

**HOWELL PARK CONDOMINIUM ASSOCIATION**  
**2401-07 Ardson Place ~ Corner Bayshore Boulevard**  
**Tampa, FL 33629**  
**Telephone ~ 813-251-0575**  
**Fax ~ 813-251-2288**

## **SALE APPLICATION**

I/We \_\_\_\_\_ being owners of Unit \_\_\_\_\_ located at 240 \_\_\_\_\_ S. Ardson Place intend to sell this unit.

I/We will, upon securing a prospective Buyer:

- Advise the Board of Directors as such
- Submit the required application form
- Submit a copy of the Sales Contract
- Submit the required \$100.00 application fee; \$45.00 background check and consumer credit report fee; payable to Howell Park Condominium Association
- Allow thirty (30) days for the Application Process
- **Interview is required prior to closing**

Dear Prospective Buyer(s) or Realtor,

Attached are the Application for Sale and the appropriate Howell Park Condominium Documents. The Association has 30 days to approve of this transaction after receiving the following:

- Completed Sale Application Form
- Executed Sales Contract
- \$100.00 application fee; \$45.00 background check and consumer credit report fee; payable to Howell Park Condominium Association
- Allow thirty (30) days for the Application Process
- Interview is required prior to closing

A Standing Real Estate Committee has been appointed to review all such requests. *The prospective buyer(s) will meet with the Real Estate Committee prior to the close of the sale. Failure to meet with the committee could result in a delay in processing. The Real Estate Committee will make a recommendation to the Board.* The Board of Directors has the final responsibility for approving all sale transfers.

The meeting with the Real Estate Committee is informative and educational for the prospective resident(s). The committee reviews condominium procedures and also answers any questions from the prospective buyer(s). This meeting usually lasts 30 minutes to one hour.

Thank you for selecting Howell Park Condominium as your new residence.

Board of Directors  
Howell Park Condominium Association, Inc.

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**“Application for Sale”**

Howell Park Condominium Association is an **“Adult Community for persons 55 years of age or older”**. **Howell Park Condominium Association is not an Assisted Living Facility.**

Howell Park Condominium Association has a **“No Pet”** policy.

Is the unit to be used as a single-family residence (        ) or for rental (        ) purposes?

**Applicant(s) Information**

Applicant Name \_\_\_\_\_  
Date of Birth \_\_\_\_\_ Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Drivers License Number \_\_\_\_\_  
Telephone # \_\_\_\_\_ Cell # \_\_\_\_\_  
E-Mail \_\_\_\_\_

Co-Applicant \_\_\_\_\_  
Date of Birth \_\_\_\_\_ Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Drivers License Number \_\_\_\_\_  
Telephone # \_\_\_\_\_ Cell # \_\_\_\_\_  
E-Mail \_\_\_\_\_

**Other Occupants**

Name _____	Relationship _____	Age _____
Name _____	Relationship _____	Age _____
Name _____	Relationship _____	Age _____

### Residence History (the past five (5) years)

Current Street Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Dates of Residency: From \_\_\_\_\_ To \_\_\_\_\_

Prior Residency Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Dates of Residency: From \_\_\_\_\_ To \_\_\_\_\_

Have you previously lived in a condominium? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you served on the Condominium Board of Directors? Yes \_\_\_\_\_ No \_\_\_\_\_

### Employment History

Applicant Currently Employed? Yes \_\_\_\_\_ No \_\_\_\_\_

Applicant Retired? Yes \_\_\_\_\_ No \_\_\_\_\_

Employed by/ Retired from \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Length of Employment \_\_\_\_\_

Co-Applicant employed by/ Retired from \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Length of Employment \_\_\_\_\_

(If less than 5 years at present employment)

Applicants Prior Employer \_\_\_\_\_

Address \_\_\_\_\_

Dates \_\_\_\_\_ Telephone \_\_\_\_\_

Co-Applicant's Prior Employer \_\_\_\_\_

Address \_\_\_\_\_

Dates \_\_\_\_\_ Telephone \_\_\_\_\_

### Bank References

Bank Reference (Name) \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone \_\_\_\_\_ How Long? \_\_\_\_\_

Bank Reference (Name) \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone \_\_\_\_\_ How Long? \_\_\_\_\_

Please give three (3) references that are not related that can be contacted  
Local references preferred

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone # \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone # \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone # \_\_\_\_\_

The manager of Howell Park Condominiums is available to answer any questions regarding the rules and regulations that govern the Association. If you have any questions, please contact the manager prior to signing this application for occupancy

I (We) have received, read and understand the condominium documents and rules and regulations for Howell Park Condominium Association, Inc. I (We) agree to abide by all the provisions of these documents and by all rules and regulations made pursuant thereto.

By signing, the Applicant recognizes that Howell Park Condominium Association, Inc. or its authorized agent, may obtain and verify a consumer credit report, along with an investigation of my background which may include information regarding my character, banking history, present and prior residential history, and past and present employment history. I (We) agree to indemnify and hold harmless the above Association and its employees, officers, and directors, affiliates, sub-contractors and agents from any loss

expense, or damage which may result directly or indirectly from information or reports obtained.

**Purchaser:** There are certain limitations regarding the use of each residential unit and the common elements. It is your responsibility to know the restrictions and comply with all the rules and regulations contained in the condominium documents. You should obtain, read and understand all the Articles of Incorporation, Declaration of Condominium, By-Laws, Homeowners Manual, and any amendments from the seller, prior to signing this document.

I (We) understand and will comply with all the rules and regulations of Howell Park Condominium Association, Inc.

AS REQUIRED BY LAW, THIS INFORMATION IS KEPT STRICTLY CONFIDENTIAL

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APPLICANT

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DATE

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CO-APPLICANT

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DATE