

# IMPERIAL ROYALE AT BOCA POINTE

C/O CMC MANAGEMENT, INC., 2950 JOG ROAD, GREENACRES, FL 33467  
561-641-1016 ~ 561-641-9118 FAX

\*(Please check one) Application for PURCHASE  or LEASE

of # \_\_\_\_\_ Promenade Drive Unit# \_\_\_\_\_

Desired date of closing or occupancy \_\_\_\_\_

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

Co-Applicant Name: \_\_\_\_\_ Phone \_\_\_\_\_

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

**INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. PLEASE KEEP ALL PAGES INTACT.  
PLEASE ALLOW A MINIMUM OF TWO WEEKS FOR PROCESSING. Out of State or Foreign  
background checks will incur additional fee.  
BOARD APPROVAL REQUIRED PRIOR TO OCCUPANCY**

## THE FOLLOWING ITEMS MUST ACCOMPANY THIS APPLICATION:

- APPLICATION FEE: \$100.00 \*NON-REFUNDABLE\***. Separate \$100.00 Application Fee required for unmarried co-applicants. Make check payable to Imperial Royale @ Boca Pointe
- PROCESSING FEE: \$150.00 \*NON REFUNDABLE\***. Make check payable to CMC Management.
- Copy of Driver's License(s)
- Copy of Vehicle Registration(s)
- Copy of Purchase Contract or Lease
- Lease Requirement: Owner(s) account must be current and violations corrected

**Please Note: TITLE COMPANY OR CLOSING ATTORNEY MUST REQUEST AN ESTOPPEL 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 SHOULD PROVIDE GOVERNING DOCUMENTS TO THE APPLICATION, 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.**

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. Maintenance fees are due monthly





**IMPERIAL ROYALE AT BOCA POINTE CONDOMINIUM**

C/o CMC Management, Inc., 2950 Jog Road, Greenacres, FL 33467

561-641-1016 ~ 561-641-9118 Fax

**NEW OWNER UNIT FILE**

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

# \_\_\_\_\_ PROMENADE DRIVE, UNIT # \_\_\_\_\_ Number of people to occupy unit \_\_\_\_\_

Purchaser(s) Name(s): \_\_\_\_\_

Other Occupants: Name: \_\_\_\_\_ Relationship \_\_\_\_\_

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

ALTERNATE MAILING ADDRESS: \_\_\_\_\_

Which address shall be used as your mailing address? (Check one box)  Unit address or  Alternate

\*HOME PHONE # \_\_\_\_\_ CELL PHONE # \_\_\_\_\_

\*E-MAIL: \_\_\_\_\_ ALT/PHONE # \_\_\_\_\_

Will you live in your unit full time?  YES  NO ~ If NO, will you be renting out your unit?  YES  NO

If Renting Out, you must have potential renters fill out an application and submit it to the Management Company for approval.

Vehicle #1

Tag # \_\_\_\_\_

Year \_\_\_\_\_ Color \_\_\_\_\_ Make/Model \_\_\_\_\_

Vehicle #2

Tag # \_\_\_\_\_

Year \_\_\_\_\_ Color \_\_\_\_\_ Make/Model \_\_\_\_\_

**EMERGENCY CONTACT:** Please indicate an individual who has a key to your unit and may be contacted to gain access to your unit in an emergency:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone # \_\_\_\_\_ Cell # \_\_\_\_\_

*\*Your information shall be kept on file and may be used to contact you by the Association Board of Directors, Management, Police, or Emergency Rescue, however, the Association has no intention of sharing your private e-mail addresses, phone numbers or social security numbers as part of the official records.*

**IMPERIAL ROYALE AT BOCA POINTE**

C/o CMC Management, Inc., 2950 Jog Road, Greenacres, FL 33467  
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**NEW RENTER UNIT FILE**

**Date:** \_\_\_\_\_ **TERM OF LEASE: from** \_\_\_\_\_ **to** \_\_\_\_\_

# \_\_\_\_\_ **PROMENADE DRIVE, UNIT #** \_\_\_\_\_ **Number of people to live in unit** \_\_\_\_\_

Renter(s) Name(s): \_\_\_\_\_  
\_\_\_\_\_

Other Occupants: Name: \_\_\_\_\_ Relationship \_\_\_\_\_

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

\*HOME PHONE # \_\_\_\_\_ CELL PHONE # \_\_\_\_\_

\*E-MAIL: \_\_\_\_\_ CELL PHONE # \_\_\_\_\_

Vehicle #1

Tag # \_\_\_\_\_

Year \_\_\_\_\_ Color \_\_\_\_\_ Make/Model \_\_\_\_\_

Vehicle #2

Tag # \_\_\_\_\_

Year \_\_\_\_\_ Color \_\_\_\_\_ Make/Model \_\_\_\_\_

**EMERGENCY CONTACT:** Please indicate a local individual who has a key to your unit and may be contacted to gain access to your unit in an emergency:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone # \_\_\_\_\_ Cell # \_\_\_\_\_

*\*Your information shall be kept on file and may be used to contact you by the Association Board of Directors, Management, Police, or Emergency Rescue, however, the Association has no intention of sharing your private e-mail addresses, phone numbers or social security numbers as part of the official records.*

**IMPERIAL ROYALE AT BOCA POINTE  
C/o Century Management Consultants, Inc.  
2950 Jog Road, Greenacres, FL 33467**

**561-641-1016 ~ 561-641-9118 Fax**

**[www.cmcmanagement.biz](http://www.cmcmanagement.biz)**

**FOR PURCHASERS:**

All purchasers of units in the Imperial Royale at Boca Pointe Condominium Association are subject to all the rules of the Declaration of Condominium Documents and its By-Laws. I have been provided with the Association's Governing Documents. I have also read and understand the Restrictions and Rules and Regulations of this Condominium, and promise to abide by them. Furthermore, purchaser(s) agree(s) to buy the unit in as-is condition, and they shall agree that the Association shall not be held responsible for any conditions that require repairs, and that repairs shall be done at owner's (purchaser's) cost.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Co - Applicant

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Date

**FOR RENTERS:**

All renters of units in the Imperial Royale at Boca Pointe Condominium Association are subject to all the rules of the Declaration of Condominium Documents and its By-Laws. I have been provided with, have read and understand the "Summary of Rules and Regulations".

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Co - Applicant

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Date

**IMPERIAL ROYALE AT BOCA POINTE CONDOMINIUM ASSN., INC.  
FREQUENTLY ASKED QUESTIONS & ANSWERS  
BY PERSPECTIVE BUYERS**

**QUESTION:** What are my voting rights in the Condominium Association?

*ANSWER:* See By-Laws, Article VI Membership, pages 6 & 7, and Article VII, Section I-G Voting.

**QUESTION:** What restrictions exist in the Condominium Documents regarding my right to use my unit?

*ANSWER:* See Exhibit "F", Rules and Regulations

**QUESTION:** What restrictions exist in the Condominium Documents on leasing my unit?

*ANSWER:* See Declaration of Condominium, Page 19, Section 18B, Renting/Leasing.

**QUESTION:** How much are my assessments to the Condominium Association for my unit type, and when are they due?

*ANSWER:* Maintenance assessments are \$3,391.34 due quarterly as follows due to our fiscal year beginning in February: 2/1, 5/1, 8/1 and 11/1. If you own a cabana, the Maintenance assessment is \$3,778.92.

**QUESTION:** Am I required to pay rent or land use fees for recreational or other company used facilities?

*ANSWER:* No

**QUESTION:** Is the Condominium Association or other mandatory membership association involved in any court cases in which it may face liability in excess of \$100,000.00? If so, identify each such case.

*ANSWER:* No

**NOTE:** *The statements contained herein are only summary in nature. A prospective purchaser should refer to all references, exhibits, hereto, the sales contract and the Condominium Documents.*

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

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

**Billing Address if different from Unit Address:** \_\_\_\_\_

\_\_\_\_\_

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

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

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

\*\*\*\*\*

**This form is to be submitted to the Accounting Department by the Manager after  
approval of application.**

**IMPERIAL ROYALE AT BOCA POINTE 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 información 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:**

<b>TYPE OF BUSINESS:</b>	<b>CONTACT:</b>
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,	b. Federal Trade Commission: Consumer Response Center – FCRA

in addition to the CFPB:	Washington, DC 20580 (877) 382-4357
<p>2. To the extent not included in item 1 above:</p> <p>a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks</p> <p>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</p> <p>c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations</p> <p>d. Federal Credit Unions</p>	<p>a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050</p> <p>b. Federal Reserve Consumer Help Center P.O. Box. 1200 Minneapolis, MN 55480</p> <p>c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106</p> <p>d. National Credit Union Administration Office of Consumer Protection (OCP) Division of Consumer Compliance and Outreach (DCCO) 1775 Duke Street Alexandria, VA 22314</p>
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 <u>or</u> Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 (877) 382-4357