



DELRAY VILLAS PLAT 1  
Homeowners Association Inc.  
PO BOX 7228 Delray Beach FL 33484  
561-235-2632

### Notice of Impending Sale, Transfer or Conveyance of Villa/Home

A homeowner who enters into a written agreement to sell, transfer or convey title to his/her Villa/Home, shall within thirty (30) days provide the following information to the Delray Villas Plat 1 HOA:

- A copy of signed contract
- A completed "Purchase Application Form"
- A copy of License or government approved photo identification.
- A signed "Pet Affirmation Form"
  - If yes, an updated veterinary immunization record for the pet. (If a dog, or cat the weight of dog) as well as a photo of the pet. **Refer to DV Plat 1 Rules & Regulations Section 4. Pet/Animal Rules.**
- A signed "Consent to Receive Association Notices by Email" form.
- Emergency contact information form
- Receipt of Governing Documents form
- The application fee of \$100 in check or money order. Payable to Delray Villas HOA Plat 1. This fee is non-refundable.

### TO BE COMPLETED BY COMMITTEE AT THE INTERVIEW

Approximate Closing Date: \_\_\_\_\_

Non-Refundable Fee PD: Yes No Check/MO \_\_\_\_\_

Proof of Identification: Yes No Type \_\_\_\_\_ Copy Yes No

Pet Affirmation Form: Yes No N/A Type of Pet \_\_\_\_\_

Copy of immunization record, weight, photo: Yes No N/A

Signed Consent to Receive emails: Yes No

Emergency contact information: Yes No

Receipt of Governing Documents form: Yes No

Will Owner be residing within the community: Full time: Part time: