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## **Bahia Lakes Homeowners' Association Inc.**

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### **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](mailto: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](mailto: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](http://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](mailto: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: \_\_\_\_\_