

SIENA OAKS HOA
100 Siena Oaks Circle West
Palm Beach Gardens, FL 33410

PURCHASE/LEASE INFORMATION FORM

PERSUANT TO THE DECLARATION OF COVENANTS FOR SIENA OAKS HOA, PURCHASE AND LEASE APPROVAL CERTIFICATES MAY NOT BE ISSUED. THIS FORM IS REQUIRED FOR ALL PURCHASES AND LEASES.

Documents required

- Application to the Association
- Fully executed lease or purchase contract
- Copy of State issued identification for all adult residents
- Signed acknowledgments
- Vehicle registrations for all vehicles

Other information

- Owners are to ensure that their tenants/buyers are provided the governing documents.
- Online copy of the governing docs available at: www.grsmgt.com/association/siena-oaks_hoa
- Hard Copy of the governing docs available at the onsite office. \$100 per set, money order only.
- Owners are responsible for providing tenants/buyers with the common area keys.
- Additional common area keys are available at the onsite office. \$5 per key.
- No commercial vehicles or signage on vehicles.

******* INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED *******

Submit the entire package to: SIENA OAKS HOA
100 Siena Oaks Circle West
Palm Beach Gardens, FL 33410

Submit package during: Monday, Wednesday and Friday 8:30 A.M – 12:30 PM
Tuesday and Thursday 1:00 P.M – 5:00 P.M

Direct inquiries to: residentservices@grsmgt.com

Application
SIENA OAKS HOA

Note: Please print legibly and complete all the sections. Mark N/A if not-applicable.

Lease term begins: _____ ends: _____ Check one	<input type="checkbox"/>	<u>Lease</u>	<input type="checkbox"/>	<u>Purchase</u>		Purchase closing date: _____
---	--------------------------	--------------	--------------------------	-----------------	--	------------------------------

UNIT INFORMATION

UNIT ADDRESS	MOVE-IN DATE
--------------	--------------

APPLICANT INFORMATION

APPLICANT NAME	CO-APPLICANT NAME
PRIMARY CONTACT #	PRIMARY CONTACT #
EMAIL	EMAIL

OTHER OCCUPANTS

NAME	RELATIONSHIP	DOB	AGE
NAME	RELATIONSHIP		AGE

VEHICLE INFORMATION

(some vehicles such as pickup trucks and motorcycles are prohibited, see rules & regulations).

MAKE	MODEL	MAKE	MODEL
COLOR	TAG #	STATE	COLOR
			TAG #
			STATE

PET INFORMATION (write none if no pets)

TYPE	BREED	COLOR	WEIGHT
	Rabies license tag number		
TYPE	BREED	COLOR	WEIGHT
	Rabies license tag number		

Signature Applicant _____	Date _____
Print applicant name: _____	
Signature Co-Applicant _____	Date _____
Print co-applicant name: _____	

SIENA OAKS HOA
RULES AND REGULATIONS

The following is a brief summary of the Document Rules & Regulations of the Association. The comprehensive list of rules and regulations can be found in the governing documents online:

http://www.grsmgt.com/association/siena-oaks_hoa/association-documents/

Pet related, article XI, section 3.C, "...all dogs and cats must be accompanied by an attendant... which leash shall not exceed eight feet in length. No cat or dog shall be permitted to run at large outside of the unit."

Landscaping related, article VI, section 2, "...if any of the forgoing landscaping requires replacement, it shall be the responsibility of, and at the expense of, the Owner of the applicable Unit to make such replacement."

Renting related, article XII, section 6.b.2, "...the Association, as agent for the landlord/Owner, has the power to evict the tenants and occupants under Chapter 83, FS, for violations of the Governing Documents and reasonable rules and regulations, as amended from time to time."

Exterior changes related, article IX, section 1, "No building, outbuilding, garage, fence, wall, retaining wall, or other structure of any kind shall be erected, constructed, placed or maintained on the Properties, nor shall any dwelling or other Improvements on each Unit, as originally constructed...be altered, changed, or modified unless...first submitted in writing for approval and approved in writing by an Architectural Committee."

Enforcement related, article XII, section 1, "The Association... shall have the right to enforce, by any proceeding at law or in equity, all restrictions, conditions, covenants, reservations liens and charges now or hereafter imposed by the provisions of this declaration. In any such suit the prevailing party shall also be entitled to recovery of all costs and expenses including court costs and attorney's fees."

Parking Policy

- Parking on the street or the clubhouse parking lot is prohibited between 2am & 6am. Vehicles may be towed.
- Vehicles subject to towing will be issued two warnings before being towed on the third incident.
- Commercial vehicles with or without signage are prohibited unless parking inside an enclosed garage.
- Vehicles with signage are prohibited unless parked inside an enclosed garage.
- Parking on the swale, common grass area or sidewalk is prohibited.

I have read the Rules and Regulations above for SIENA OAKS HOA.

Applicant Signature

Print Name

Date

Co-applicant Signature

Print Name

Date