
Bahia Lakes Homeowners' Association Inc.

Qualified Property Management, Inc.

5901 U.S. Highway 19 N. Ste 7Q, New Port Richey FL, 34652
Toll Free (877) 869-9700 Phone (727) 869-9700 Fax (727) 581-1734
receptionistnpr@qualifiedproperty.com

Application Procedures For Sale/Purchase of a Unit

To ensure prompt processing of your application, please follow these easy steps:

1. A Sales application package (available from Qualified Property Management) or can be downloaded at: <https://www.bahialakeshoa.org/documents.html> must be completed in its entirety. **Additionally, an approved estoppel must be on file with QPM.** All forms attached to and requiring a signature must be completed.
2. Return the completed application, a check or money order (payable to Bahia Lakes HOA) for the application fee, a copy of the sales agreement, photocopies of Buyer/s I.D.s., and the Background Check Application for each adult applicant.

E-Mail, Mail or deliver the package to:

Receptionistnpr@qualifiedproperty.com or

Qualified Property Management, Inc.

5901 U.S. Highway 19 N. Ste 7Q, New Port Richey FL, 34652

3. The application and all necessary forms **must be received in this office at least fourteen (14) working days prior to closing or transfer.**
4. Buyers and all adult residents must have read and signed to abide by the rules and regulations of Bahia Lakes HOA. (BUYER CC&R ACKNOWLEDGEMENT)

Note: If association documents are needed, please visit: www.homewisedocs.com to purchase them **(TO BE PAID BY SELLER)** or can be downloaded at:
<https://www.bahialakeshoa.org/documents.html>

No resident may occupy a unit without prior HOA Board of Directors' approval.

If you have any questions regarding this procedure, requesting an Estoppel, or require further assistance, please contact our office at (727) 869- 9700 or (877) 869-9700

Sincerely,

Qualified Property Management

Bahia Lakes Homeowners' Association Inc.

APPLICATION FOR APPROVAL OF SALE

5901 U.S. Highway 19 N. Ste 7Q,
New Port Richey FL, 34652

Submit all forms to:

Toll Free (877) 869-9700 Phone (727) 869-9700 Fax (727) 581-1734
receptionistnpr@qualifiedproperty.com

ALL INFORMATION MUST BE COMPLETED IN FULL.

Property Address: _____ Present Owner: _____

Present Owner's E-Mail: _____@_____ Owner(s) Phone #: _____

APPLICANT(S) BUYERS' INFORMATION

PROPOSED CLOSING DATE: _____

Applicant Name _____ Date of Birth _____

Applicant Present Address: _____ Phone# _____

Applicant Mailing Address After Closing: _____

Applicant's E-mail: _____@_____

Spouse/Other _____ Date of Birth _____

List all additional occupants in your household including children and age. For minor children, include age as of January 1, 2026:

1. _____	Age: _____	4. _____	Age: _____
2. _____	Age: _____	5. _____	Age: _____
3. _____	Age: _____	6. _____	Age: _____

Are you currently serving in the US Military, or National Guard as an Active or Reservist? Yes____ No____

Applicant Employment: _____

Business Address _____

Position _____ Work Phone _____

Spouse/Other Employment _____

Business Address _____

Position _____ Work Phone _____

VEHICLE INFORMATION

Year	Make	Model	Color	License Plate #	State

Applicant / Buyers Signature: _____ Date _____

Owner / Agent Signature: _____ Date _____

Approval to be sent to:

NAME Company:_____Phone #_____

Address: _____
STREET CITY STATE ZIP

CONTINUE TO: CC&R ACKNOWLEDGEMENT FORM

BAHIA LAKES

HOMEOWNERS' ASSOCIATION, INC.
<https://www.bahialakeshoa.org>

BAHIA LAKES HOA CC&R ACKNOWLEDGEMENT

I/We hereby confirm receipt of Bahia Lakes Homeowners' Association covenants and acknowledge that as a homeowner living in a Deed Restricted community, I am required to comply with all rules in the Declaration of Covenants, Conditions, and Restrictions (CC&Rs) of the HOA.

As the buyer/s of a property in Bahia Lakes HOA, I/We hereby confirm that we have read and understand the requirements of the **SIXTH AMENDMENT TO THE DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS FOR BAHIA LAKES, ARTICLE X – USE RESTRICTIONS - Section 25. - Leases. (b)** An Owner may not enter into a lease of the Lot until the Owner has held an ownership interest in the Lot for at least twenty-four (24) months and the current leases do not exceed 20% of the properties.

NOTE: If your Realtor did not provide you a copy of the CC&Rs, the documents can be obtained by visiting the community website at: <https://www.bahialakeshoa.org/documents.html>

Bahia Lakes Property Address

Buyer's/Resident's Name Print

Buyer's/Resident's Signature

Date

Buyer's/Resident's Name Print

Buyer's/Resident's Signature

Date

Buyer's/Resident's Name Print

Buyer's/Resident's Signature

Date

Buyer's/Resident's Name Print

Buyer's/Resident's Signature

Date

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Background Check Authorization Form

FOR PURCHASE OR RENTAL
727-869-9700 727-869-9825 (Fax)

Unmarried Co-Applicants Fill Out a Separate Application. Do NOT leave any blank spaces.

Name _____ SS# _____ DOB ____ / ____ / ____
Last First MI Jr./Sr. Month Day Year

Driver's License # _____ State _____ (Please Attach Copy to Application)

Spouse _____ SS# _____ DOB ____ / ____ / ____
Last First MI Maiden Month Day Year

Driver's License # _____ State _____ (Please Attach Copy to Application)

Phone: (____) _____

Present Address _____ From _____ To _____
Street Apt. # City ST Zip

Previous Address _____ From _____ To _____
Street Apt. # City ST Zip

Have you ever had adjudication withheld or been convicted of a crime?

Applicant: Yes _____ No _____ Spouse: Yes _____ No _____

AUTHORIZATION OF RELEASE OF INFORMATION – Applicant(s) represent(s) that all of the above information and statements on the application for purchase/rental are true and complete and hereby authorizes an investigative consumer report including, but not limited to, residential history (rental or mortgage), employment history, criminal history records, court records and credit records. **This authorization must be signed before it can be processed by management.** Applicant acknowledges that false or omitted information herein may constitute grounds for rejection of this application, termination of right of occupancy, and/or forfeiture of fees and/or deposits and may constitute a criminal offense under the laws of this State.

NON-REFUNDABLE APPLICATION FEE – Applicant(s) agree(s) to pay \$ _____ for a non-refundable application processing fee.

Applicant's Signature: _____ Date: _____

Spouse's Signature: _____ Date: _____

Other's Signature: _____ Date: _____