

Hanson's Landing Association, Inc.



3171 SE Dominica Terrace | Stuart, FL 34997

T: 772-219-4474 | F: 772-219-4746

SALE APPLICATION INSTRUCTIONS

The following items must be completed and/or submitted to Signature Property Management:

- Sale Application to be completed in full
- Copy of Fully-Executed Sale/Purchased contract signed by all parties
- Acknowledgement of Covenants & Deed Restrictions must be reviewed and signed
- Copy of Driver License(s)
- NO TRUCKS, PICK UPS, MOTORCYCLES OR RECREATIONAL VEHICLES ARE ALLOWED
- Completed Pet Registration Form. **Even if you have no pets, indicate no pets and sign.**
- **Complete Shot Records with next due date. Most recent Vet Report(within last 12 months) including Heartworm prevention and Rabies Vaccine.**
- A non-refundable application fee of \$100.00 made payable to Hanson's Landing
- A non-refundable processing fee of \$125.00 made payable to *Signature Property Management*
- Interview by Orientation Committee prior to closing is required.

NOTE: All applications must be submitted in full. If not, this will delay the approval process. Applications take a minimum of 14 business days for processing. Please submit your application to us in a timely manner to avoid a delay. *A Sale is not approved until a Certificate of Approval has been issued.*

Submit the entire package to:

Hanson's Landing
Signature Property Management
3171 SE Dominica Terrace
Stuart, FL 34997

Applications will not be accepted via fax or email. If an application is submitted incomplete, it will not be accepted or processed until all the required information and fees are received.

Applicant Signature: _____ Date: _____

Co-Applicant Signature: _____ Date: _____

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CHECKLIST FOR SALE APPLICATION – Please Print

Property Address: _____

Closing Date: _____

General Submission requirements:

- Sale Application to be completed in full
- Copy of Fully-Executed Sale/Purchased contract signed by all parties
- Acknowledgement of Covenants & Deed Restrictions must be reviewed and signed
- Copy of Driver License(s)
- NO TRUCKS, PICK UPS, MOTORCYCLES OR RECREATIONAL VEHICLES ARE ALLOWED
- Completed Pet Registration Form. **Even if you have no pets, indicate no pets and sign.**
- Complete Shot Records with next due date. Most recent Vet Report (within last 12 months) including Heartworm prevention and Rabies Vaccine.**
- A non-refundable application fee of \$100.00 made payable to Hanson's Landing
- A non-refundable processing fee of \$125.00 made payable to *Signature Property Management*
- Interview by Orientation Committee prior to closing is required.
- Title Company Information:
 - Company Name: _____
 - Address: _____
 - Contact #: _____
 - Email: _____
- Owners Realtor Information:
 - Company Name: _____
 - Address: _____
 - Contact #: _____
 - Email: _____
- Buyers Realtor Information:
 - Company Name: _____
 - Address: _____
 - Contact #: _____
 - Email: _____
- Certificate of Approval for delivery options: (Mark "X" by delivery option)
 - _____ Email Copy to Realtors
 - _____ Email Copy to Owner

I/We certify that the information requested above and contained in this application are attached, true and correct. I understand that any falsification, misrepresentation, or omission is grounds for refusal to approve this sale application.

Applicant Signature

Co-Applicant Signature

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SALE APPLICATION – Please Print

PROPERTY ADDRESS: _____

CLOSING DATE: _____

CURRENT HOMEOWNER INFORMATION (SELLER): *(all information must be printed and legible)*

Name of Owner: _____

Address of Owner: _____

Owner Phone Number: _____ Email: _____

APPLICANT(S) INFORMATION (BUYER):

Applicant Name: _____

Member of the United States Armed Forces on Active Duty or State Active Duty or member of the Florida National Guard and United States Reserve Forces YES NO **(COPY OF ID REQUIRED)**

Applicant Present Phone Number: _____ Cell: _____

Applicant Present Address: _____

*Applicant Email Address: _____

Co-Applicant Name: (Listed on Contract) _____

Co-Applicant Present Phone Number: _____ Cell: _____

Co-Applicant Present Address: _____

*Co-Applicant Email Address: _____

****BY PROVIDING YOUR EMAIL ADDRESS, YOU AUTHORIZE THE MANAGEMENT COMPANY TO COMMUNICATE VIA EMAIL REGARDING ASSOCIATION BUSINESS****

Occupant(s) other than the applicants:

Name: _____ Relationship: _____ Age: _____

Name: _____ Relationship: _____ Age: _____

Name: _____ Relationship: _____ Age: _____

Name: _____ Relationship: _____ Age: _____

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VEHICLE REGISTRATION FORM

(Only one (1) assigned spot per unit as designated in the rules and regulations)

LICENSED DRIVERS: *(To be residing in the Community)*

Name: _____ License #: _____ State: _____

Name: _____ License #: _____ State: _____

DESCRIPTION OF VEHICLE(S):

Vehicle #1

Vehicle #2

Make: _____

Make: _____

Model: _____

Model: _____

Year: _____

Year: _____

Color: _____

Color: _____

Tag #: _____

Tag #: _____

State: _____

State: _____

Vehicle #1 registered to: _____

Vehicle #2 registered to: _____

(If you have additional vehicles, please attach a separate page.)

NO TRUCKS, PICK UPS, MOTORCYCLES OR RECREATIONAL VEHICLES ARE ALLOWED

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Co-Applicant Signature: _____ Date: _____

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PET REGISTRATION FORM

****Copy of recent Rabies Vaccine Record****

Complete Shot Records with next due date.

Most recent Vet Report(within last 12 months) including Heartworm prevention and Rabies Vaccine.

One (1) Pet Only weighing less than 25 pounds

No exotic pets are allowed.

No pets shall be kept, bred or maintained for any commercial purpose.

Pets which are household pets shall at all times whenever they are outside a unit be confined on a leash held by a responsible person. Cats are not allowed to roam throughout the neighborhood.

An owner shall immediately pick up and remove any solid animal waste deposited by his pet on the properties, including the common areas and the exclusive neighborhood common area. "Common grounds/areas/elements are defined by portions of the Association property not included in the units" i.e. no pets in pool area, etc.

Any dog that barks incessantly or becomes a nuisance to the neighbors or community in general the Board may require the removal from the community or withdrawal of the approval for occupancy.

Applicants with Emotional Support or Service animals must furnish documentation and receive approval, as required by the Federal Fair Housing Act, prior to occupancy.

PET #1

Type of Pet (I.e. dog, cat, etc.)	Breed	Age	Current Weight
Name of Pet		Vaccine License #	
Veterinarian Name		Contact #	

Applicant Signature: _____ Date: _____

Co-Applicant Signature: _____ Date: _____

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PERSONAL REFERENCES: *(Other than family members)*

#1 Personal Reference

Name	Home Phone	Cell/Work Phone

#2 Personal Reference

Name	Home Phone	Cell/Work Phone

RESIDENCE HISTORY: *(If less than five (5) years, provide previous residence information on separate sheet.)*

#1 Previous Address:

Address	City	State

Name of Mortgage Holder/Landlord	Telephone #	Owned or Rent/Length of Time

#2 Previous Address:

Address	City	State

Name of Mortgage Holder/Landlord	Telephone #	Owned or Rent/Length of Time

EMPLOYMENT:

Applicant Employer:

Name	Length of Employment	Phone #

Address	City	State

Co-Applicant Employer

Name	Length of Employment	Phone #

Address	City	State

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EMERGENCY CONTACTS:

1. In case of Emergency notify: _____

Address: _____ Phone: () _____

2. In case of Emergency notify: _____

Address: _____ Phone: () _____

**Acknowledgement of Association
Rules & Regulations & Governing Documents**

BUYER(S) ACKNOWLEDGE AND AGREE TO THE FOLLOWING:

I/we have received from the Property Owner a copy of all the deeded Documents, Rules and Regulations as amended, or as may be promulgated hereafter by the Board of Directors. I/we understand that I/we are moving into a deed restricted community. I/we have read, understand, and agree to abide by said Documents, Rules, and Regulations of Hanson's Landing Association, Inc.

Applicant: _____ **Co-Applicant:** _____
(Signature) (Signature)

Applicant: _____ **Co-Applicant:** _____
(Print Name) (Print Name)

Date: ____/____/____

Date: ____/____/____