

The Alagon on Bayshore

What you need to know if you are selling your unit

1. When an owner wishes to sell their Unit, they must submit the Request for Approval (see attached) for the sale of the residence for approval by the Board. Requests for Association approval must be complete with all required information and attachments. Incomplete requests will not be submitted for review.
2. A processing fee of \$75.00 must accompany the Request for Approval form.
3. The Association is allowed up to ten (10) days from the date that an application and all required attachments are received to process the application.
4. Current owner is to provide Purchaser with all door entry access security keys assigned to his/her unit. Any security keys not transferred to the new owners after closing will be deactivated. Purchaser must be provided the full condominium documents of The Alagon including the Declaration of Condominium, Articles of Incorporation, By-laws and Use Guidelines, along with all amendments thereto, and a copy of the current budget. Purchaser must sign the acknowledgment of receipt of the condominium documents as a condition of approval.
5. Purchaser understands that monthly assessments to the condominium association are due and payable on the first day of each month and understands that the association charges late fees on all delinquent assessment payments. Current owner is responsible to provide Purchaser with the unit's monthly assessment payment coupon book. Absence of a payment book will not excuse late or missed maintenance assessment payments.
6. A copy of the Purchase Agreement must accompany the Request for Approval form. After the new owners have taken title, a copy of the deed must be provided to the Association for the official records to be amended to reflect a change in ownership.

The Alagon on Bayshore Condominium Association, Inc.

Request For Approval Sale

The Alagon on Bayshore Condominium Association, Inc. must issue written approval for any sale, transfer, rental or lease of a residence. The following information is provided for submittal to the Association prior to issuance of approval. The Association has ten (10) days to review all completed approval requests. Requests for Association approval must be complete with all required information and attachments; incomplete requests will not be submitted for review.

Residence # _____, 3507 Bayshore Blvd, Tampa Fl 33629 Current Owners: _____

Mailing Address: _____

City/State/Zip Code _____ Telephone: _____

Parking Space(s) assigned to unit: _____

Name(s) of Purchasers: _____
{Include names of all persons who will appear on the deed}

Other Occupants of unit: _____
{Include names of other persons who will reside in the unit}

Unit is to be used as: Full-time residence Part-time residence Rental unit Undecided

Pet Information. How many? _____ Type/description _____
{Important... see pet restrictions in Declaration 14.3 for details}

Purchaser's Current Address: _____

City/State/Zip Code _____ Telephone: _____

Sales Agent (if applicable) _____ Company: _____

Address: _____ Telephone: _____

Anticipated date of closing for this sale: _____

Name of Title Company: _____ Phone number: _____

Title Company address: _____

PERSONAL REFERENCES – INCLUDE ONE IN LOCAL AREA IF POSSIBLE

Name _____ Address _____ Telephone _____

Name _____ Address _____ Telephone _____

Please read the following information pertaining to the application process and ownership at The Alagon.

1. A processing fee of \$75.00 must accompany this application.
2. The Association is allowed up to ten (10) days from the date that an application and all required attachments are received to process the application.
3. Current owner must be an Association member in good standing and current on payment of assessments.

4. Current owner is to provide Purchaser with all door entry access security keys assigned to his/her unit. Any security keys not transferred to the new owners after closing will be deactivated. Purchaser must be provided the full condominium documents of The Alagon including the Declaration of Condominium, Articles of Incorporation, By-laws and Use Guidelines, along with all amendments thereto, and a copy of the current budget. Purchaser must sign the acknowledgment of receipt of the condominium documents as a condition of approval.
5. Purchaser understands that monthly assessments to the condominium association are due and payable on the first day of each month and understands that the association charges late fees on all delinquent assessment payments. Current owner is responsible to provide Purchaser with the unit's monthly assessment payment coupon book. Absence of a payment book will not excuse late or missed maintenance assessment payments.
6. A copy of the Purchase Agreement must accompany this request for approval form. After the new owners have taken title, a copy of the deed must be provided to the Association for the official records to be amended to reflect a change in ownership.

ACKNOWLEDGMENT OF RECEIPT OF DOCUMENTS

I (We) have received and agree to abide by the condominium documents of The Alagon on Bayshore, A Condominium, which consist of the Declaration of Condominium, Articles of Incorporation, By-laws, Use Guidelines (rules & regulations), all amendments thereto, as well as the conditions set forth on this application. I (We) further certify that the information provided in this request for Association approval is complete and correct to the best of my (our) knowledge.

Purchaser's Signature _____ Date: _____

Purchaser's Signature _____ Date: _____

This request for approval of sale has been submitted to The Alagon on Bayshore Condominium Association, Inc., by the Unit Owner. After processing, a copy of the executed approval form will be returned to the current owner.

Unit Owner's Signature _____ Date: _____

Return this completed form to: The Alagon on Bayshore Condominium Association, Inc
3507 Bayshore Blvd.
Tampa, FL 33629

Do Not Write Below This Line

Association Approval

The Alagon Condominium Association Inc. has **APPROVED** this application

The Alagon Condominium Association, Inc. has **DISAPPROVED** this application

The Alagon on Bayshore Condominium Association, Inc.

By _____ Date _____

Title _____