

RE-SALE PACKET

The following charges are needed for closing:

Non-refundable Membership Application Fee (check or money order)	\$150.00
Hard Copies of the Association Documents (if requested)	\$100.00

Homeowner/condo Questionnaire Fee: \$150.00 for delivery within 10 business days from date of request. Expedited delivery fee within 3 Business Days: Additional \$100

ESTOPPEL FEES AND DELIVERY INFORMATION:

- Standard Estoppel Fee: \$250 for delivery within 10 business days from date of request
- Delinquent Account: Standard fee plus \$150
- Expedited Delivery Fee Within 3 Business Days: Additional \$100 to Standard and Delinquent estoppel fee
- Refund Process: Refunds will be issued within 30 days of delivery date, upon written notice with reasonable documentation that sale did not take place.

Estoppel requests can be obtained by emailing us at: estoppeljup@campbellproperty.com

Website: www.cpmresales.com

Payment for the Membership Application & Association Documents should be payable to:
Oceana of Hutchinson Island Inc.

Payment for the Estoppel request & Questionnaire should be payable to Campbell Property Management.

If Association Documents are needed, please stop by the Association's office to purchase a copy.
Please note, Association Documents are available on the Associations' website under Documents and Forms:
www.oceananorth1.org

After Closing, please forward a copy of the Deed and all monies collected at closing to:

Campbell Property Management
401 Maplewood Drive
Suite# 23
Jupiter, FL 33458

If you have any questions or concerns, please do not hesitate to contact us via phone at 772-229-3010 or via email
oceananorth.one@gmail.com

Sincerely,
Campbell Property Management
On Behalf of the Board of Directors

Revised January 2024

Oceana North One
9940 South Ocean Drive
Jensen Beach, FL 34957

Office Phone (772)229-3010 Fax (772) 229-7407
E-mail:Oceananorth.one@gmail.com
Website: Oceananorth1.org

APPLICATION FOR MEMBERSHIP

TRANSFER or SALE OF UNIT # _____ **CLOSING DATE:** _____

PRESENT OWNER(S): _____

PROPERTY ADDRESS: _____

Application for Sale/Transfer must be accompanied by a properly executed PURCHASE AGREEMENT, photo ID for buyers, and the required fee of \$150.00 dollars to cover administrative and screening costs. All applications are subject to approval of the Board of Directors of OCEANA of HUTCHINSON ISLAND, INC. Please make checks payable to: **OCEANA OF HUTCHINSON ISLAND, INC.**

APPLICANT(S): _____

CURRENT ADDRESS: _____

TELEPHONE NO. _____ **CELL #** _____

EMAIL ADDRESS _____ **ANY PETS:** _____

YEAR, MAKE, MODEL & COLOR OF VEHICLE:

EMERGENCY CONTACT INFO:

NAME _____ **PHONE** _____

Prior to closing, there will be a meet and greet with at least one of the Welcome Committee Members to go over the Rules and Regulations and other important items with all tenants/occupants over the age of 18.

Upon approval of this application, (I) (We) do hereby agree to abide by the DOCUMENTS and RULES AND REGULATIONS of OCEANA OF HUTCHINSON ISLAND, INC., which have been explained to (me)(us). OCEANA OF HUTCHINSON ISLAND, INC., is hereby authorized to make any inquiries regarding the application from any of the above references. (I)(We) do further understand that the approval of this application is discretionary by the Board of Directors. All information on this form must be filled out and filed with the Association no less than 14 days prior to the intended closing date. All information shall be deemed strictly confidential.

_____ Date: _____

_____ Date: _____

Applicant(s)

Directors

Oceana North One

Unit Information Sheet

Date: ____/____/____

Unit # _____

Last Name: _____ First Name: _____

Unit Telephone: (____) _____ - _____ Away Telephone: (____) _____ - _____

Cell #1 Number: (____) _____ - _____ Belongs to: _____

Cell #2 Number: (____) _____ - _____ Belongs to: _____

Which number would you like in the office phone directory? (CIRCLE ONE)

None Unit Cell #1 Cell #2 Away

E-mail address: _____

Authorization to publish email address in directory Yes () No ()

Does anyone (caretaker/neighbor) have a key to you unit? Yes () No ()

Name & phone number of key holder: _____

Will you be a full-time resident? Yes () No () If no, please list your mailing address:

Street: _____

City: _____ State: _____ Zip code: _____

Authorization to publish alternate address in directory Yes () No ()

Emergency Contact:

Contact Person #1: _____

Relationship: _____ Telephone: (____) _____ - _____

Contact Person #2: _____

Relationship: _____ Telephone: (____) _____ - _____

**PLEASE COMPLETE & RETURN TO THE OFFICE SO WE CAN UPDATE OUR FILES.
THANK YOU!**

Oceana North One

ADMINISTRATIVE INQUIRY AUTHORIZATION

I hereby authorize Oceana North One, to make administrative inquiries regarding this Application for Membership in the Oceana North One Condominium Association from the information furnished by me with the understanding that any and all information received will be held in the strictest confidence and used only for the purpose of approving this Application for Membership. There is no background or financial check as part of this application process.

Signature of Applicant for Membership

Date

Signature of Applicant for Membership

Date

Oceana North One

Give the names and addresses of two references, preferably local, or be prepared to furnish two letters of reference, if requested.

Name: _____ Phone No. _____

Address: _____

Name: _____ Phone No. _____

Address: _____

Bank Reference: _____

Do you intend to use this condominium as your permanent residence? Yes () No ()

Do you intend to use this condominium as a second residence? Yes () No ()

Do you intend to use this condominium as a part-time residence and as a unit to rent to any qualified renters? Yes () No ()

Do you intend to use this condominium as a part-time residence and as a "no charge" unit to be used by your children, relatives and personal friends? Yes () No ()

Do you intend to use this condominium as a rental unit available to any qualified renters for any length of time (no less than 90 days)? Yes () No ()

If approved for membership in Oceana North One, do you agree to abide by the Association's Declaration of Condominium and the membership approved Rules and Regulations, a copy of which is hereto attached? Yes () No ()

I HEREBY ACKNOWLEDGE THAT I HAVE BEEN PROVIDED A COPY OF THE ASSOCIATIONS DOCUMENTS (DECLARATION OF CONDOMINIUM, ARTICLES OF INCORPORATION OF THE ASSOCIATION, BY-LAWS, RULES AND REGULATIONS). I agree to abide by the documents and rules and regulations as set forth by the Association.

Signature

Date

PET APPLICATION

UNIT # _____ NAME OF PET _____

TYPE/BREED _____ WEIGHT _____ AGE _____

_____ COPY OF PET’S UP-TO-DATE VACCINATION RECORD ATTACHED *

_____ RECENT PICTURE OF PET ATTACHED

PET RULES AND REGULATIONS

1. An owner’s pet may be kept in the condominium with the express written approval of the Board of Directors. That is, this application must be approved and signed.
2. No Unit owner may have more than one pet. Approved pets cannot exceed 20 pounds at any time during its life.
3. Pet is to occupy the apartment only while owners are in residence.
4. Dogs must be on a leash at all times when in elevators, the lobby, and on the common walkways to prevent risk of injury to other residents. The leash must be 4 feet or less until they get to the southern end of the building.
5. When entering an elevator with a pet, offer to wait for another car unless occupants voice no objections.
6. No pet may be tied to any common element of the building.
7. Unit owners are to use ONLY the southern end of the property for dog walking. The area between the most southern curb and the white Miramar wall is the only designated dog walk area on the property. [Note: All other areas of the property are treated with chemicals.]
8. Unit owners must pick up and properly dispose of all droppings. This includes any “accidents” that may occur on the way in or out of the building in elevators and common areas.
9. Pets are prohibited in these areas: the Social Room and the pool area, including pool deck.
10. Vaccinations and registration information must be updated yearly with forms submitted to the Management Office.
11. Noise must be controlled. If any pet becomes annoying to any unit owner, the pet owner will be advised, and must immediately correct the problem. If the problem is not corrected the issue will be taken up by the Rules and Enforcement Committee and/or the Board of Directors. Actions may include rescinding approval for the pet to be kept in the condominium.

OWNERS NAME(S)

BOARD MEMBER SIGNATURE

OWNER’S SIGNATURE

DATE

DATE _____

***NOTE:** Pets of owners must be vaccinated, as stated in the Rules and Regulations. IF the owner stipulates that the dog/cat is exempt from vaccination due to some physical issue, the Board has decided to defer to St. Lucie County —which requires vaccinations for dogs/cats over 4 months old but has a review process with experts for exemptions as part of their registration process. In short, only St. Lucie County can give the exemption for vaccination and the Board will accept the approved county registration documents as proof of exemption.

PLEASE CONTACT THE OFFICE FOR FURTHER INSTRUCTIONS FOR SERVICE ANIMALS WITH WRITTEN DOCUMENTATION.

Oceana North One

Management Entry Authorization

I, _____ being the Deeded owner(s) of Oceana North One Condominium, Unit # _____, 9940 South Oceana Drive, Jensen Beach FL 34957, do hereby authorize the Association's Manager or designated employee to enter into and upon my unit only after it's been vacated by myself, guests, or lessees, solely for the purpose of inspection to insure that the unit's water supply valve is closed. If such valve is found open, it shall be closed at the time of inspection and the water heater electrical circuit breaker shall immediately be switched to the OFF position.

In addition, I do hereby authorize the Association's Manager and designated employee to enter into and upon my unit in case of an emergency.

The authorization agreement relieves the Association and its employees from claim of property loss and damage to the property.

Signature

Date

Print Name

Signature

Date

Print Name

HURRICANE SHUTTERS WILL BE CLOSED TO ENSURE NO DAMAGE TO THE PROPERTY FROM WIND/RAIN

Question & Answer Sheet 2024

What are the Association Maintenance fees?

Oceana has different maintenance fees depending on the size of the unit. The budget and quarterly dues were amended on November, 2023.

- 1 bedroom unit – 1st quarter \$2,765.05
- 2 bedroom interior unit – 1st quarters \$3,058.25
- 2 bedroom corner unit – 1st quarter \$3,349.51

When are the Association Maintenance fees due?

All fees are billed quarterly and are due on the first day of the following months, January, April, July & October. Any payment received after the 15th of the month noted above is considered delinquent and is assessed a \$25.00 per month late fee and 1.5% interest.

When is the Annual Members Meeting of the Association?

The Annual Members Meeting is held on the 1st Saturday in February at 10:00 am, OR at such other date and time as shall be selected by the Board of Directors.

What are my voting rights as an owner?

Each unit may cast only one vote at any members meeting. If an owner(s) owns more than one unit he/she may cast an additional vote for every unit owned. Corporate owned or multiple owner units must designate a voting member.

Does the Association maintain Reserve Accounts?

Yes. The Association has a total of 21 separate reserve categories totaling approximately \$ 697,404. as of August 31, 2023. A new reserve study will be done in early 2024.

How many people serve on the Board of Directors?

This Association is run by a five (5) person Board and a property management company with 1 part-time licensed manager. 1 full-time administrative assistant.

Are there any employees working for the Association other than the manager?

Oceana has two (2) full time and one (1) part time maintenance men.

What are the rental restrictions?

Rentals must be a minimum of 90 days, limited to 2 per year. Renters, guests of renters and visitors are not allowed to have pets in the condo. Service animals or emotional support animals require board approval. Condo units be used as a single family residence, no commercial/business is allowed to operate in the building. There is a \$150.00 application fee and the application must be approved by the Board of Directors prior to the start date of any lease or rental agreement.

Is the Condominium Association involved in any litigation in which it may face liability in excess of \$5,000.00?

No

Do I have to be a member of any other Association other than the Condominium Association? If YES, what is the name and what are my financial responsibilities?

Yes, Oceana of Hutchinson Island Inc. has a 99 year membership agreement with Oceana Association Inc. (Rec. Association). Oceana N I pays 44% of the total cost of maintaining the Rec. area and Oceana N-II pays 56%. Our portion currently costs us \$ 31,366.50 per quarter. The Recreation Association expenses are included in the maintenance fees noted in the first question.

Are there currently any special assessments?

Yes. There is a single special assessment due on November 1, 2023 for completion of the concrete restoration project. Amounts due by unit are:

- 1 Bedroom unit - \$ 1,780.00
- 2 Bedroom interior unit - \$ 1,969.00
- 2 Bedroom corner unit - \$ 2,156.00

What is the process for re-sales?

All prospective buyers must complete an application, provide photo ID, and a pay a \$150 application fee. Two members of the Board of Directors will review the application for administrative compliance, then a Certificate of Approval will be issued. All new owners are required to attend an orientation with a representative from the Board of Directors within the first 30 - 60 days of ownership to acquaint you with the community and answer any questions you may have.

Must each unit owner carry insurance for the interior of the unit (H06 policy)?

Yes, the Association By-laws (pg. D-33) specify that the contents of each unit shall be insured by the unit owner. The association should be provided a certificate of insurance coverage.

Certificate of Appointment

Of Voting Representative

To the Secretary of: Hutchinson Island, Inc. (the "Association"), 9940 South Ocean Drive, Jensen Beach, FL 34957.

THIS IS TO CERTIFY that the undersigned, constituting all of the record owners of Unit No. _____

In Oceana of Hutchinson Island, Inc. have designated _____
(Name of Voting Representative)

as their representative to cast all votes and to express all approvals that such owners may be entitled to cast or express at all meetings of the membership of the Association and for all other purposes provided by the Declaration, the Articles and By-laws of the Association.

The following examples illustrate the proper use of this Certificate:

- i) Unit owned by Bill and Mary Rose, husband and wife. No Voting Certificated is required.
- ii) Unit owned by John Jones. No Voting Certificate is required.
- iii) Unit owned by John Doe and his brother, Jim Doe. Voting Certificate is required, signed by both, designating either John or Jim as the Voting Representative, not a third person.
- iv) Unit owned by Overseas Corporation, Inc., a Corporation. Voting Certificate must be filed designating person entitled to vote, signed by President or Vice President of the Corporation and attested to by Secretary or Assistant Secretary of the Corporation.

This Certificate is made pursuant to the Declaration and the By-laws and shall revoke all prior Certificates and be valid until revoked by a subsequent Certificate.

Owner/Corporate Officer

Owner/Corporate Officer

Owner

Owner

Date _____

NOTE: This form is not a proxy and should not be used as such. Please restrict its use to the owners of the entity.