

## Checklist for New Owners

The following forms must be submitted and approved BEFORE the purchase closing date of a condo in Eastwood Shores Association 4. Incomplete forms cannot be processed and will be returned. The appropriate application fee, made payable to Eastwood Shores #4, must be submitted with these forms. An interview with an appointed member of the Association must be completed BEFORE the closing date.

Please initial each item to show your submission of each. These forms can be accessed and downloaded from the Association's website: [www.eastwoodshores4.org](http://www.eastwoodshores4.org) under the Applications tab.

- \_\_\_\_\_ New Owner Application
- \_\_\_\_\_ Background Check Form
- \_\_\_\_\_ Copy of current Photo ID for each owner
- \_\_\_\_\_ Crime Free Addendum
- \_\_\_\_\_ Copy of Sales Contract
- \_\_\_\_\_ This Checklist for New Owners

Please initial each item to show your receipt of each. Some of these forms can be accessed on the Association's website: [www.eastwoodshores4.org](http://www.eastwoodshores4.org) under the Documents and Budgets tab.

- \_\_\_\_\_ Current Declaration of Condominium, Articles of Incorporation, and By-Laws
- \_\_\_\_\_ Copy of current budget and monthly financials
- \_\_\_\_\_ Current copy of EWS 4 Rules and Regulations
- \_\_\_\_\_ Maintenance Payment coupon book (to show it has been ordered for you)
- \_\_\_\_\_ Mailbox key
- \_\_\_\_\_ Swimming pool key
- \_\_\_\_\_ Two pets allowed with no weight restriction
- \_\_\_\_\_ Two vehicles only per unit with one parked inside garage and other in driveway

It is the current unit owner's responsibility to provide new owners with a set of Declaration of Condominium, Articles of Incorporation, and By-Laws and keys to the mailbox and pool gate, as well as 2 methods of entrance/exit from garage (main door remote or code and key to garage side door or key to B/C unit kitchen door).

Noncompliance or misrepresentation of information on any of the above forms will result in immediate non-approval of occupancy.

If the Unit is to be leased, the Owner agrees to supply the Board of Directors with all required lease application documents for approval. A copy of the Lease Agreement must be included along with the required application fee, payable to Eastwood Shores Condo #4. No lease may be for less than 3 months (90 days). Tenants will be interviewed by an appointed member of the Association before they are approved for residency.

# **CRIME FREE ADDENDUM**

Eastwood Shores Condominium Association, Inc, #4  
AMERI-TECH PROPERTY MANAGEMENT, INC.

**In consideration of the execution or renewal of a lease or transfer of ownership of the dwelling unit identified in the lease or sales agreement. Owner and Resident agree as follows:**

Resident, any members of the resident's household, or a guest or other persons affiliated with the resident:

**The tenant/resident at all times during residency shall: Comply with all obligations imposed upon tenants/residents by applicable provisions of building, housing, and health codes.**

**The tenant/resident shall comply with FS Chapter 83.52, Tenants' obligation to maintain dwelling unit.**

1. Shall not engage in criminal activity, including drug-related criminal activity, on or near said premises. "Drug-related criminal activity" means the illegal manufacture, sale, distribution, use, or possession with intent to manufacture, sell, distribute, or use and illegal or controlled substance (as defined in Section 102 of the Controlled Substance Act [21 U.S.C. 802]).
2. Shall not engage in any act intended to facilitate criminal activity.
3. Shall not permit the dwelling unit to be used for, or to facilitate criminal activity regardless of whether the individual engaging in such activity is a member of the Household or a guest.
4. Shall not engage in the unlawful manufacturing, selling, using, storing, keeping, or giving of an illegal or controlled substance as defined in FS Chapter 893, at any locations, whether on or near the dwelling unit premises.
5. Shall not engage in any illegal activity, including prostitution, criminal street gang activity, threatening or intimidating any person on premises, assault, including but not limited to the unlawful discharge of a weapon on or near the dwelling unit premises, or any breach of the lease/resident agreement that otherwise jeopardizes the health, safety, and welfare of the landlord, his agent, property management, or other resident, or involving imminent or actual serious property damage, as defined in FS Chapter 83 and as defined in FS Chapter 893, Title XLVI, Drug Abuse Prevention and Control.
6. **Violations of the above provisions shall be a material and irreparable violation of the lease and good cause for immediate termination of tenancy.** A single violation of any of the Provisions of this added addendum shall be deemed a serious violation and a material and irreparable noncompliance. It is understood that a single violation shall be good cause for immediate termination of lease under Florida Statutes, Chapter 83 as provided in Civil Practice and Procedure, Enforcement of Rights and duties; civil action. Unless otherwise provided by law, proof of violation shall not require a criminal conviction but shall be by a preponderance of the evidence.
7. In case of conflict between the provisions of this addendum and any other provisions of the lease or resident agreement, the provisions of the addendum shall govern.

This ADDENDUM is incorporated into the Lease/Ownership Sales Agreement executed or renewed this (date) \_\_\_\_\_ between Owner and Resident, Landlord and Tenant, Eastwood Shores Condo Association, Inc. #4 and Resident/Owner.

\_\_\_\_\_  
Landlord/Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tenant/Resident Signature

\_\_\_\_\_  
Date

# NEW OWNER APPLICATION

**NEW OWNER INFORMATION** (List all persons on property deed and who will be residing in the unit, limit 2 persons per bedroom)

Date \_\_\_\_\_ Closing Date \_\_\_\_\_

Unit Address \_\_\_\_\_ Is property to be leased? Yes \_\_\_\_\_ No \_\_\_\_\_

**#1 Name** \_\_\_\_\_  
Last First

Phone(s) \_\_\_\_\_ Email \_\_\_\_\_

**#2 Name** \_\_\_\_\_  
Last First

Phone(s) \_\_\_\_\_ Email \_\_\_\_\_

**#3 Name** \_\_\_\_\_  
Last First

**#4 Name** \_\_\_\_\_  
Last First

Offsite Mailing Address: \_\_\_\_\_

\_\_\_\_\_ City State/Zip Country

Pets: Dog(s) \_\_\_\_\_ Cat(s) \_\_\_\_\_ (2 pet limit, no weight restriction)

**#1 Vehicle Plate** \_\_\_\_\_ **Make & Year** \_\_\_\_\_ **Color** \_\_\_\_\_

**#2 Vehicle Plate** \_\_\_\_\_ **Make & Year** \_\_\_\_\_ **Color** \_\_\_\_\_

**Emergency Contact Name** \_\_\_\_\_ **Phone** \_\_\_\_\_

I, the undersigned, confirm that I have received and read a copy of the Rules and Regulations of Association #4 and agree to be bound by these restrictions. I further agree that you may secure credit reports, background checks, and any other information pertaining to this application.

I hereby acknowledge and affirm that the information provided is true and accurate to the best of my knowledge.

\_\_\_\_\_  
**#1 Owner Signature**

\_\_\_\_\_  
**#2 Owner Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**

# NEW OWNER BACKGROUND CHECK FORM

I/We \_\_\_\_\_

Date \_\_\_\_\_

Prospective buyers for property located at \_\_\_\_\_

Owned by: \_\_\_\_\_

Hereby allow TENANT CHECK and or the property owner/manager to inquire into my/our credit file, criminal, and rental history to obtain information. I/We understand that on my/our credit file it will appear that TENANT CHECK has made an inquiry. I/We cannot claim any invasion of privacy against them now or in the future.

Applicant Information: Single: \_\_\_\_ Yes \_\_\_\_ No

APPLICANT Full Name: \_\_\_\_\_

SS#: \_\_\_\_\_ D.O.B. \_\_\_\_\_

Present Address \_\_\_\_\_

How Long \_\_\_\_\_ Ever been Convicted: \_\_\_\_\_ Ever been Evicted \_\_\_\_\_

Landlord & Phone: \_\_\_\_\_

Previous Address \_\_\_\_\_

Employer \_\_\_\_\_

How Long \_\_\_\_\_ Work# \_\_\_\_\_

Gross Monthly Income \_\_\_\_\_ Occupation \_\_\_\_\_

Drivers Lic# \_\_\_\_\_ State \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Phone \_\_\_\_\_

BACKGROUND CHECK FORM (Continued)

SPOUSE Full Name: \_\_\_\_\_

SS# \_\_\_\_\_ DOB \_\_\_\_\_

Present Address \_\_\_\_\_

How Long \_\_\_\_\_ Ever been Convicted: \_\_\_\_\_ Ever been Evicted \_\_\_\_\_

Landlord & Phone: \_\_\_\_\_

Previous Address \_\_\_\_\_ How Long \_\_\_\_\_

EMPLOYER \_\_\_\_\_

How Long: \_\_\_\_\_ Work# \_\_\_\_\_

Gross Monthly Income: \_\_\_\_\_ Occupation \_\_\_\_\_

Drivers Lic# \_\_\_\_\_ State \_\_\_\_\_

Spouse Signature \_\_\_\_\_ Phone: \_\_\_\_\_

ROOMMATE Full Name: \_\_\_\_\_

SS# \_\_\_\_\_ DOB \_\_\_\_\_

Present Address \_\_\_\_\_

How Long \_\_\_\_\_ Ever been Convicted: \_\_\_\_\_ Ever been Evicted \_\_\_\_\_

Drivers Lic# \_\_\_\_\_ State \_\_\_\_\_

Roommate Signature \_\_\_\_\_ Phone: \_\_\_\_\_

OTHER PERSON 18 YRS OR OLDER (Relation to Applicant) \_\_\_\_\_

Full Name: \_\_\_\_\_

SS# \_\_\_\_\_ DOB \_\_\_\_\_

Present Address \_\_\_\_\_

How Long \_\_\_\_\_ Ever been Convicted: \_\_\_\_\_ Ever been Evicted \_\_\_\_\_

Drivers Lic# \_\_\_\_\_ State \_\_\_\_\_

Signature \_\_\_\_\_ Phone: \_\_\_\_\_

BACKGROUND CHECK FORM (Continued)

**Hours: Monday-Friday 9am-5:30pm  
Sat. 11am-4pm CLOSED Sun.& Holidays  
FAX: (727) 942-6843**

**IF YOU SUBMIT THE WRONG SS#,  
A 2nd APPLICATION FEE WILL BE  
CHARGED TO RE-PULL THE REPORT.**

**TENANT CHECK:**

**A CREDIT REPORTING SERVICE PROVIDING CREDIT REPORTS FOR REALTORS,  
MOBILE HOME PARKS, APARTMENT COMPLEXES, CARDHOLDER ASSOCIATIONS,  
PROPERTY MANAGERS, EMPLOYMENT CHECKS**

**FEDERAL LAW REQUIRES THE END USER TO MAINTAIN THIS FORM 5YRS.**

# **Eastwood Shores Condo No. 4 Assn**

**c/o Ameri-Tech Community Management, Inc.**

24701 US Highway 19 N, Suite 102

Clearwater, FL 33763

Phone (727) 726-8000 Fax (727) 723-1101

May 14, 2021

Dear Homeowners,

In an effort to better maintain our community, the Board of Directors recently revised the Association's Rules and Regulations. A copy of the new rules is enclosed with this letter.

As parking continues to be a challenge, most of the revisions address garages and allowable parking spaces to alleviate or at least lessen that challenge. So, please note the following changes in particular:

- Each condo unit is provided two parking spaces: one inside the garage and one in the driveway in front of the garage. Since the garage is one of the provided parking spaces, it may no longer be used strictly for storage. Each side of the garage must have enough open space to park a vehicle. Those residents using their garages for storage will be given 30 days from the date of this letter to clear out their garages to make sufficient space for parking.
- Partitions inside garages are not allowed. The Association's Declaration prohibits them without a unanimous approval vote of the entire membership of the Association. Additionally, both the Pinellas County building permit regulations and fire codes prohibit them. Those owners and residents who have walls or any other type of partition in their garages will be given 30 days from the date of this letter to remove them.
- Further, the middle space in front of each building is now designated specifically for guests of that building. Residents may park in that space only in case of an emergency or to make room for a repair contractor's vehicle. As always, residents may not park in any guest parking space. Violators will risk having their vehicle towed.

Other revisions address adults, including adult family members, moving into the Association without first having submitted an application, background check form, and the \$100 processing fee. Violators of this requirement risk being evicted.

Please keep in mind that the rules are for the benefit of the community and its residents and are put into place to create a safe and comfortable environment for all who live here.

The Board welcomes homeowners and residents to get involved in the community by volunteering for special committees and attending meetings. Volunteers are currently needed for the Pool Committee and for the Fining Committee. Anyone willing to join either of those committees may contact Beverly Neubecker at [bneubecker@ameritechmail.com](mailto:bneubecker@ameritechmail.com).

By Order of the Board of Directors,  
Beverly Neubecker, LCAM  
Community Association Manager

# EASTWOOD SHORES CONDOMINIUM 4 ASSOCIATION, INC.

## RULES & REGULATIONS

These regulations are deemed essential to ensure a reputable, considerable, and enjoyable life-style for all residents, owners, or tenants and to protect the value of the condominium property.

Owners must provide a copy of these regulations to all buyers or lessees.

### Condo Unit Use Restrictions

1. Unit sales, leases or rentals require the approval of the Association. There will be no Approval when an Owner or prospective tenant is in violation of the Rules and Regulations or Condo Documents. Notice is to be provided to the Board of Directors by submitting a completed Eastwood Shores Condominium 4 New Ownership or New Tenant/Leasing Forms package (available on the Association's website at [EastwoodShores4.org](http://EastwoodShores4.org)) along with the current \$100 application fee. All applications and background checks must be approved by the Board prior to occupancy. The application and background check apply to all adults residing in the unit.
2. Any adult moving into the unit to live with the current resident must submit an application, a background check form, and the \$100 current fee for processing the new resident. This applies whether the current resident is an owner or a lessee. Since all tenants residing in a unit must be on the lease, anyone moving in to live with the current tenant must also be added to the lease.
3. Guests who pay rent for using the Unit qualify as tenants and must submit a new tenant application and background check form along with the current \$100 rental application fee.
4. No unit shall be leased or rented for less than ninety (90) days nor more than four (4) times a year. Tenants are required to abide by the same Rules and Regulations as the Owners. Owners are responsible for any violations of their tenants.
5. No unit shall be occupied by more than two (2) persons for each bedroom.
6. No Unit is to be used for any purpose other than residential.

### Unit Exteriors

1. The Board of Directors must unanimously approve any changes to the exterior of units. Owners wishing to obtain approval for any change must submit a completed Modification Request Form (found on the Association's website at [www.EastwoodShores4.org](http://www.EastwoodShores4.org)).

Changes or items that **require approval** include the following:

- Replacement of exterior doors or windows (responsibility of owner)
- Addition or change of exterior lighting
- Plants, bushes, trees, potted or planted in the ground at owner's expense
- Installation of hurricane shutters
- Installation of bricks, stones, edging materials, or other exterior decorative items
- Installation of cameras, video cameras, sound devices, or other technology
- Screening balconies or patios; patios also require building permit

Changes or items **allowed without Board approval** include the following:

- Sunguard film on windows and glass doors; must not be reflective
- Mulch in plant beds at owner's expense
- Small solar lights installed along sidewalks or plant beds at owner's expense
- Displaying the American flag
- Bamboo shades inside screened balconies or patios



Changes or items **not allowed** include the following:

- Exterior painting, repairs, additions, television antennae or satellite dishes
  - Advertising signs or notices, such as for sale or for rent, in window, glass doors, or exterior
  - Furniture, bikes, baby strollers, child's riding toys, scooters, or other personal items standing outside of the buildings, in driveways, or in common areas, except on patios or balconies
2. Any damage to buildings, roadways, or landscaping shall be repaired or replaced at the expense of the Owner responsible for the damage or whose tenant and/or guest was responsible for the damage.

### **Vehicles, Parking, & Garages**

1. Two vehicles per unit are allowed; one to be parked in the garage and the other in the driveway in front of the garage. A third vehicle is allowed **ONLY** if it is a 2-wheeled vehicle (motorcycle, motor scooter, motor bike) and **ONLY** if that vehicle and one of the two other vehicles is parked inside the garage at all times the three vehicles are on the Association property. All motorcycles/scooters are to be started only in the driveway and not inside the garage.
2. Guest parking: Residents are not to park in any guest parking space. The center space in front of each building is for guest parking only for that building. Residents are not to park in that space except in case of an emergency or to make room for a repair contractor's vehicle. Violators will be towed.
3. Residents with guests parking in guest spots longer than 72 hours are to submit the guest's name, vehicle make, model, license tag number, and the length of the guest's visit to the Property Manager.
4. Residents may not use their garages only for storage. The garage must have enough open space for a vehicle to park inside the garage.
5. Walls or other types of dividers or items used to divide the garage interior are against Association governing documents, Pinellas County building permit regulations, and fire codes. Existing dividers will not be grandfathered in and must be removed within the timeframe provided by the board.
6. Installation, repairs, and maintenance to automatic garage door openers are the responsibility of Unit Owners. Repairs and maintenance to the main garage doors are the responsibility of the Association.
7. B and C unit residents are to open the main garage door half way while running the clothes dryer.
8. The following are not allowed on the condominium property:
  - Boats, trailers, campers, or commercial trucks parked or stored on property
  - Inoperative or unlicensed vehicles after 48 hours
  - Vehicles in poor repair, such as leaking fuel or oil
  - Vehicle parked so it blocks another resident's ready access to garage or driveway
  - Vehicle parked on grass, between buildings, or alongside main streets so as to potentially block emergency vehicles or other residents' vehicles

### **Balconies & Patios**

1. Balconies and patios should be kept clean and free of clutter and should not be used as storage areas. No clothing, bedding, rugs, towels, or similar items may be hung over balcony railings, patio walls, stair landing walls, doors, plants, or bushes.
2. No potted plants or other items are to be placed on ledges from 2<sup>nd</sup> story balconies or stair landings unless secured so they cannot tip over or fall off the ledge.
3. Gas, charcoal, or other fire heated grills must not be used on balconies, patios, or under any overhanging portion or within 10 ft. of any structure. UL listed electric ranges, grills, or similar electric apparatus are permitted. **Noncompliance may result in penalties by the County Fire Marshall.**
4. Gas or propane tanks for grills must not be stored inside enclosed patios or balconies.

### Nuisance

Nuisances or activities that annoy other residents or that interfere with the peaceful and proper use of Condominium property are not allowed. These include but are not limited to loud stereos, radios, televisions, music; barking dogs; boisterous parties; criminal activity; vehicle horn blowing; loud mufflers; loud voices or arguments; noisy repairs, construction work or power tools after 8:00pm; etc.

### Pets

1. Two (2) pets per unit are allowed.
2. Pets must be leashed at all times when outside and may not be left unattended outside any unit.
3. Owners of pets must clean up the excrement of the pet and dispose of it appropriately.

### Swimming Pool

1. All persons using the pool do so at their own risk, without the responsibility of the Association, and must comply with the regulations posted in the pool area.
2. The entrance gate to the pool is to be closed and locked at all times, with a key required for entry and exit. Each unit is provided with one (1) pool key.

### General

1. Trash is picked up twice weekly, except on holidays. It is to be put out to the curb in proper containers with lids. Residents who violate this rule are responsible for cleaning up the mess made by animals the same day the mess was made. Trash containers are to be removed from the curb the same day as trash pickup and stored inside the garage, at the side entrance of the garage, or on the patio.
2. Children under the age of 12 years playing outside must be supervised in close proximity at all times by a parent or other adult 18 years or older. Close proximity does not include watching from a patio or balcony. This rule is strictly for the safety of children as the Association has no designated play area for children and because our cul de sacs have vehicle traffic with children playing in the street.
3. Owners will be held responsible for the actions of their children, other family members, guests, lessees, or pets, including any damage to the Common or Limited Common Areas.
4. All unit owners are responsible for maintaining their air conditioning systems, plumbing, and electrical systems. The Association is responsible for maintenance of common area utilities (water, sewer, electricity). Any Director on the Board or the Property Manager can authorize an emergency repair.
5. All complaints or suggestion should be addressed to the Board of Directors either via the Association's website at [www.eastwoodshores4.org](http://www.eastwoodshores4.org) under the Contact Us tab or directly to the property manager c/o Ameri-Tech Property Management, Inc., 24701 US Highway 19 N., Suite 102, Clearwater, FL 33763. All communication should be signed by the Owner/Resident.

The above stated Rules and Regulations have been adopted in accordance to the Documents of the Eastwood Shores Condominium 4 Association, Inc. and under the terms of The Florida State Condominium laws.

Tana Loeffler President

Kosta Banjac Secretary

Date 05/14/2021 \_\_\_\_\_

rev. 4/21