

Country Manors Association, Inc.
4900 Country Manors Blvd.
Delray Beach, FL 33445

Phone 561-498-8300
Fax 561-498-4099
Email cmaoffice@countrymanors.net

Notification/Application for Approval of a Sale or Lease of a Condominium

The Board of Directors must approve the sale or lease of a Country Manors unit. An interview by a screening committee must either take place at the Country Manors or attend a ZOOM call before the Board meeting and the closing of the property. All owner(s)/occupant(s) must attend the interview. The Board meeting takes place on the second Friday of the month.

On the day of the interview, a copy of the completed contract or lease must be attached to this application, and two checks made payable to the Country Manors Association. One in the amount of \$150.00 for the interview fee and one in the amount of \$50.00 **per occupant** for the credit/background check. When the credit/background check is being processed, you will receive an email from the company, Tenant Background Search, that will include a link that you will need to respond to. This is another form of permission allowing us to proceed with the credit/background check. If you do not respond, we cannot complete this process, and therefore, you will not be approved.

Is this a sale or a lease? _____

Name of current unit owner: _____

Address: _____

Applicant information:

Name: _____

Address: _____

Telephone number(s): _____ Date of Birth: _____

Email: _____ Social Security Number: _____

Other occupants' names and relationships to applicants:

Name: _____

Telephone number(s): _____ Date of Birth: _____

Email: _____ Social Security Number: _____

Name: _____

Telephone number(s): _____ Date of Birth: _____

Email: _____ Social Security Number: _____

Name: _____

Telephone number(s): _____ Date of Birth: _____

Email: _____ Social Security Number: _____

Has the applicant or any other occupant ever been convicted of a felony? Yes: No:

If yes, then add a summary on the back of this page.

Do you have sufficient assets or income to cover regular maintenance and recreation lease payments? Yes: No:

Credit references (2 bank names and locations)

Two active accounts (list name and addresses)

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Two Personal references (list names and addresses)

I/We authorize Country Manors Assoc. Inc., or its agent, to conduct a credit and background check to verify all information submitted on this application. It is further understood and agreed that any misrepresentation presented in this application will constitute grounds for disapproving the application for purchase or lease.

Dated this: _____ day of _____ 20____

Witnesses' Signature

Applicant(s) Signature

Witnesses' Signature

Applicant(s) Signature

Witnesses' Signature

Applicant(s) Signature

Witnesses' Signature

Applicant(s) Signature



Country Manors

ASSOCIATION, INC.

4900 Country Manors Blvd.
Delray Beach, FL 33445-1812
Phone (561) 498-8300 Tel/Fax (561) 498-4099
cmaoffice@countrymanors.net

EMAIL CONSENT FORM

A new addition to the Florida State Statute 718 states it is against the law to send mass emails to Association Members without their written consent. By completing, signing and returning this form, you are authorizing the Board of Directors of the Country Manors Association, Inc. to email notifications of the Association meetings, minutes or other correspondence in lieu of receiving them by regular mail. Your email address will **NOT** be used for any other purpose than those listed above.

I also understand that Annual Owner Meetings and Special Meetings requiring membership voting or establishing a quorum will **NOT** be sent via Email, but via regular or certified mail as prescribed by law.

Please provide the required information, date and sign the form and send the completed form to:

cmaoffice@countrymanors.net

-or-

Country Manors Association, Inc.
4900 Country Manors Blvd
Delray Beach, FL 33445

YES

I authorize Country Manors Association, Inc. to email me appropriate meeting notices, minutes, reports and other correspondence.

Email Address: _____

Property Address: _____

Phone Numbers(s): _____

Printed Names(s): _____ **DATE:** _____

Signature(s): _____

NO

I do not want to receive emails from Country Manors Association, Inc..

Property Address: _____

Phone Numbers(s): _____

Printed Names(s): _____ **DATE:** _____

Signature(s): _____

COUNTRY MANORS ASSOCIATION, INC UNIT # _____

AGE VERIFICATION CERTIFICATE & UPDATED INFORMATION

"PLEASEPRINT" YEAR ROUND / SEASONAL (CIRCLE ONE)

PLEASE LIST ALL OCCUPANTS WHO RESIDE IN HOME: OWNER(S) & TENANT(S)

NAME: _____ OWNER/TENANT (CIRCLE)

D/O/B ___/___/___ EMAIL: _____ PH# _____

NAME: _____ OWNER/TENANT (CIRCLE)

D/O/B ___/___/___ EMAIL: _____ PH# _____

NAME: _____ OWNER/TENANT (CIRCLE)

D/O/B ___/___/___ EMAIL: _____ PH# _____

NAME: _____ OWNER/TENANT (CIRCLE)

D/O/B ___/___/___ EMAIL: _____ PH# _____

****EMERGENCY CONTACT: _____**

PHONE # _____

VEHICLES: MAKE & MODEL TAG# LICENSE# & PHOTO ID COPY

*****MAILING ADDRESS OTHER THAN COUNTRY MANORS:**

The undersigned certifies the above information is true & correct. The undersigned also certifies should there be any changes to the above information within fifteen (15) day of submission, the undersigned will notify said changes, in writing, and submit to the Board of Directors of Country Manors Association, Inc.

One owner of record must sign below:

Date: ___/___/___ Signature of Owner: _____

Printed Owner: _____

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Frequently Asked Questions and Answer Sheet
Updated: June 1, 2025

1. What is Country Manors?

Country Manors is an over 55+ Condominium Association consisting of 440 privately owned units on approximately 80 acres at the northeast corner of Lake Ida Road and Military Trail in Delray Beach.

2. What are the voting rights in the Condominium Association?

- **Each Unit is entitled to one vote. Where there is more than one owner, one is named as "Designated Voter."**
- **In mailing association material, the unit address listed in Country Manors will be used. You will be emailed if you have provided the association's office with an email address.**

3. What restrictions exist in the condominium documents on my right to use the Unit?

- **The Unit may be used only for residential purposes. Foot traffic for business, commercial, and speculative purposes is prohibited.**
- **At least one permanent occupant must be 55 years of age or older. (unless obtained by right of inheritance)**
- **No one under the age of 16 is permitted to reside in Country Manors.**
- **No pets are permitted other than caged birds of the parakeet or canary type. Emotional support and/or service dogs & cats will be allowed with receipt of a doctor's letter from within the continental USA requiring such animal.**
- **No For Sale, For Rent, or Garage Sale signs are permitted on homes or automobiles**

4. What restrictions exist in the condominium documents on the leasing of my Unit?

With the approval of the Association, after a 2-year moratorium, a Unit may be leased for not less than four (4) months and not more than one (1) year. Leases may be renewed from year to year.

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5. How much are my assessments to the Condominium Association for my unit, and when are they due?

The association acts on a fiscal year, not a calendar year, and our Maintenance Assessment Fees are \$_____ per quarter, and are due April 1, July 1, October 1, and January 1. April 1st is our first quarter of the year.

6. Am I required to pay rent or land use fees for recreational or other commonly used facilities? If so, how much am I obligated to pay? Where do I send my payment?

There is a recreational area land lease fee of \$78.00 per quarter, payable January 1, April 1, July 1, and October 1. These fees are paid directly to the person who owns the recreation lease for your unit, and this information is given to you at the time of the interview.

NOTE: The statements contained herein are only a summary in nature. A prospective purchaser should carefully read the condominium document, and all references and exhibits attached.