

**REQUEST FOR APPROVAL OF UNIT PURCHASE  
AT TANGERINE BAY CLUB, A CONDOMINIUM**

Pursuant to Article 12 of the Declaration of Condominium, the sale or transfer of title to a Unit must be approved by the Board of Directors of Tangerine Bay Club Association (Association). This Request of Approval must be completed by the current Owners and the Buyers, and must be signed by the current Owners and Buyers.

A copy of the executed Purchase & Sale Agreement plus the Condominium Rider must be attached with no redaction of information. **The Association's review of the Purchase & Sale Agreement and Condominium Rider is incidental to its application review process and is not intended to be relied on as any representation of its terms or conditions.**

Note that all information provided in a Request for Approval is confidential under Section 718.111(12)(c)(2) Florida Statutes and is not accessible to any other Unit Owner except for the Association's Authorized Agent.

**Unit and Sale Information**

Unit # \_\_\_\_\_ Building # \_\_\_\_\_ Sale Price \$ \_\_\_\_\_ Date of Closing \_\_\_\_\_

**Unit Owner Information**

Name of Current Owners \_\_\_\_\_

Mailing Address after Closing \_\_\_\_\_

Phone number \_\_\_\_\_ Email Address \_\_\_\_\_

**Buyer (Applicant) Information**

Name of Applicants #1 \_\_\_\_\_ #2 \_\_\_\_\_

Date of Birth for Applicants #1 \_\_\_\_\_ #2 \_\_\_\_\_

Social Security # or Driver's License # & State #1 \_\_\_\_\_

#2 \_\_\_\_\_

Current Mailing Address (no PO Box) \_\_\_\_\_

Phone Numbers #1 \_\_\_\_\_ #2 \_\_\_\_\_

Email Addresses #1 \_\_\_\_\_ #2 \_\_\_\_\_

Please state the exact name or names of the Buyers to be set forth on the Unit's Deed:

\_\_\_\_\_

Any approval provided by the Association in response to this Request for Approval shall be void and of no force or effect unless the Deed of Conveyance recorded in the public records of Sarasota County sets forth the exact names of the Buyers as set forth above.

Section 7.3 of the Declaration of Condominium prohibits a non-natural entity such as a corporation from purchasing a Unit unless the Board approves the acquisition of title by the non-natural entity and the designation of a specific family or individual as the primary contact. If the applicant intends to take title of the Unit in the name of a non-natural entity, please provide the name of the entity, the type of entity, the state in which formed, the owners and principals of the entity and the name of the individual or family who will be designated as the primary occupant.

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**Employer and Reference Information for BUYERS**

Name of Employer #1 \_\_\_\_\_

Type of Work #1 \_\_\_\_\_

Name of Employer #2 \_\_\_\_\_

Type of Work #2 \_\_\_\_\_

**References for BUYERS** – Please provide two references.

Name of Reference \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Name of Reference \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

**ASSOCIATION QUARTERLY FEES** are due on January 1, April 1, July 1, and October 1.

**BUYER:** Check here \_\_\_\_\_ to acknowledge the current quarterly fee of \$ \_\_\_\_\_.

**SELLER:** If Seller is aware of an upcoming change in the Association’s quarterly fee, please check here \_\_\_\_\_ to acknowledge that it has been disclosed to Buyer and state the upcoming new quarterly fee here \_\_\_\_\_ and its effective date here \_\_\_\_\_.

**SPECIAL ASSESSMENTS** are due as determined by the Board of Directors.

**BUYER:** Check here \_\_\_\_\_ to acknowledge the following upcoming Special Assessments as disclosed to you by the Seller:

\$ Amount per Unit \_\_\_\_\_ Due Date \_\_\_\_\_ Purpose \_\_\_\_\_

\$ Amount per Unit \_\_\_\_\_ Due Date \_\_\_\_\_ Purpose \_\_\_\_\_

**LITIGATION INVOLVING THE ASSOCIATION**

**SELLER:** Check here \_\_\_\_\_ to acknowledge you have disclosed to the Buyer any pending litigation that involves the Association and enter the litigation name below, or check here \_\_\_\_\_ to indicate no pending litigation.

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**SINGLE FAMILY ONLY**

**BUYER:** Section 7.2 of the Declaration of Condominium requires a Unit only be used for single-family residential use and restricts the business or trade permitted to be conducted in a Unit. Indicate the names and relationships of all persons who will occupy the Unit:

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**UNIT RENTAL**

**BUYER:** Sections 7.12 and 12.3 of the Declaration of Condominium restrict the leasing of Units. **No Unit may be leased for less than 60 continuous days or more than twice in any calendar year.** Check here \_\_\_\_\_ to acknowledge these restrictions and, if you intend to lease your Unit, check here \_\_\_\_\_ to acknowledge that the **Board must approve any lease of the Unit in advance.**

**MOTOR VEHICLES**

**BUYER:** Check here \_\_\_\_\_ to acknowledge the following owner vehicle and parking restrictions:

- No more than two (2) vehicles per Unit are allowed and both must be housed in the garage assigned to the Unit.
- No owners’ vehicles may be parked outside overnight.
- Commercial vehicles, boats, campers, trailers, and similar vehicles may not be parked overnight on the property but may be housed in the Unit’s garage provided they do not create a nuisance when being transported.

Please provide the manufacturer’s name, model, year, color, and license number, including state of issuance, for every vehicle to be kept a Tangerine Bay Club.

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**PETS**

**BUYER:** Section 7.7 of the Declaration of Condominium prohibits an owner from having or maintaining a pet of any kind unless approved by the Board. **No more than two (2) small pets (dog and/or cat but no other animal) which when fully grown would be no larger than 22 pounds in weight and 16 inches in height (at the shoulder) are permitted in any Unit.** Check here \_\_\_\_\_ to acknowledge this restriction.

**BUYER:** Check here \_\_\_\_\_ if you will be requesting approval of a pet. If so, state below the breed, color, height, and weight of the pet. **The pet(s) must be approved separately by the Board using the TBC Pet Registration Application available on the TBC website or from the General Manager.**

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**ASSOCIATION DOCUMENTS**

**SELLER:** Check here \_\_\_\_\_ to confirm you have provided the Buyer a copy of the following Association documents:

- Declaration of Condominium
- Bylaws
- Articles of Incorporation
- Rules & Regulations
- Frequently Asked Questions

**BUYER:** Check here \_\_\_\_ to confirm you have received, read, and understand the following Association documents.  
*Your signature on the next page indicates that you agree to abide by the provisions of the following documents:*

- Declaration of Condominium
- Bylaws
- Articles of Incorporation
- Rules & Regulations
- Frequently Asked Questions

The applicants understand the Association may, pursuant to the Fair Credit Reporting Act, obtain a consumer credit report on the applicants signing this application, and criminal history information from the Florida Department of Law Enforcement. By signing this application, the applicants hereby consent to the Association obtaining a consumer credit report and criminal history information and considering those reports in connection with the review of the application. Notwithstanding anything in the Declaration of Condominium to the contrary, a criminal history information shall only be used to determine if the person seeking approval (which shall include all proposed occupants) has been designated by a court as a sexual predator or sexual offender, been convicted of the manufacture or distribution of a controlled substance as defined under the Federal Controlled Substances Act, or been convicted of a felony crime involving violence to persons or damage to property. For purposes of applying the foregoing factors, arrests shall not be considered, nor misdemeanor offenses, and the nature, severity and recency of the crime shall be considered, as well as what the convicted person has done since a conviction. The Association may disregard a conviction if the facts warrant it.

**SUBMISSION & APPROVAL**

Check here \_\_\_\_\_ to confirm that a **non-refundable check for \$100 payable to Tangerine Bay Club Association is attached** representing the transfer review fee required under the Declaration of Condominium.

**Please return the fully completed Request application, a copy of the signed Purchase & Sale Agreement with the Condominium Rider** and a check payable to the Association in care of its General Manager, Michael Canacari, 390 Gulf of Mexico Drive, Longboat Key, FL 34228.

- **Section 12.6 of the Declaration of Condominium requires the current Owner to have all assessments, fines, and other charges against the Unit paid in full before approval.**
- Upon the Seller’s fully paid account with the Association and receipt of a completed and executed application, including the transfer fee, the Association has 30 days within which to accept or reject the application.

The undersigned Buyers verify that to the best of their knowledge all information contained in this application is current and accurate.

\_\_\_\_\_  
Buyer /Applicant Signature Date: \_\_\_\_\_

\_\_\_\_\_  
Buyer /Applicant Signature Date: \_\_\_\_\_

The undersigned Owners verify that to the best of their knowledge all information contained in this application is current and accurate.

\_\_\_\_\_ Date: \_\_\_\_\_  
Current Owner Signature

\_\_\_\_\_ Date: \_\_\_\_\_  
Current Owner Signature

**BOARD OF DIRECTORS' APPROVAL**      \_\_\_\_\_ **Approved**      \_\_\_\_\_ **Disapproved**

**Association Authorized Agent:**

\_\_\_\_\_ Signature      \_\_\_\_\_ Title      \_\_\_\_\_ Date

*Form: 2023 Request for Unit Purchase*