

Bedford at the Lakes Homeowners Association

Property Address:_____

Date Received:_____

Date of Closing/Lease Commencement Date:_____ (NO EMAIL FILES)

- Sales Contract/Lease
- Application for Vehicle Permit
- Deed Restricted Form
- Vehicle Registration
- Moving Form
- Email Authorization
- Sales Certificate
- Disclosure Summary
- ACH Authorization Form
- **Bedford at the Lakes Application Fee \$100(Non-Refundable)**

Capital Contribution is required for this association, please see Disclosure Summary form.

Please allow 2 weeks turnaround time. A Zoom or Phone interview is required.

\$125 Processing Fee Made Payable to Divine Association Management. Non-Refundable

MAIL TO
(REGULAR MAIL: NO FED EX OR UPS)
113 NW BENTLEY CIRCLE
PORT SAINT LUCIE FLORIDA 34986

Jd:12/2025

Divine Association Management LLC
Jessica Diaz, LCAM

RESALE/LEASE PACKET

Realtor's Name: _____ Company: _____ Phone: _____ Email: _____

Property Address: _____ Closing Date: _____

Information Concerning Applicant:

Name: _____ Name: _____

Present Address: _____

Do you intend to occupy? Yes__ No__

If no: Maintain the home as secondary__ Offer it as rental unit__

Pets: Yes__ No__ Number of Pets _____ Age of Pets _____ Type _____ Breed _____

(Photo and Immunization must accompany packet)

Email Address: _____

If Not mailing address: _____

Spouses Name: _____ Other Occupants _____

Phone: _____ Relationship: _____

Applicants Employer: _____ Phone: _____ Title: _____

Number of Years: _____ Address: _____

Applicants Employer: _____ Phone: _____ Title: _____

Number of Years: _____ Address: _____

Please list names of nearest relatives in case of an emergency.

Name: _____ Address: _____

Phone: _____ Relationship: _____

Did you receive your HOA Documents Yes__ No__ If seller fails to provide a set of Documents to Buyer, a copy can be obtained by Association Management at a cost of \$50.

- I (we) hereby authorize investigation of all answers and references given.
- I (we) hereby abide by all documents and Rules and Regulations of Bedford at Lakes HOA Inc. a copy of which was received from seller.
- Owner(s) agrees that the terms of the attached sales contract are within the requirement of Bedford at the Lakes HOA Inc. Rules and Regulations.
- I (we) hereby agree not to sell to any person who has not been approved by the Association.

Divine Association Management LLC
Jessica Diaz, LCAM

Application for Vehicle

Bedford at the Lakes

Property Address: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Description of Vehicles(s):

<u>Vehicle #1</u>	<u>Vehicle #2</u>	<u>Vehicle #3</u>
<u>Make:</u>	<u>Make:</u>	<u>Make:</u>
<u>Model:</u>	<u>Model:</u>	<u>Model:</u>
<u>Year:</u>	<u>Year:</u>	<u>Year:</u>
<u>Color:</u>	<u>Color:</u>	<u>Color:</u>
<u>Tag:</u>	<u>Tag:</u>	<u>Tag:</u>
<u>State:</u>	<u>State:</u>	<u>State:</u>

*****All information must be completed.**

A copy of Vehicle Registration must be submitted with this application.

Any changes in vehicles must be submitted to the office. Please read the following disclosure:

I understand there are No Commercial vehicle, recreational vehicle campers trailer boat van or truck of any kind allowed on HOA or owners property.

Moving Form

Property Address: _____

I/We _____ understand that the covenants
Bedford at the Lakes prohibit moving into the community on Sunday
and Holiday.

I/we _____ further understand that
the covenants also prohibit any moving vehicles (i.e. moving trucks,
vans and /or trailers) from being parked overnight.

Signature _____ Date: _____

Signature _____ Date: _____

LANDLORD/PURCHASER INFORMATION SHEET

Name: _____
(Purchaser or Landlord)

Property Address: _____

Alternate Mailing Address _____

City _____ State _____ Zip _____

Phone _____ Cell _____

Email _____ (please write legibly)

DEED RESTRICTED COMMUNITY

Bedford at the Lakes

I (we) understand that we are moving to a deed restricted community. I (we) agree to abide by all Documents and Rules and Regulations of Bedford at the Lakes Homeowners Association, Inc., a copy was received from the seller. If seller fails to provide a set of Documents to Buyer, a copy can be obtained by Association Management at a cost of \$50.

Name: _____
(Signature)

Name: _____
(Print)

Name: _____
(Signature)

Name: _____
(Print)

Bedford at the Lakes

Disclosure Summary

1. As a purchaser of property in this community, you will be obligated to be a member of a homeowners association.
2. There have been recorded restrictive covenants governing the use and occupancy of properties in this community.
3. You will be obligated to pay maintenance assessments to the association. Assessments may be subject to periodic change. The current amount is \$720.00 per quarter.
4. You will also be obligated to pay a capital contribution equal to two (2) months' Assessments upon acquiring title. The current amount that will be collected IS \$480.00.
5. You will be obligated to pay a special assessment to the respective municipality, county, or special district. All assessment is subject to periodic change.
6. Your failure to pay any of this assessment could result in a lien on your property.
7. The statements contained in this disclosure form are only summary in nature, and as a prospective purchaser you should refer to the covenants and the association governing documents before purchasing the property.
8. These documents are masters of public records and can be obtained from the record office in the county where the property is located.

Signature_____ Date_____

Signature_____ Date_____

Email Authorization

We want to keep you better informed about the development and issues regarding your investment as an owner in the BEDFORD AT THE LAKES HOA, Inc.

Florida statute states it is against the law to send mass emails to owners without their written consents. By completing, signing, and returning this form, you are authorizing the Board of Directors of BEDFORD AT THE LAKES HOA, Inc. and Divine Association Management to send you agendas of upcoming meetings, reports and actions taken by the Board at those meetings, and updates or special information. Your email address will not be used for any other purpose than those listed in the previous sentence.

Yes _____

I authorize BEDFORD AT THE LAKES HOA, Inc. and Divine Association Management to email me appropriate Notices, agendas, reports, and other information.

Property Address: _____

Name: _____ Name: _____

Email Address: _____ Email: _____

Phone Number _____ Phone: _____

No _____

I do not want to receive emails from Bedford HOA Inc and Divine Association Management except as required by the HOA By-Laws to be **sent by regular mail.**

Signature: _____ Date: _____

Signature: _____ Date _____

(Sales Only)

VOTING CERTIFICATE

BEDFORD AT THE LAKES HOMEOWNERS ASSOCIATIONS, INC.

KNOWN ALL MEN BY THESE PRESENT, THAT THE UNDERSIGNED IS THE RECORD OWNER (S) BEDFORD AT THE LAKES HOMEOWNERS ASSOCIATION, INC, SHOWN BELOW, AND HERBY CONSTITUTE AND DESIGNATES:

(INSERT ONE OWNERS NAME ABOVE)

As the voting representative for the HOMEOWNERS ASSOCIATION unit owned by said undersigned pursuant to the by-laws of the Association.

The aforementioned voting representative is hereby authorized and empowered to act in the capacity herein set forth until such time as the undersigned otherwise modifies or evokes the authority set forth in this voting certificate.

Date This _____ Day of _____, 20_____.

Signature

Signature

(Unit owner's signature-If jointly-owned, both owners' signatures required)

Property Address:

Port Saint Lucie Florida 34986

When there is a corporation or partnership as owners of the property, then a voting representative must be appointed by the corporation or partnership and become the representative. All owners must sign this form to acknowledge this appointment.



Online Communication Portal for all your HOA needs.

We are pleased to announce that we provide all communication online through a secure online portal.

Here you will receive:

- Monthly/Weekly
- Newsletter
- Notices
- Architectural Forms
- Documents
- HOA Documents

Please fill out this form with your contact information. This information is kept strictly confidential to protect your privacy.

Please print clearly

Association Name: _____

Last Name _____ **First Name** _____

Phone Number: _____ **Mobile** _____ **House** _____

***Email Address:** _____

Phone Number: _____ **Mobile** _____ **House** _____

***Only one email per household.**

ITEMS TO BE RETURNED DURING OR AT CLOSING FOR BEDFORD AT THE LAKES, HOA

At closing the seller(s) must provide a copy of the associations governing document which include the articles of incorporation, declaration of covenants, and by-laws to the buyers. These items are located on the HOA website. If seller(s) fail to supply with these documents a \$50 fee will be charged.

A pool key (large medeco) and a pool electronic card needs to be transferred to the new buyer. If the seller fails to do both charges will be incurred and the old key will be disconnected.

Divine Association Management LLC
Jessica Diaz, LCAM

To be completed by Property Manager before Final Approval.

Property for Sale:_____ Date of Inspection:_____

Seller:_____

Buyer:_____

Date of Closing:___ _____

The items below will need to be corrected prior to closing.

Property Manager:_____