

JUPITER DUNES CONDOMINIUM “B” ASSOCIATION, INC.

C/O Harbor Management of South Florida, Inc.
641 University Blvd, Ste. 205, Jupiter, FL 33458
561-935-9366 - www.harborfla.com

**ALL ITEMS MUST BE SUBMITTED ALONG WITH THIS CHECKLIST
OR YOUR APPLICATION WILL NOT BE PROCESSED**

Application Checklist

General Submission Requirements

- _____ APPLICATION FULLY EXECUTED WITH REQUIRED SIGNATURE’S
- _____ COMMUNITY SPECIFIC REQUIREMENTS (if applicable, see application)
- _____ FULLY EXECUTED SALES CONTRACT or LEASE
- _____ APPLICATION FEES and/or DEPOSITS

IS THE APPLICANT CURRENTLY SERVING IN THE UNITED STATES ARMED FORCES ON ACTIVE DUTY OR STATE ACTIVE DUTY AND/OR A MEMBER OF THE FLORIDA NATIONAL GUARD AND UNITED STATES RESERVE FORCES? YES /NO (circle one)
IF YES PLEASE PROVIDE A COLOR COPY OF THE MILITARY ID CARD WITH THIS APPLICATION.

Buyer(s)/Tenant(s) Realtor Info:

- Company Name: _____
- Company Phone: _____
- Company email: _____

Seller(s)/Owners(s) Realtor Info:

- Company Name: _____
- Company Phone: _____
- Company email: _____

Title Company Info (Optional):

- Company Name: _____
- Company Phone: _____
- Company email: _____
- Delivery of Certificate of Approval: Email _____ Pickup _____

Comments: _____

APPLICATION PROCESSING TIME IS 10-14 BUSINESS DAYS

OPTIONAL EXPEDITED PROCESSING IS AVAILABLE AT AN ADDITIONAL COST OF \$175.00 PAYABLE TO

HARBOR MANAGEMENT OF SOUTH FLORIDA

JUPITER DUNES CONDOMINIUM “B” ASSOCIATION, INC.

APPLICATION & INSTRUCTIONS

Complete the following Application and submit it to:

Harbor Management of South Florida, Inc.
641 University Blvd., Ste. 205
Jupiter, FL 33458
Tel: 561-935-9366

Along with the Application, the following must be Included:

1. A check made payable to Jupiter Dunes Condo “B” in the amount of \$100 for the application fee.
2. Copies of the licenses for each applicant.
3. The executed Purchase Agreement or Lease Contract.

Please note: Leases must be for a minimum of three (3) consecutive months and units may not be leased more than two (2) times per calendar year. As of 12/2016, new owners cannot rent their unit for a period of **two (2) years** after the sale or change in ownership.

PURCHASE / LEASE ACKNOWLEDGEMENT

I hereby acknowledge and agree to abide by the Rules and Regulations and am subject to the Declaration of the Jupiter Dunes Condo “B” Association, Inc. Failure to comply with terms and conditions thereof shall be a material default and breach of a lease agreement.

In the event that any owner is delinquent in paying any assessment, or the owner or their buyer, family, guests, agents, licensees or invitees are not in compliance with any provision of the Documents, the Association has the right to disapprove of any sale; and in the case of a lease, the right to disapprove of and to void any lease at any time prior to or during the leasehold tenancy until any violation of the Documents is corrected.

Jupiter Dunes Condo “B” Owner

Date

Purchaser / Lessee

Date

JUPITER DUNES CONDOMINIUM "B" ASSOCIATION, INC.

Date _____

Purchase / Lease (circle one)

Unit Address: _____

Unit Owner's Name: _____

For Purchase: Closing Date: _____ For Lease: Lease Terms: _____ to _____

APPLICATION FOR OCCUPANCY
Please type or print clearly

Applicant's Name: _____ Spouse's Name: _____

Current Address: _____

Phone: _____ Email: _____

How long have you lived at the current address? _____

Additional Family Members who will be living at the unit:

Name: _____ Relationship _____ Age: _____

Name: _____ Relationship _____ Age: _____

Will anyone other than the family members listed above reside in the unit? If so, please list below:

Name: _____ Relationship _____ Age: _____

Name: _____ Relationship _____ Age: _____

Vehicle Information: **(Only two (2) vehicles allowed)**

Make: _____ Model _____ Color _____ Tag _____

Make: _____ Model _____ Color _____ Tag _____

Other Vehicles: Do you own any recreational or commercial vehicles, boats, motorcycles, vans, scooters, buses or pickup trucks? Y / N. If yes, please note that these vehicles are **prohibited** on property.

Pets: Do you have any pets? Y / N. Owners permitted two (2) dogs, max. weight 25lbs. each. Tenants permitted one (1) dog, max. weight 25lbs. If yes, please provide information including breed and weight:

Jupiter Dunes Condo “B” Association, Inc.

Rules and Regulations

These are the current Rules and Regulations of Jupiter Dunes Condo “B” Association, Inc. They were adopted at a meeting of the Board of Directors on May 18, 2009. **These rules were updated to current status in March of 2018 and approved by the Board of Directors.**

The Rules and Regulations are subordinate to other regulations. We are regulated by the following hierarchy: State of Florida Condominium Act (Chapter 718, F.S.), the Declaration of the Condominium (this is referred to as “the Docs”, and it includes the Articles of Incorporation plus the By-Laws of the Association) and, finally the Rules and Regulations.

NOTE: Unless otherwise stated, all terms used herein shall have the same meanings respectively ascribed to them in the Declaration of Condominium of the Jupiter Dunes Condominium “B” Association, Inc.

1. Sidewalks, stairways, and landings which are a part of the Common Elements or Limited Common Elements shall not be obstructed in any way or manner whatsoever and shall be used exclusively for ingress or egress from the Units.
2. Unsupervised children shall not be permitted to play on or about the walkways, stairways, landings, roadways, or parking areas situated on the Condominium property.
3. No baby carriages, shopping carts, bicycles, toys, trash cans, chairs, barbecues, benches, tables, potted plants, or any other items of personal property shall be left on or about the Common Elements or Limited Common Elements when the unit is unoccupied.
4. No dirt, other substance, or material shall be swept or thrown into or onto any stairways or landings that are part of the Common Elements or Limited Common Elements. No clothes or beach towels shall be hung from any window, patio, terrace, or balcony, nor shall any rugs, mats, bedding, or other items be shaken from any window, door, patio, terrace, or balcony.
5. No resident shall use the deck or any part of the Limited Common Elements for the purpose of storage.
6. All trash, refuse, and garbage from the units must be deposited within the trash receptacle intended for such purpose and only in such manner as the Condominium Association shall direct. No litter or other trash shall be placed or left upon Common Elements, except in containers provided for such. Any items overflowing or outside the receptacle will not be picked up by the trash company. Any owner responsible for such a violation will be assessed the association disposal fee. NO contractors are allowed to dispose of any material in the association’s dumpsters. It is the Condo owner’s responsibility to notify contractors doing work for the owner of this rule. Violators will be subject to a disposal fee by the association.

7. No disturbing action or noise, either within the units or in the Common Elements, which would interfere with the rights, comforts, solitude, privacy, or convenience of unit owners shall be permitted.
8. The toilets, sinks, garbage disposal units, baths, showers, and other water apparatus within the units shall not be used for any purpose other than that for which it is intended. No sweepings, rubbish, rags, or any other improper articles shall be deposited into the same. Any damage to the Common Elements or Limited Common Elements resulting from misuse thereof, the expense to repair or replace shall be borne by the unit owner of the unit where the misuse occurred.
9. No flammable oil or fluid, such as gasoline, kerosene, carbon tetrachloride, naphtha or benzine, or explosives such as fireworks or articles extra-hazardous to life, limb, or property shall be used or brought into any unit without the prior written consent of the Condominium Association.
10. No contractor or worker employed by a unit owner shall be permitted to do any work in any unit (except for emergency repairs) between the hours of 6:00pm and 8:00am, or on Sundays or legal holidays if such work is likely to disturb other unit owners without the prior consent of the Condominium Association Board of Directors.
11. All appliances and electrical equipment of any kind and all appliances of every kind, however powered, installed, or used in a unit shall comply with all rules, requirements, and regulations of all public authorities and boards of fire underwriters having jurisdiction.
12. No trucks of any kind, including pickup trucks, trailers, motorcycles, scooters, campers, boats, golf carts, commercial vehicles, or unserviceable vehicles shall be parked overnight on the Condominium property without the prior written consent of the Condominium Association Board of Directors. Each unit is allowed a maximum of two (2) vehicles. NO EXCEPTIONS.
13. All parking and traffic regulations posted from time to time by the Condominium Association shall be obeyed.
14. No vehicle horn shall be blown upon the Condominium property except for the purpose of preventing an accident.
15. No employee of the Condominium Association shall be requested or required by any unit owner to perform any personal service for any unit owner not in the line of duties prescribed for such employee by the Condominium Association.
16. No unit owner shall replace the air conditioner compressor or pad to any unit without prior written consent of the Condominium Association Board of Directors.
17. No fencing shall be permitted on the Common Elements without the prior written consent of the Board of Directors of the Condominium Association, and if the proposed fencing is within 200 feet of the boundary line of the land, without prior written consent of the Property Owners Association.

18. No modification to the landscape shall be made without prior written approval of the landscape committee. If any unit owner desires to add, at their own cost and expense, any additional trees, shrubs, plants, or landscape element outside their unit upon any portion of the Common Elements, the unit owner must submit a written proposal and planting plan to the landscape committee for approval. The Condominium Association will not be responsible to replace any such additional plantings or elements should they not survive.
19. Unit Owners are permitted two (2) dogs with a maximum weight of 25 pounds each. Tenants are allowed one (1) dog with the same maximum weight of 25 pounds. Dog owners are responsible for keeping their dogs quiet and under control at all times. Excessive barking and noise generated by dogs will not be tolerated. A pet owner shall be responsible for the retrieval and disposal of the pet's waste deposits by placing the deposits in a sealed plastic bag or containers and disposing of them in the appropriate trash containers.
20. No unit owner shall attempt to access, tamper with, or adjust the landscape irrigation time clocks.
21. No unit owner shall rent their unit for a term of less than three (3) consecutive months and for no more than two (2) times per calendar year. Effective December 2016, new owners or a change in unit ownership may NOT rent their unit for a period of two (2) years after the sale or change in ownership.
22. Occupancy by more than one (1) family per unit at the same time is prohibited. Maximum number of family members per household is limited to six (6).
23. Unit owners must submit a Rental Application form to the Management Company along with a check for the application fee made payable to Jupiter Dunes Condo "B" Association in the amount of \$100 for approval of prospective tenants. If the same unit is rented to the same tenants in the subsequent one or two years, the rental application shall be submitted but no application fee will be charged. A tenant may under NO circumstances sub-let their rental unit. Additionally, only the tenant whose name appears on the application and the lease is allowed to occupy the unit.
24. A unit owner intending to make a bona fide sale of their unit, or interest therein, shall give the Board of Directors a written notice of intention to sell.
25. Board of Director's approval is required for all prospective buyers. Applications may be obtained from the Management Company. A check made payable to Jupiter Dunes Condo "B" Association in the amount of \$100 must be included with the application.
26. A Certificate of Sale Approval shall be issued only after the Management Company and the Board of Directors has received all appropriate documents.
27. A unit owner who, as a result of negligence or neglect, causes any damage to another unit, shall be expected to reimburse such other unit owner for all costs associated with repair or replacement.

28. Family members, guests, tenants, agents, or employees of the unit owner shall hold each unit owner accountable for any violations of the rules.
29. Complaints regarding the management of the Condominium property or regarding actions of other unit owners shall be made in writing to the Condominium Association's Board of Directors.
30. ANY construction projects that may affect interior Common Elements (i.e. plumbing) or changes to the exterior of a unit (i.e. storm shutters, windows, doors, railings, etc.) require PRIOR written consent of the Condominium Association Board of Directors. Failure to comply with this rule may result in the removal of the unauthorized work and replacement with compliant architectural work at the owner's expense.
31. Unit owners must employ registered contractors only when proceeding with any type of construction project. All contractors must be licensed and insured in the State of Florida and the local county. Securing the appropriate work permits and inspections from the Town of Jupiter is the responsibility of the contractor and the unit owner jointly. Any damage done to the exterior of the Common Elements by a unit owner's contractor during construction activities shall be the unit owner's responsibility to repair or replace. This includes damage to the exterior of the buildings during a) door replacement; b) screen enclosure installation; c) window replacement; or d) any other construction project, that results in damage to the buildings. NO EXCEPTIONS.
32. Any consent or approval required of the Condominium Association by these Rules and Regulations shall be revocable at any time.
33. No open fires, including any type of fire pit, are permitted on the Condominium Association property.