



St. Lucie West Country Club Estates (CCE) Association, Inc.

LEASE RESALE PACKAGE

(Applications can only be processed when they are complete)

Applications must be submitted thirty (30) business days prior to leasing occupancy.

A complete application package will include the following:

- A completed application with all signatures, acknowledgement of deed restrictions and copies of driver's licenses and vehicle registration.
- Name, address, telephone number of the Realtor(s). If it is a resale, the name of the Title Company, address, telephone number and closing date.
- A copy of the completed lease/sales contract, including signatures and processing fee. (See below)
- Application Processing Fees made payable to **SLW County Club Estates Association, Inc.**
 - \$100.00 Submission of application 30 days or more from closing date.
 - \$150.00 Submission of application Less than 25 days from closing date.
 - \$250.00 Submission of application less than 10 days from closing date.

ALL FORMS AND DOCUMENTS INCLUDING ESTOPPEL REQUESTS AND FEES FOR ORDERING MAY BE OBTAINED at: <https://countryclubestates.communitysite.com> OR Direct from accounting at <https://www.renecpa.com>.

CAPITAL CONTRIBUTION is \$1000.00 for CCE to be paid at closing for all new sales. For sales in Fairway Isles, an additional capital contribution of \$500.00 will also need to be paid at closing.

FOR NEW HOME BUILDS OR REALES – If a white aluminum lighted mailbox is not already in place or your existing lighted mailbox requires replacement, you are required to contact the **Beautiful Mailbox Company at 305-403-4820** to arrange for payment and installation of the approved lighted mailbox, **The Large Hatteras Design Mailbox/Lamp Combo**. Other vendors may carry similar lighted mailboxes; however, the homeowner is responsible for obtaining approval from the Architectural Review Committee (ARC) with a diagram with dimensions, prior to purchasing and installation. Replacement white Solar Light Kits for the approved white mailboxes can be purchased at Home Depot.

NOTE: THIS REQUIREMENT IS NOT APPLICABLE AT THE FOLLOWING NEIGHBORHOODS: CCE POINTE, THE SANCTUARY AND FAIRWAY ISLES.



St. Lucie West Country Club Estates (CCE) Association, Inc.

Application for Lease:

Property Address: _____ Date: _____
Realtor/Rental Agent: _____ Phone: _____
Email: _____

Leasing Information:

Lease period from: _____ to: _____
Applicant Name: _____ Email: _____
Applicant Contact Phone: _____ Cell: _____
Co-Applicant Name: _____ Email: _____
Co-Applicant Contact Ph: _____ Cell: _____
Present Address: _____
Billing Address (if different from above): _____

LANDLORD AUTHORIZATION LETTER FOR RFID TAGS

Tenants will need to contact Lifestyles Management Group LLC to obtain their RFID Tags. There is a maximum of four (4) Tags available per residence, two (2) will be given at no charge at closing, the remaining two (2) will be \$50.00 per Tag.

As the Owner(s) and Landlord(s) I/We will provide the vehicle registration form for my/our tenants to St. Lucie West Country Club Estates Association, Inc., including all DRIVER'S LICENSE NUMBERS, VEHICLE TAG NUMBERS, and attach it to this form. I/We will also provide them with a quick reference guide of the Associations Covenants and By-laws.

Signature: _____ Print Name: _____

Mailing/Billing Address: _____

Lease Application Continued page 5



St. Lucie West Country Club Estates (CCE) Association, Inc.

RESALE PACKAGE

Property Address: _____ Date: _____

Realtor/Rental Agent: _____ Phone: _____

Email: _____

NOTE:

- Approval for Purchase (COA) must be recorded with the Warranty Deed.
- Please ensure that a copy of the Warranty Deed is emailed to Kathy@renecpa.com and LMG@lifestylesmanagementgroup.com.
- Ownership records will only be changed when the Deed is received.
- If you are purchasing a gate opening actuator (RFID tag), please bring a copy of the Deed or closing statement as proof of ownership.

Your application should be e-mailed to lmg@lifestylesmanagementgroup.com.

Or USPS Mailed or Delivered to:

SLW Country Club Estates (CCE)

Lifestyles Management Group

1860 SW Fountainview Boulevard, Suite 36

Port Saint Lucie, Florida 34986

Sales Information:

Closing Date: _____ Title Co: _____ Phone: _____

Title Co/Agent Email: _____

Applicant Name: _____ Email: _____

Applicant Contact Phone: _____ Cell: _____

Co-Applicant Name: _____ Email: _____

Co-Applicant Contact Ph: _____ Cell: _____

Present Address: _____

Billing Address (if different from above): _____

If you are purchasing, do you intend to occupy the home: YES NO

Occupant(s) other than the immediate family:

Name: _____ Relationship: _____ Age: _____

Name: _____ Relationship: _____ Age: _____



St. Lucie West Country Club Estates (CCE) Association, Inc.

To be completed for Either Lease or Sale:

Applicant Employer: _____ **Phone:** _____

Address: _____

Job Title: _____ **# of Years:** _____ **Supervisor:** _____

Co-Applicant Employer: _____ **Phone:** _____

Address: _____

Job Title: _____ **# of Years:** _____ **Supervisor:** _____

Pet(s): _____ **YES** _____ **NO**

Breed: _____ **Weight:** _____

Breed: _____ **Weight:** _____

References, other than family members:

Name: _____ **Phone:** _____

Name: _____ **Phone:** _____

Name: _____ **Phone:** _____

Nearest Relative, in case of emergency: _____

Phone: _____ **Relationship:** _____

Statement of Understanding:

I/We fully authorize investigation of all answers and references given.

I/We hereby agree to abide by all Documents and Rules and Regulations of SLW COUNTRY CLUB ESTATES ASSOCIATION, INC., a copy of which was received from the Landlord/Seller. _____ **YES** _____ **NO**

If the property is inside the gates, I/We require One _____ Two _____ gate opening actuators. Lessees are required to have permission from the Landlord – see application Page 8.

Owner and/or Landlord agree that the terms of the attached lease or contract are within the requirements of SLW COUNTRY CLUB ESTATES ASSOCIATION, INC. Rules and Regulations.

As Owner(s), I/We will not rent or sell to any person(s) who has/have not been approved by the Association prior to the transaction.

Buyer: _____ **Date:** _____

Buyer: _____ **Date:** _____



St. Lucie West Country Club Estates (CCE) Association, Inc.
APPLICATION FOR VEHICLE PERMIT

TO BE COMPLETED FOR EITHER LEASE OR SALE

1. All information requested must be completed on this form.
2. The vehicle(s) is/are outlined in Article 5, Paragraph E of the Declaration of Covenants as paraphrased, "Motorcycles, all-terrain vehicles including trailers, boats, vans, campers, motor homes or buses."
3. It is understood that any of the vehicles described above, if listed below, must be parked in the garage.
4. A copy of each vehicle owner's driver's license must be attached to the application.

Name: _____ Phone: _____
Property Address: _____

Description of Vehicles:

VEHICLE #1:

Vehicle registered to: _____
Street Address: _____
City: _____ State: _____ Zip Code: _____
MAKE: _____ MODEL: _____ YR: _____
VEHICLE TAG NO: _____ STATE REGISTERED IN: _____

VEHICLE #2:

Vehicle registered to: _____
Street Address: _____
City: _____ State: _____ Zip Code: _____
MAKE: _____ MODEL: _____ YR: _____
VEHICLE TAG NO: _____ STATE REGISTERED IN: _____

FOR ASSOCIATION USE ONLY:

The above application is: Approved: _____ Not approved: _____
If not approved, reason for non-approval: _____

Signed by: _____ Printed Name: _____
Position: _____ Date: _____



St. Lucie West Country Club Estates (CCE) Association, Inc.

ACKNOWLEDGEMENT OF DEED RESTRICTIONS

SALES AND LEASE APPLICANTS

THE SELLER / LEASOR MUST PROVIDE A COPY OF THE ASSOCIATION’S “AMENDED AND RESTATED DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR ST. LUCIE WEST COUNTRY CLUB ESTATES,” WHICH INCLUDES THE ARTICLES OF INCORPORATION, DECLARATION OF COVENANTS AND RESTRICTIONS THE BY-LAWS TO THE BUYER(S). IF SELLER(S) FAILS TO SUPPLY THE BUYER LEASEE WITH THESE DOCUMENTS, ADDITIONAL COPIES OF THE GOVERNING DOCUMENTS MAY BE OBTAINED BY VISTING: COUNTRYCLUBESTATES.COMMUNITYSITE.COM

LINK: SLW Country Club Estates | HOA in Port Saint Lucie, FL

I/We understand that I/We are moving into a DEED RESTRICTED COMMUNITY. I/We have received the documents of the Association and agree to abide by them.

OWNER/TENANT

SIGNED: _____ PRINTED NAME: _____ DATE: _____

SIGNED: _____ PRINTED NAME: _____ DATE: _____



St. Lucie West Country Club Estates (CCE) Association, Inc.



Dear New Resident:

The Board of Directors of SLW Country Club Estates welcomes you to our community. The information provided below will assist you with respect to our community, the rules and regulations, and your points of contact in the event you have questions as you familiarize yourself with our community.

Country Club Estates consists of 548 homes and is divided into eleven (11) neighborhoods. Each neighborhood has a representative, and those eleven (11) representatives make up the Board of Directors. The list below provides you with the names and email addresses of the neighborhood representative/board members.

Mr. Don Berkshire

theberkshires@yahoo.com

Bent Pine Cove – President

Mr. Joe Peduto

peduto@bellsouth.net

Moonlite/Starlite Cove – Vice President

Ms. Susan Brown

Susan.pga@gmail.com

The Estates - Director (Secretary)

Ms. Linda Siciliano

Lsiciliano7@gmail.com

Country Club Pointe – Director (Treasurer)

Mr. Bob Maloney

Worththewait15@gmail.com

Presidential Cove - Director



St. Lucie West Country Club Estates (CCE) Association, Inc.

Ms. E. Bonnie Lindsay

Ebennie13@snet.net

Hamptons, Director

Mr. Randy DeFrehn

Randy.defrehn@gmail.com

Fairway Isles, Director

Mr. Harold Nicholson

brsup@aol.com

Live Oak/Cottonwood, Director

Mr. Robert Murcott

rsstormmurcott@comcast.net

Cedar Cove, Director

Ms. Cynthia Lite

Lite1407@comcast.net

Mirror Lake, Director

Ms. Sandi Wood

Sandan6@aol.com

The Sanctuary, Director

The Association Board Meetings are being held at 6:00 p.m. on the last Tuesday of each month at the Lakeview Terrace Clubhouse, 951 SW Country Club Drive. The Board welcomes all homeowners to attend the monthly meetings.

SLW Country Club Estates is managed by:

LIFESTYLES MANAGEMENT GROUP (LMG), LLC

1860 SW FOUNTAINVIEW BLVD., STE 100

PORT SAINT LUCIE, FL 34986

lmg@lifestylesmanagementgroup.com

(772) 236-0141

Please ensure that LMG has your current email on file, as numerous communications are sent via email to save time and money. Please contact the office to make sure you are set up on the community website. The website address for CCE is:

<https://countryclubestates.communitysite.com>



St. Lucie West Country Club Estates (CCE) Association, Inc.

On <https://countryclubestates.communitysite.com> you will find all the necessary documents pertaining to our rules and regulations. It contains:

- **Calendar** with upcoming events in our/your new community.
- **Restated and Amended Documents and By-Laws**, which replaced the “Blue Book” some of you may have seen referenced in your closing paperwork.
- **Quick Reference Guide**, which will provide you with a summary of pertinent information regarding our community association including the Architectural Review Committee (ARC), whose approval is required for any changes you wish to make to the outside of your home.
- **Payments**, which will show you how to enroll in and pay your quarterly Maintenance Fees.
- **Forms**, which include but are not limited to ARC request form, Sales/Lease Application, Owner Update Information, etc.

It is the responsibility of all homeowners to be familiar/adhere with these documents and the By-Laws governing Our Community. You made an application to join our community, and we have accepted you. Please do your part and help us keep our community a wonderful place to live, raise your family and be safe.

HOA maintenance fees are paid quarterly due on January 1st, April 1st, July 1st and October 1st. For assistance in setting up automatic payment of your HOA dues, please contact our financial services partner:

René & Associates, PA, CPA's
550 Heritage Drive, Suite 180
Jupiter, FL 33458
Office: (561) 626-8876, Fax: (561) 626-9411
Email: contact@renecpa.com
Website: www.renecpa.com

If you live inside the gated area, you will be required to register your vehicles, submitting a form located on our website for an RFID windshield tag for access through the gate control system. These tags are limited to residents ONLY. You will be authorized two (2) tags free of charge. Two (2) vehicle tags up to a maximum of four (4) per address are available for purchase of \$50.00 each. There is an informational presentation on our website to explain the system.

Please contact Lifestyles Management Group to obtain your tag(s) and make sure you are listed in the call box. The call box will enable you to enter if you are not in your vehicle or for visitors' entry after the 8:00 p.m. daily closure of the Gate House. We hope you find this information helpful. Again, welcome to SLW Country Club Estates. Thank you,

Don Berkshire, President