE AND A COPY OF THE SALES CONTRACT IS TO BE MAILED TO SANDCASTLE COMMUNITY MANAGEMENT AT THE ADDRESS BELOW******

Sandcastle Community Management
9150 Galleria Court, Suite 201 Naples, FL 34109
ATTN: Luisa Porras (LuisaP@sandcastlecm.com) 239.596.7200

DISCLOSURE AND AUTHORIZATION AGREEMENT
REGARDING CONSUMER REPORTS

DISCLOSURE

The undersigned acknowledges that a consumer report and/or investigative consumer report including information concerning your character, employment history, general reputation, personal characteristics, criminal record, education, qualifications, motor vehicle record, mode of living, credit and/or indebtedness may be obtained in connection with your application for residence.

AUTHORIZATION

The undersigned acknowledges that they are authorizing and requesting, without any reservation, any present or former employer, school, police department, financial institution, division of motor vehicles, consumer reporting agency, or other persons or agencies having knowledge about you to furnish AmeriCheckUSA with any and all background information in their possession regarding you, in order that your residence qualifications may be evaluated. This Authorization is no longer valid after 90 days of date signed, you also agree that a fax or photocopy of this authorization with your signature be accepted with the same authority as the original.

If you dispute any information found in your consumer report and would like to request a copy of the report, please send a request letter via certified mail to;

AmeriCheckUSA
7777 Davie Rd Extension #101B
Hollywood, FL 33027

Print Name

Signature

Date

- ☐ For California, Minnesota or Oklahoma applicants only, if you would like to receive a copy of the report, if one is obtained, please check the box.

Complete PM / Ref# _____

RESIDENTIAL SCREENING REQUEST

First: _____ Middle: _____ Last: _____

Address: _____

City: _____ ST: _____ Zip: _____

SSN: _____ DOB (MM/DD/YYYY): _____

Tel#: _____ Cel#: _____

Are you Buying or Renting? _____

Have you ever been arrested before? _____

Employer: _____ N/A _____ Tel#: _____ N/A _____

Supervisor: _____ N/A _____ Salary: _____ N/A _____

Employed From: _____ N/A _____ To: _____ N/A _____ Title: _____ N/A _____

Landlord: _____ N/A _____ Tel#: _____ N/A _____

Property Name: _____ N/A _____ Rent: _____ N/A _____

Rented From: _____ N/A _____ To: _____ N/A _____

I have read and signed the Disclosure and Authorization Agreement.

SIGNATURE: _____ **DATE:** _____

AUTHORIZED PERSONNEL ONLY

- _____ Criminal
- _____ Criminal + Eviction
- _____ Criminal + Eviction + Credit
- _____ International Only

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- _____ Criminal
- _____ Criminal + Eviction
- _____ Criminal + Eviction + Credit
- _____ International Only

CARRINGTON @ STONEBRIDGE

OWNER QUESTIONNAIRE

(THIS INFORMATION IS FOR COMPLETE PROPERTY MANAGEMENT OF SWFL RECORDS)

WE SIMPLY WANT TO KEEP OUR ASSOCIATION RECORDS AS ACCURATE AS POSSIBLE,

DATE: _____

OWNER'S NAME (s): _____

LOCAL ADDRESS: _____

CITY

STATE

ZIP CODE

2nd ADDRESS: _____

CITY

STATE

ZIP CODE

HOME PHONE: _____ OTHER PHONE / FAX: _____

CELL # 1: _____ CELL # 2: _____

WORK PHONE: _____ FAX: _____

E-MAIL ADDRESS # 1: _____

E-MAIL ADDRESS # 2: _____

WHICH ADDRESS SHOULD YOUR MAIL BE SENT TO?: _____

DO YOU RENT YOUR UNIT?: _____

RENTAL COMPANY NAME: _____

DO YOU HAVE PETS?: _____ WHAT KIND?: _____ HOW MANY?: _____

IN CASE OF EMERGENCY, WE SHOULD CONTACT: (NAME, PHONE #, ADDRESS).

Please return to:

Sandcastle Community Management
9150 Galleria Court, Suite 201
Naples, FL 34109
239.596.7200
LuisaP@sandcastlecm.com

MAINTENANCE FEE AUTO DEBIT AUTHORIZATION

Association Name: Carrington @ Stonebridge_____

Name on Deed: _____

Property Address: _____

Month Start Date: _____

Name of your Bank: _____

Name on Bank Account: _____
(Please include a voided check)

Account# to be Charged: _____

Home Phone: _____ Daytime Phone: _____

■ have included a blank, voided check and hereby authorize my financial institution to debit my account in the name on my bank statement between the 5th and 10th working day of the first month of the quarter if quarterly assessment. In addition, ■ understand this auto debit will remain until ■ notify my association in writing, 30 days prior to canceling the auto debit. ■ also give the Association authority to increase the auto debit as maintenance fees are increased by the Board of Directors.

Signature: _____ Date: _____

Return this form with a voided check to:

Sandcastle Community Management
9150 Galleria Court, Suite 201
Naples, FL 34109
239.596.7200
LuisaP@sandcastlecm.com

EXHIBIT E

CARRINGTON AT STONEBRIDGE, A CONDOMINIUM

INITIAL RULES AND REGULATIONS

The Rules and Regulations hereinafter enumerated as to the Association properties, condominium property, the common elements, the limited common elements, and the units, shall be deemed in effect until amended by the Board of Directors of the Association, and shall apply to and be binding upon all unit owners. The unit owners shall at all times obey said Rules and Regulations and shall use their best efforts to see that these rules and are faithfully observed by the families, guests, and invitees, servants, lessees, and persons over whom they exercise control and supervision. The initial Rules and Regulations are as follows:

1. BUILDING APPEARANCE AND MAINTENANCE

A. The streets, sidewalks, walkways, entrances, and stairs must not be obstructed or encumbered or used for any purpose other than ingress and egress to and from the units, nor shall any carriage, toys, bicycles, wagons, shopping carts, chairs, benches, tables, or any other object of a similar type and nature be left therein or thereon.

B. Personal property of unit owners shall not be stored outside their units. Unit owners may keep normal porch furniture on their porches or lanais. However, no alterations of the lanais such as screens or glass enclosures shall be permitted.

C. No garbage cans, supplies, containers, or other articles shall be placed in or on the walkways, hallways, balconies and entry ways, nor shall any linens, cloths, clothing, curtains, rugs, mops, or laundry of any kind, or other articles be shaken or hung from any of the windows, doors, walkways, balconies or entry ways, or exposed on any part of the limited common elements or common elements; and the limited common elements and the common elements shall be kept free and clear of refuse, debris and other unsightly material.

D. No unit owner shall allow anything whatsoever to fall from the windows, walkways, balconies, entry ways or doors of the premises, nor shall he sweep or throw from his unit any dirt or other substance outside his unit or on the limited common elements or common elements of the Condominium.

E. Refuse and garbage shall be deposited only in the area provided therefore. All garbage must be bagged.

F. No unit owner shall make or permit any disturbing noises by himself, his family servants, employees, agents, visitors, or licensees, nor do or permit anything by such persons that will interfere with the rights, comforts or convenience of other unit owners. No unit owner shall play upon or permit to be operated a phonograph, television, radio or musical instrument in such a manner as to unreasonably disturb or annoy other occupants of the Condominium.

G. No barbequing or outdoor cooking is permitted on walkways, balconies or lanais or any portion of the buildings. Barbecuing or outdoor cooking will be permitted in courtyard areas. The Board of Directors may also establish one or more areas of the common elements for outdoor cooking.

H. No exterior radio or television antenna installation, or other wiring, shall be made without the written consent of the Board of Directors.

I. No sign, advertisement, notice or other similar material shall be exhibited, displayed, inscribed, painted or affixed, in or upon any part of the units, limited common elements or common elements by any unit owner or occupant without written permission of the Association. The Developer may use sale signage and other advertising materials while actively selling units.

J. No inflammable, combustible, or explosive fluid, chemical or substance, shall be kept in any unit or limited common element, except those necessary and suited for normal household use.

K. Unit owners, residents, their families, guests, servants, employees, agents, or visitors shall not at any time or for any reason whatsoever enter upon or attempt to enter upon the roofs of the buildings.

L. Trucks, Commercial Vehicles, Recreation Vehicles, Motor Homes, Mobile Homes, Boats, Campers and Trailers.

a. No boat, boat trailer or other trailer of any kind, camper, mobile home, motor home, commercial vehicle or any vehicle with more than two axles or disable vehicle shall be permitted to be parked or stored in Carrington Complex unless kept full enclosed inside a structure.

b. No vehicle shall be parked anywhere but on paved areas intended for that purpose or in garages. Parking on lawns or landscaped areas is prohibited.

c. No vehicle shall be used as a domicile or residence, either permanent or temporary.

d. No washing of vehicles shall be permitted within the Carrington Condominium Complex.

2. **ALTERATION OF CONDOMINIUM.** Unit owners are specifically cautioned that their right to make any addition, change, alteration, or decoration to the exterior appearance of any portion of the Condominium is subject to the provisions of the Declaration of Condominium. For example, no unit owner may install screen doors, or apply any type of film or covering to the inside or outside of window or door glass without the prior approval of the Association. All such additions, changes or alterations must be presented in writing to the Board of Directors for approval, accompanied by written plans or drawings and specifications. The Board of Directors shall approve such requests only if the Association is protected against, or indemnified as to, mechanic's liens and/or claims arising from such work.

3. **EMERGENCIES IN OWNER'S ABSENCE.** In order that proper steps and procedures may be taken in a minimum amount of time during an emergency situation, the Association may retain pass-keys to all units. If a unit owner changes their lock, they shall provide the Association with a duplicate key.

Any unit owner who plans to be absent from his unit for an extended period of time must prepare his unit prior to his departure in the following manner:

A. By removing all furniture, plants and other objects from around the outside of the unit; and

B. By designating a responsible caretaker to care for his unit should his unit suffer any damage caused by storms, hurricanes, winds or other violent acts of nature. The Manager and the Association shall be provided with the name of each unit owner's aforesaid designated caretaker. Such caretaker will notify the Association prior to making any entry to the unit during the owner's absence.

4. **PETS.** The Board may impose reasonable restrictions upon how and where pets may be permitted upon the common elements.

The owner of each unit may keep small pets, of a normal domesticated household type (such as a cat or dog weighing no more than forty-five (45) pounds) in the unit. The pets must be leashed or carried under the owner's arm at all times while on the condominium property outside of the unit. The ability to keep such a pet is a privilege, not a right, and the Board of Directors is empowered to order and enforce the removal of any pet which becomes a source of unreasonable annoyance to other residents of the condominium. No pets of any kind are permitted in units when the owner is not in residence. No reptiles, amphibians or livestock may be kept in the Condominium.

**CARRINGTON AT STONEBRIDGE
CONDOMINIUM ASSOCIATION, INC.
2024
Q & A**

This document is designed to cover information a potential buyer may have in compliance with Florida Statute 718.504 for the above-referenced condominium association.

Q. What are my voting rights in the condominium association?

A. **One vote for each unit owned.**

Q. What restrictions exist in the condominium documents on my right to use my unit?

A. **Each unit shall be occupied by only one family and its guests at any time. Each unit shall be used as a residence and for no other purpose. Owners may keep small pets of a normal domesticated household type weighing no more than 45 pounds. (See Article 13.5 of the Declaration of Condominium and all amendments thereto.)**

Q. What restrictions exist in the condominium documents on the leasing of my unit?

A. **No unit may be leased for a term of less than 30 consecutive days. No unit may be leased more than 4 times in any 12-month period. No lease may be for a period of more than 1 year, and no option for the lessee to renew or extend the lease for any additional period shall be permitted. Tenants are not allowed to have pets. (See Article 14 of the Declaration of Condominium and all amendments thereto.)**

Q. What are the maintenance fees for January 1, 2024, to December 31, 2024, and how often are they paid?

A. **Maintenance fees are paid quarterly. The quarterly fee for 2024 is \$1,400.00.**

Q. Do I have to be a member in any other association? If so, what is the name of the association and what are my voting rights in this association? Also, how much are my assessments?

A. **Yes. Call Stonebridge Country Club, 239-594-5200**

Q. Am I required to pay rent or land use fees for recreational or other commonly used facilities?

A. **No.**

Q. Is the condominium association or other mandatory membership association involved in any court cases in which it may face liability in excess of \$100,000? If so, identify each such case.

A. **No.**

The statements contained herein are only summary in nature. Any person entering into a contract should refer to the recorded condominium documents.

CARRINGTON AT STONEBRIDGE CONDO ASSOCIATION, INC.

For the Period January 1, 2024 through December 31, 2024

Budget 2024

136 Units

	2023 BUDGET	ESTIMATED YEAR END	2024 BUDGET	Notes
Income				
4145 Maintenance Fees	486,397	486,397	626,816	
4150 Reserve Assessments	87,523	87,523	134,784	Increase for Infrastructure projects
4200 Interest/Late Fees	-	-	-	
4240 Operating Interest	-	4,000	5,000	
Reserve Interest	-	5,000	-	
4295 Application Fees	8,750	6,000	7,000	
4300 Reserve Transfer	(87,523)	(92,523)	(134,784)	
Total Income	495,147	496,397	638,816	
Expenses				
Administrative				
6025 Annual Corporate Fee	61	61	61	
6028 Fees to Division	605	500	500	
6040 Management	32,400	32,400	32,400	
6045 Background check/Lease Exp	6,500	5,536	6,000	
6050 Office Expense/Postage	2,000	2,054	2,000	-
6053 Website	1,600	1,529	1,600	-
6056 Legal/Accounting (CPA)	4,000	1,730	2,500	
6070 Taxes/Licenses/Dues	500	(290)	-	-
Building				
6190 Building Maintenance	50,000	25,650	50,000	Low cost year
6192 Equipment & Supplies	981	900	975	
6194 Janitorial/Pressure Cleaning	37,000	40,000	42,000	4.5% Increase
6210 Emergency Systems/Fire Equip.	24,000	24,660	26,000	6% Increase
6230 Exterminating	14,000	13,500	14,000	-
Grounds				
6141 Irrigation System Maintenance	3,000	5,700	5,000	Ageing system
6160 Landscape Contract	51,000	51,000	53,280	3% Increase
6162 Sod/Plantings/Annals	15,000	12,000	15,000	
6165 Tree Maint/Replacement	12,000	15,779	12,000	Palms only Oaks every 2 years
6167 Mulch/Sod/Plantings	7,500	16,303	9,000	Missed 2022 invoice
6170 Pool Maintenance	7,500	8,000	8,500	3% increase
Insurance				
6310 Package Insurance	154,000	176,000	274,000	78% increase due under est. of 35% in 2023 + 43% inc this year
Other				
6305 Contingency/Bad Debt	5,000	1,500	6,000	-
Public Utilities				
6100 Electricity/Pool Heat	9,000	12,000	12,000	High usage due to pool reno
6110 Refuse Removal/Recycling	19,500	35,000	25,000	Problem with change over
6120 Water & Sewer	38,000	40,000	41,000	High usage due to leaks in pool
Total Operating Expenses	495,147	521,512	638,816	

CARRINGTON AT STONEBRIDGE CONDO ASSOCIATION, INC.

Budget Reserves For Capital Expenditure And Deferred Maintenance

For the Period January 1, 2024 through December 31, 2024

Budget 2024

136 Units

16/11/2023	Estimated Life When New (Years)	Current Estimated Replacement Cost	2024 Estimated Remaining Life (Years)	30/09/2023 Current Reserve Balance	Add'l Reserve Funding 4th Qtr	Estimated Reserve Balance 01/01/2024	Additional Reserves Required	Annual Funding Required 2024	Board Proposed Funding 2024	Quarterly Funding Required 2024
STATUTORY										
Roof	30	1,500,000	25	237,500	(5,800)	231,700	1,268,300	50,732	50,732	12,683.00
Painting	7	130,000	3	69,731	4,636	74,367	55,633	18,544	18,544	4,636.06
Paving-Resurface	8	100,000	6	57,845	1,832	59,677	40,323	6,721	6,721	1,680.14
Paving-Sealcoating	4	20,000	2	14,375	(1,375)	13,000	7,000	3,500	3,500	875.00
Pool	7	25,000	6	18,367	(4,226)	14,141	10,859	1,810	1,810	452.46
NON-STATUTORY										
Capital Projects	0	Unknown	0	60,151	6,900	67,051	45,000	45,000	45,000	11,250.00
Roof Maintenance	2	25,000	1	14,370	2,152	16,522	8,478	8,477	8,477	2,119.25
		1,800,000		472,339	4,119	476,458	1,435,593	134,784	134,784	33,695.91

WAIVING OF RESERVES, IN WHOLE OR IN PART, OR ALLOWING ALTERNATIVE USES OF
EXISTING RESERVES MAY RESULT IN UNIT OWNER LIABILITY FOR PAYMENT OF
UNANTICIPATED SPECIAL ASSESSMENTS REGARDING THOSE ITEMS.

CARRINGTON AT STONEBRIDGE CONDO ASSOCIATION, INC.
 Reserve & Operating Assessment Schedules
 For the Period January 1, 2024 through December 31, 2024
 Budget 2024

	ANNUALLY	QUARTERLY
OPERATING ASSESSMENT	4,608.94	1,152.23
RESERVE ASSESSMENT	991.06	247.76
TOTAL:	5,600.00	1,400.00

<i>2023 Figures For Reference</i>	<i>ANNUALLY</i>	<i>QUARTERLY</i>
Operating Assessment	3,576.00	894.00
Reserve Assessment	644.00	161.00
	4,220.00	1,055.00

FUNDING SCHEDULE		
TOTAL EXPENSES	\$ 773,600	
BUDGETED RESERVES	\$ 134,784	
OTHER INCOME	\$ 12,000	# Units 136
OPERATING ASSESSMENTS REQUIRED	\$ 626,816	