



New Resident Application

Pennbrooke Homeowners Association, Inc.
501 State Road 44
Leesburg, FL 34748
PH: 352-360-1001

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**NOTE: THIS APPLICATION IS TO BE SUBMITTED TO
RESIDENT SERVICE OFFICE (RSO) FOUR (4) WEEKS PRIOR TO CLOSING**

Welcome to Pennbrooke Fairways! As a potential resident, be advised there are various deed restrictions that may impact you, your family, tenants and anyone residing at your residence in Pennbrooke. Prior to closing, the seller/closing agent must provide you with a copy of Pennbrooke Homeowners' (PHOA) Articles of Corporation, By-Laws, Covenants and Restrictions, and Rules for Community Living.

1. Pennbrooke Fairways is a planned adult "Fifty-Five Plus" community. To maintain this status eighty percent (80%) of all homes in the community must be occupied by at least one resident fifty five (55) years of age or older. (see the *Second Supplement to the Amended Declaration of Covenants and Restrictions*)
2. All permanent residents must be eighteen (18) years of age or older.

Please be advised, failure to meet the statutory requirements as stated above could adversely impact your transfer of title or contract for tenancy in Pennbrooke Fairways.

Please check which of the following statement that applies to you.

1. Party to a contract (or other conveyance) to purchase real property in Pennbrooke Fairways and will reside either on a Full-Time or Seasonal basis.
2. Party to a contract (or other conveyance) to purchase real property in Pennbrooke Fairways and **will not** reside on a Full-Time or Seasonal basis. (Check appropriate box below)
 - a. Purchasing this property as an investment property and **do not** plan to lease/rent the property. (Application for Temporary Residency must be completed.)
 - b. Purchasing this property as an investment property and will lease/rent the property on a full or part time basis to a tenant. (Application for Temporary Residency must be completed.)

It is the property owner's responsibility to insure the following:

- All OCCUPANTS of the residence must meet the above referenced age requirements.
- Any lease/rental agreement must be in writing and in accordance with the provisions of all PHOA's Articles of Corporation, By-Laws, Convents and Restrictions, and Rules for Community Living.
- All TENANTS agree in writing to abide by all PHOA's Articles of Corporation, By-Laws, Covenants and Restrictions, and Rules for Community Living.
- An approved *Application for Temporary Residency* must be on file at the PHOA Community Manager's Office prior to occupancy.

Office Use:
LOT: _____
PREVIOUS OWNER: _____

NAME: _____

RSO Rec'd
 Copy to File

As a party to a contract to purchase (or any other legal conveyance) of real property in Pennbrooke Fairways, the Pennbrooke Homeowners Association (PHOA) has authority to review and approve all contracts of conveyance associated with any property in the community (see the Amended Declaration of Covenants and Restrictions Article XIV Conveyances pg. 17.

Please provide the following information to expedite this process:

PROPERTY ADDRESS to be purchased: _____

Lot Number: _____ Estimated Closing Date: _____

You must list all occupants that will be residing in the home (Full-time or Seasonal basis).

Print Full Legal Name of Each Occupant	Date of Birth

Please provide evidence of identity and birth date such as Driver's License, Birth Certificate, Passport or other state issued legal documents. **Photo copies are required and will be maintained on file.**

Applicant's Signature: _____	Date: _____
Print Name: _____	
Applicant's Signature: _____	Date: _____
Print Name: _____	
Local Phone: _____	Cell Phone: _____
<input type="checkbox"/> Application NOT Approved – Reason: _____	
<input type="checkbox"/> Application Approved	
BOD's Signature: _____	Date: _____

<input type="checkbox"/> I give permission to publish my phone number(s) in the Community Directory.	
Signature: _____	Date: _____