

**IMPERIAL GOLF ESTATES
HOMEOWNERS ASSOCIATION, INC.**

c/o: Vesta Property Services
27180 Bay Landing Drive, Ste. 4, Bonita Springs, FL 34135
Ph. (239) 947-4552 Email: adifillipo@vestapropertyservices.com

PURCHASE APPLICATION FORM

*Submit this form with **ALL** required enclosures at least **TWENTY (20) DAYS** prior to closing to allow for processing time.*

Seller Name: _____

Property Address _____

Closing Date: _____ Date of Occupancy: _____

THE UNDERSIGNED HEREBY MAKES APPLICATION FOR OWNERSHIP IN IMPERIAL GOLF ESTATES HOMEOWNERS ASSOCIATION, INC. I/We represent that the following information is complete and true, and agree that any misrepresentation in this application will justify fines up to the limit permitted under Florida law.

Buyer: _____ Phone: _____ Email: _____

SS#: _____ Drivers License: _____ DOB: _____

Spouse/ Co-Applicant: : _____ Phone: _____ Email: _____

SS#: _____ Drivers License: _____ DOB: _____

How will Name(s) appear on the Deed? _____

Present Address: _____

City: _____ State: _____ Zip: _____

The Homeowners Documents of Imperial Golf Estates Homeowners Association, Inc. Provide an Obligation of property owners that all homes are for "Single Family" Residence only. Please state the name and age of all other persons who will be occupying the home regularly.

Occupants other than applicant and spouse:

Name: _____ Age _____ Name _____ Age _____

Name: _____ Age _____ Name _____ Age _____

I am purchasing this property with the intention to:

_____ Reside here on a full time basis _____ Reside here on a part-time basis _____ Lease the home

Please list your mailing address, phone number & email for all correspondence with this association

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone (H): _____ (C): _____ Email: _____

Auto #1 Make/Model _____ Color _____ Yr. _____ Tag# _____ ST _____

Auto #1 Make/Model _____ Color _____ Yr. _____ Tag# _____ ST _____

Emergency Contact: _____ Phone: _____ Email: _____

Realtor: _____ Phone: _____ Email: _____

Title Co/Agent: _____ Phone: _____ Email: _____

Initial _____ Initial _____ Each new owner shall be responsible to pay a "Transfer Fee" for single-family homes, in the amount of \$1,500.00. This amount will be included in the closing of any property as a cost to the buyer.

Initial _____ Initial _____ I/we understand and agree that the association in the event it approves a Lease, is authorized to act as the owner's agent with full power and authority to take whatever action may be required, including eviction, to prevent violations by Lessees and their guests of provisions of the Documents and the Rules and Regulations of the Association.

Initial _____ Initial _____ I/we understand that if the property under contract to be sold has a non-conforming mailbox, I/we as the buyer must have the seller replace the mailbox with Mailbox & Development Signage LLC 239-262-1165 before this application is approved. The two approved mailboxes are "The Barcelona" or "The Imperial" which may be view on our website www.imperialgolfestates.info

I/We hereby certify by the undersigned signatures(s) the Association Documents, By-Laws and all Rules and Regulations have been received, read and understood before entering into any agreement for the purchase of the above mentioned property and before the execution of this application form. The undersigned acknowledges that the governing documents are subject to change by amendments approved by the board of directors from time to time and that the undersigned will comply with any and all of such amendments as well as with the Rules & Regulations as they exist at the time this application form is executed by the undersigned. *(Seller should provide buyer with Community Association documents or they may be obtained through Collier County. Vesta Property Services does not provide Association documents)*

AUTHORIZATION: I/We hereby authorize Vesta Property Services, LLC and/or Imperial Golf Estates HOA to verify all information contained on the application and conduct a full background check, including but not limited to credit, employment, income, eviction, and criminal and authorize that they contact any persons or companies listed on the application.

➔ BUYER SIGNATURE _____ Print name _____ Date _____

➔ BUYER SIGNATURE _____ Print name _____ Date _____

The following items ***MUST*** be included at the time the application is submitted to Vesta Property Services.

- Fully completed application with 3 Personal References (non-family members)
- Copy of the purchasing agreement with HOA Disclosure
- **\$150.00** Non-Refundable Application fee payable to **Imperial Golf Estates Homeowners Association**
- **\$75.00** Background Check Non-Refundable Fee per Occupant over the age of 18 & front copy of driver's license for each, payable to: **Imperial Golf Estates Homeowners Association** (can be one check)
- **\$75.00** Application Processing Fee payable to **Vesta Property Services**
- Submit to: Vesta Property Services 27180 Bay Landing Dr., Suite 4 Bonita Springs, FL 34135

Action of Board of Directors:

Date: _____ Approved _____ Disapproved _____

Reason: _____

By: _____
Board Member Title Date

Character Reference Form

Date: _____

Applicants Reference Name: _____

Address: _____

Phone: _____

Your Name was given to us as a Personal reference by _____
(Name of purchaser)

He/She/They will be purchasing a home in Imperial Golf Estate Homeowners Association, in Naples, Florida. The Board of Directors needs your help with the following questions listed below.

Please fill this out as quickly as possible and return to the person buying. This reference letter MUST be sent with the application, in order for the Board to approve their PURCHASE.

We appreciate your assistance in this matter.

Thank you.

Imperial Golf Estates Homeowners Association, Inc. – Board of Directors

Known for how long _____

Make a good neighbor? Yes _____ No _____

Describe the best you can the type of people they are: _____

References Signature

Character Reference Form

Date: _____

Applicants Reference Name: _____

Address: _____

Phone: _____

Your Name was given to us as a Personal reference by _____

(Name of purchaser)

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References Signature



27180 Bay Landing Drive, Suite 4
Bonita Springs, FL 34135
239-947-4552, f 239-495-1518

VestaPropertyServices.com

AUTHORIZATION FOR RELEASE OF INFORMATION FOR BACKGROUND SCREENING PURPOSES

Background Screening Disclosure

I hereby authorize Vesta Property Services and its designated agents and representatives to conduct a comprehensive review of my background through a consumer report and/or an investigative consumer report to be generated for background screening purposes. I understand that the scope of the consumer report/investigative consumer report may include, but is not limited to the following areas: criminal history records (from local, state, federal, international and other law enforcement agencies records), sexual offender's lists, wants and warrants records, credit history, and civil/law suit cases. Upon request Vesta Property Services will supply a copy of the completed consumer report along with a copy of an individual's rights under the Fair Credit Reporting Act.

Authorization and Release

I _____, authorize the complete release of these records or data pertaining to me which an individual, company, firm, corporation, or public agency may have. I hereby release Vesta Property Services and its agents, officials, representatives, assigned agencies, including officers, employees, or related personnel both individually and collectively, from any and all liability for damages of whatever kind, which may at any time, result to me, my heirs, family or associates because of compliance with this authorization and request to relapse. I certify that all information provided below and on my application is correct to the best of my knowledge. Any false statements provided in this form and my application will be considered just cause for disqualification at any time. This authorization and consent shall be valid in original, fax, or copy form. The following information is required by law enforcement agencies and other entities for identification purposes when checking records. It is confidential and will not be used for any other purpose.

Applicant's Name (Print Legibly - ONE APPLICANT PER SHEET) Maiden/AKA/Previous Name (s)

Signature

_____/_____/20_____
Date

Social Security Number

_____/_____/_____
Date of Birth

Driver License Number & State

Current Address

Phone



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Signature

_____/_____/20_____
Date

Social Security Number

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Current Address

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c/o Vesta Property Services
27180 Bay Landing Drive, Ste. 4
Bonita Springs, FL 34135
Phone (239) 947-4552 Fax (239) 495-1518

OPEN HOUSE SIGNS

October 15, 2007

The Declaration of Covenants, Conditions and Restrictions of the IGEHOA, Inc. covers our signage rules are available on our web site at www.imperialgolfestates.info. Due to numerous complaints by Lot Owners about realtors placing multiple Open House signs at our intersections we have decided to clarify and strengthen our Open House sign rules.

Effective, per this notice, there will be two (2) permanent signs attached to the existing STOP sign posts at the four (4) way stop at the entrance to the golf course. One on the North side and one on the South side of Imperial Golf Course Blvd. Each sign will display the words: "OPEN HOUSE" with an arrow pointing in the appropriate direction. Both signs will have a hinged cover that can be opened by the first realtor on the property and closed by that realtor when leaving. No other, or additional signs will be permitted at that intersection at any time.

There will be three (3) similar signs placed on existing STOP sign posts at the three (3) way stop on the South side of Imperial Golf Course Blvd. with "OPEN HOUSE" and an arrow pointing in the appropriate direction to Phase 5 and/or the South area of Imperial Golf Course Blvd. They will also be hinged. The same rules apply as previously described for the signs at the four (4) way stop.

The only other Open House signs approved for use within Imperial Golf Estates Homeowners Association properties will be Naples Area Board of Realtors signs Vineyards with O/H Green/White Background. These signs are available to realtors from the Naples Area Board of Realtors (NABOR) on Pine Ridge Road in Naples.

Articles of Incorporation and the Declaration of Covenants, Conditions, and Restrictions of the Imperial Golf Estates Homeowners Association, Inc. give the Board of Directors the authority to promulgate and enforce reasonable rules and regulations for the safety, health, welfare, happiness and peace of mind of the Members of the Association.

It has been the policy of the Board to discourage the house to house commercial solicitation of the Members of this community. This applies to flyers, hang tags, other advertising materials, and other house to house commercial solicitations, especially the utilization of mail boxes for those solicitations.

Therefore the Board of Directors has implemented the following Rule:

No commercial solicitations shall be allowed within the Imperial Golf Estates Homeowners Association area.

The rationale for the promulgation of this rule includes the fact that house to house depositing of flyers, door tags and door to door commercial solicitations could compromise the safety of our Members, will result in debris on the properties, highlights which houses are empty at the time, and could result in other annoyance of the safety, welfare and peace of mind of our Members.

Board of Directors
Imperial Golf Estates Homeowners

IMPERIAL GOLF ES/1Arn HOA, INC						Unit	634
Approved Annual Operating Budget						Unih NoCah	3
For the Period January 1, 2024 through December 31, 2024						Date	11/20/2023
		2023	Actual	Estimated	2023	2024	Proposed
Acct#	Income	Adopted Budget	9/30/2023	3 months 2023	Estimated Year End	Proposed Budget	Quarterly Budget
40100	Operating Assessment	1,313,697	983,361	327,787	1,311,148	1,111,263	283,316
40110	OP Assessment - Less Cable	4,100	3,078	1,026	4,104	4,100	1,025
40120	Reserve Assessment	237,000	177,750	59,250	237,000	233,474	58,369
	Other Income						
40200	Owner Late Charges/Interest		4,598	1,533	6,130		
40205	Violation Income						
40300	Interest Income- Operating		597	199	796		
40210	Gate Access Income	2,000	3,030	1,010	4,040	2,000	500
40218	Marsiles/Entrada Shared Income		542	181	723		
	Prior Year Surplus (Deficit)						
40220	Miscellaneous Income	2,400	120	40	160	2,400	600
40230	Application Fees Income	6,000	3,060	1,020	4,080	6,000	-
40235	Sales/Overage/Transfer Fee Income	30,000	25,049	8,350	33,398	30,000	7,500
42001	Reserve Transfer	(237,000)	(237,000)	(59,250)	(296,250)	(233,474)	(58,369)
	Total Income	1,358,197	964,184	341,145	1,305,329	1,366,737	341,684
	Expenses						
	Administrative Expenses						
60000	Corporate Filing Fees	61	61		61	61	15
60010	Management/Accounting Fees	54,000	40,500	13,500	54,000	54,000	13,500
60015	Payroll	90,621	61,432	20,477	81,909	93,350	23,338
60020	Office Expense	11,000	9,164	3,055	12,219	11,000	2,750
60025	Website Expenses	1,700	1,081	360	1,441	1,452	363
60030	Credit Card FICS						
60031	Bad Debt Expense	2,000				2,000	500
60032	Credit Card Late Fee						
60035	Application Fees	2,000	100	33	133	2,000	500
60036	Background Check Expense		450	150	600		
60040	Legal Expense	19,500	7,060	2,353	9,413	10,000	2,500
60045	Acc/Tax Prep	5,400				5,500	1,375
60050	Enlightening Expense						
60055	Board Meeting Expenses	350	375	125	499	350	88
60060	Gate Smart Passes						
60065	Taxes/Licenses/Dms	700					
	Utilities						
65000	Electric	42,000	29,798	9,911	39,731	43,260	10,815
65010	Trash Collection	1,600	1,328	443	1,771	1,648	412
65015	Cable/Internet	781,997	567,220	189,073	756,293	813,277	203,319
65020	Telephone/Communications	2,600	1,176	392	1,568	1,800	450
65025	Gas&Oil	4,000	580	193	774	2,000	500
	Electric - Marsiles / Entrada						
	Insurance						
63000	Insurance - Property & GL & Crime	9,904	14,406	4,802	19,208	30,988	7,747
63010	Insurance - D&O	1,400	143	48	190		
63015	Insurance - D&O	4,500	3,340	1,113	4,454	4,778	1,195
63020	Insurance - Automobile	4,000	354	118	472		
63025	Insurance - Automobile	2,500	1,668	556	2,224	2,995	749
63030	Insurance - Umbrella	17,000	11,847	3,949	15,796	17,926	4,482
63035	Insurance - Equipment Breakdown	100	253	84	337	500	125
63037	Insurance - Inland Marine	1,500	1,361	454	1,815	1,660	415
63040	Insurance - Workers Compensation	920				920	230
63045	Insurance - Cyber	3,000	2,600	867	3,467	1,000	267
	Building Maintenance						
61000	Building Maintenance	1,000	263	88	351	675	169
61010	Entry and Gate Maintenance	1,000	1,887	629	2,516	3,000	750
	Grounds Maintenance						
62000	Irrigation Maintenance	7,000	8,206	2,735	10,942	6,000	1,500
62010	Grounds Maintenance / Repairs	15,000	10,446	3,482	13,927	15,000	3,750
62015	Lake Maintenance	15,400	11,340	1,785	13,125	7,140	1,785
62020	Site Signage	2,000				1,000	250
62025	Landscape Contract	82,300	35,900	11,967	47,867	42,800	10,700
62030	Landscape Maintenance - Entrance	2,000	1,704	568	2,272	2,400	600
62035	Fertilization/ Weed Control	13,000	11,218	3,739	14,957	12,000	3,000
62040	Tree Trimming / Replacement	13,000				1,000	1,250
62045	Gate Access Control - G.L.B	136,944	116,436	34,242	150,678	168,480	42,120
	Miscellaneous Expense						
64010	Miscellaneous Expense	500	10	3	13	709	177
64015	Holiday Event Expense	500					
	Total Operating Expenses	1,358,197	953,708	311,317	1,265,026	1,366,737	341,684
	Net Operating Income/(Loss)	(0)	10,476	29,828	40,303		
	Reserves						
40300	Reserve Interest Income		5,332	1,777	7,109		
	Reserve Income				10,349		
90010	Reserve Expenses				(11,016)		
	Net Reserve Income/(Loss)		5,332	1,777	6,443		
	Net Income/(Expense)	(0)	15,808	31,605	46,746		

IMPERIAL GOLF ESTATES HOA, INC								
Reserves Budget For Capital Expenditure And Deferred Maintenance							Inflation Factor	
For the Period January 1, 2024 through December 31, 2024								
634 Units								
Fully Pooled Reserves								
	Current	Useful	Remaining					
	Cost	Life	Life	2023	2024	2025	2026	
		Years		YEAR 1	YEAR2	YEAR3	YEAR4	
Asphalt Pavement, repaving, Mill & Overlay, Sections 1-4 (Incl. Pavers)	1,395,000.00	20	15					
Asphalt Pavement, repaving, Mill & Overlay, Section 5 (Incl. Pavers)	360,000.00	20	3				397,373	
Asphalt Pavement, Walking Path, Replacement, Sections 1-4	133,000.00	15	5					
Concrete Curbs & Gutters, Partial Replacement	120,000.00	65	13					
Concrete Sidewalks, Partial Replacement, Section 5	19,200.00	65	-	19,680				
Fencing, Chain Link, Phased Replacement	145,833.00	20	-	149,479		157,046		
Gates, Vehicular, Aluminum, Replacement	14,000.00	25	3				15,453	
Gate Operators, Barriers Arms & Card Readers, Replacement	32,000.00	15	3				35,322	
Irrigation System, Phased Replacement	36,250.00	35	4					
Irrigation System, Wells, Rebuilding, Remaining 3	24,000.00	20	18					
Light Poles & Fixtures, Entrada Only	140,000.00	30	18					
Maintenance Building, Exterior Renovation	59,800.00	40	3				66,008	
Pipes, Subsurface Utilities, Stormwater, Inspections & Partial Replacements	65,000.00	75	8					
Ponds, Dredging, Partial	437,500.00	30	6					
Ponds, Erosion Control, Partial (Incl. Weirs/Bulkheads)	50,800.00	30	6					
Pump, Flood	9,000.00	30	23					
Signage, Street Identification & Traffic	30,000.00	20	7					
Vehicle, Tractor, Kubota 2007	19,000.00	30	13					
Vehicle, Truck, Toyota2017	45,000.00	15	8					
Wingwall	15,000.00	10	8					
Generator	10,000.00	15	7					
Contingency/hurricane	45,000.00		7					
Totals	3,205,383			169,159	-	157,046	514,156	
Projected 12/31/23 Reserve Fund Balance	1,036,551							
			Beginning Balance	1,036,551	1,100,866	1,334,340	1,410,768	
			Expenditures	{169,159}	-	{157,046}	{514,156}	
			Funding	233,474	233,474	233,474	233,474	
			Ending Balance	1,100,ess	1,334,340	1,410,768	1,130,086	
WAIVING OF RESERVES, IN WHOLE OR IN PART, OR ALLOWING ALTERNATIVE USES OF EXISTING RESERVES MAY RESULT IN UNIT OWNER LIABILITY FOR PAYMENT OF UNANTICIPATED SPECIAL ASSESSMENTS REGARDING THOSE ITEMS.								

Imperial Golf Estates Homeowners Association Inc.			
Approved Annual Operating and Reserve Assessment Schedule			
For the Period January 1, 2024 through December 31, 2024			
(Based on 634 Homes)			
	Annually	<u>Quarterly</u>	Monthly
Operating Assessment	2,155.74	538.93	179.64
Reserve Assessment	368.26	92.06	30.69
Total Assessment Due	2,523.99	631.00	210.33
Operating Assessment	872.97	218.24	72.75
Reserve Assessment	368.26	92.06	30.69
Vacant/Adjoining lots - 5	1,241.22	310.31	103.44
Shared Lots: 2003 Imperial Golf Course Blvd & 2007 Imperial Golf Cours			155.15
2023 Assessments for reference	<u>Annually</u>	<u>Quarterly</u>	Monthly
Operating Assessment	2,072.08	518.02	160.77
Reserve Assessment	373.82	93.45	31.15
Total Assessment Due	2,445.90	611.47	191.92
Operating Assessment	838.64	209.66	61.94