Property Management Professionals

VENEZIA GRANDE HOMEOWNERS ASSOCIATION

PURCHASE APPLICATION

Mail: or Drop Off:

Venezia Grande
c/o PMP
75 Vineyards Blvd., Third Floor
Naples, FL 34119
Ph# 239-353-1992

Please submit application at least 20 days prior to settlement date

APPLICATION ARE NOT COMPLETE WITHOUT THE FOLLOWING

1. **COPY OF THE SIGNED SALES CONTRACT**
2. **COMPLETED AND SIGNED SALES APPLICATION**
3. **$100 PROCESSING FEE: Non-Refundable**
   $100 payable to Venezia Grande

Venezia Grande Homeowners Association, Inc.
APPLICATION FOR APPROVAL TO PURCHASE OR LEASE

☐ Application to Purchase the property as described below in Venezia Grande.
(A complete copy of the signed purchase agreement is attached.)

☐ Application to Lease the property as described below in Venezia Grande for the period beginning _____, and ending _____. **(A complete copy of the signed lease is attached.)**

NOTE: A non-refundable application fee of **$100.00 Payable in U.S. Funds** must be included with completed for, either sale or lease. **$20.00 fee per each additional applicant**. Make check payable to: Venezia Grande

In order to facilitate consideration of this application, I represent that the following information is factual and correct, and agree that any falsification or misrepresentation in this application will justify its disapproval. I consent to your further inquiry concerning this application, particularly of the references given below.

Current Owner: _____
Property Address: _____
_____

Applicant Name: _____ Soc. Sec. # _____
Driver License #: _____ State _____ Date of Birth _____

Co-Applicant Name: _____ Soc. Sec. # _____
Driver License #: _____ State _____ Date of Birth _____

Current Address: _____
_____
_____

Telephone Numbers: _____Home _____Other
_____Work _____Other

Additional Residents: _____
_____

Business / Profession: _____

If this transaction is a **purchase**, please indicate the following if the home is being purchased with the intent to:
[ ] reside on a full-time basis; [ ] reside on a part-time basis; or [ ] lease the home.

I am aware of, and agree to abide by the all Articles of Incorporation, By-laws and any and all properly promulgated rules and regulations. I acknowledge receipt of a copy of the Association rules.

I understand and agree that the Association, in the event it approves the purchase or 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 Association's by-laws, and the rules and regulations of the Association.

The prospective purchaser or lessee will be advised by the Association office within a 30-day period from the date of application, of whether this application has been approved.

AUTHORIZATION: I/We hereby authorize PMP of Southwest Florida, Inc. or Venezia Grande HOA, Inc. 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.

Applicant: _____ Date: _____ Applicant: _____ Date: _____

APPLICATION APPROVED ☐ **DISAPPROVED** ☐

By: _____ Date: _____ By: _____ Date: _____
Officer or Director Officer or Director

Venezia Grande Homeowners Assoc. Inc.

Board of Director's 2019 Approved Budget

24 Units

For the Period of January 1, 2019 through December 31, 2019

Income	2018 Approved Budget	Actual 7/31/2018	Estimated 12/31/2018	2019 Budget
Operating Assessments	114,537	66,808	114,537	118,922
Reserve Assessments	16,895	12,672	16,895	15,377
VCA - Master Association	16,056	9,352	16,056	21,840
Access Control	12,192	7,112	12,192	11,760
Vintage Colony Blvd.	2,976	1,736	2,976	2,928
Bulk Communication Fees	25,512	14,896	25,512	25,968
Fiber Loan VCA.	1,440	840	840	-
Late Fees		5	5	
Interest - Operating		-		
Interest - Reserves		22	22	
Misc. Income		-	-	
Prior Year Surplus (Deficit)				
Total Income	**189,608**	**113,443**	**189,035**	**196,795**
Expenses				
Administrative Expenses				
Management / Accounting Fee (24 units)	6,000	3,500	6,000	6,180
Office Expense	1,000	1,295	1,000	1,300
Postage	300	135	300	200
Corporate Filing Fee	62	61	62	62
Total Administrative Expenses.	**7,362**	**4,991**	**7,362**	**7,742**
Professional Fees & Insurance				
Legal/Accounting/Tax Prep/Prof Fees	2,000	350	350	1,200
Insurance Package	5,500	4,295	7,400	7,800
Insurance Appraisal 1st year fee, then 300 .	1,500	-	1,500	300
Total Professional Fees and Insurance	**9,000**	**4,645**	**9,250**	**9,300**
Utilities				
Electricity - Lights / Fountains	29,000	11,488	23,000	25,500
Irrigation Water	5,000	2,651	4,600	5,000
County Water/Sewer - entrance fountains	250	153	265	300
Total Utilities	**34,250**	**14,291**	**27,865**	**30,800**
Grounds Maintenance				
Grounds Maintenance/Repair	3,000	621	900	2,000
Landscape Contract	31,827	18,791	31,827	32,782
Mulch /Sod/Annuals	4,000	2,592	4,000	4,000
Irrigation Repairs / replacement	2,000	-	500	2,000
Entry Fountain Maintenance	1,500	875	1,500	1,500
Entry Fountain Equipment & Repair	1,000	-	400	1,000
Water Feature Maintenance	5,400	3,600	5,400	5,400
Water Feature Equipment & Repair	3,000	-	3,000	3,000
Power Washing Water Falls (twice yearly)	5,000	2,100	2,100	4,200
Power Washing Front Entrance	1,000	-	1,000	1,000
VCA lake Maintenance	1,598	1,199	1,598	1,598
Holiday Decorations	2,000	1,000	2,000	2,000
Gate Maintenance	2,400	2,905	3,400	2,400
Gate Camera System, one time cost				8,000
Hurricane Clean up and repairs		(2,525)	-	-
Landscape Improvments for Boarder Area +			10,000	-
Contingency	200	-	200	200
Total Grounds & Maintenance	**63,925**	**31,157**	**67,825**	**71,080**
Total Operating Expenses	**114,537**	**55,085**	**112,302**	**118,922**
Miscellaneous Expenses				
Master Association Fee VCA	16,056	9,408	16,056	21,840
Bulk Communications	25,512	14,896	25,512	25,968
Fiber Loan Fees (VCA)	1,440	840	840	-
Access Control Fee	12,192	7,112	12,192	11,760
Vintage Colony Blvd. Fee	2,976	1,736	2,976	2,928
Total Miscellaneous Expenses	**58,176**	**33,992**	**57,576**	**62,496**
Total Misc. and Operating Expenses	**172,713**	**89,077**	**169,878**	**181,418**
Reserves	16,895	12,672	16,895	15,377
Total Common Expenses	**189,608**	**101,749**	**186,773**	**196,795**

Venezia Grande Homeowners Association
2019 Approved Budget
Capital Expenditures and deferred Maintenance
For the Period of January 1, 2019 through December 31, 2019

24 Units

Item	Estimated Life When New (Years)	Estimated Replacement Cost	2019 Estimated Remaining Life (Years)	8/31/2018 Reserve Balance	Add'l Reserve Funding in 2018	Estimated Reserve 12/31/2018	Additional Reserve Required	Annual Funding Required In 2019
Lake Fountains (3)	10	24,000	4	19,367	356	19,723	4,277	1,069
Waterfalls Mechanical Items/Lights	12	50,000	6	24,366	1,012	25,378	24,621.77	4,104
Waterfalls Structure/Ponds/Plumbing	10	20,000	9	3,500	500	4,000	16,000	1,778
Entrance Marble & Fountains	10	10,000	9	1,833	278	2,111	7,889.00	877
Front Entrance/Gate Equipment	10	30,000	9	9,616	618	10,233	19,767	2,196
Roadway Replacement & Repair	40	30,000	9	4,339	778	5,116	24,884	2,765
Street Lights	40	16,000	29	1,136	79	1,214	14,786	510
Landscape Replacement	30	30,000	19	5,294	339	5,632	24,368	1,283
Unallocated Interest				1,318	4	1,322	(1,322)	-
Deferred Maint & Cap Expenditures		5,000	4	1,547	266	1,813	3,187	797
Total		**$215,000**		**72,315**	**4,228**	**74,730**	**135,270**	**15,377**

Notes:

New for 2019, increased the replacement value for street lights based upon cost of repairs after hurricane for similar lights. In total we added $ 6,000 to the street light replacement cost.

The values of the waterfalls, entrance monuments/gate equipment, landscape, lake fountains and paver roadways are not assumed to be amounts needed for total and immediate one time action replacement cost. Rather they are considered to be adequate amounts to cover significant, limited replacement or repairs.

Reserve replacement cost and estimated remaining useful lives are projections based on estimates.
Even if the Association is currently fully funding the reserves, the accumulated amounts may not be adequate to meet all future repairs and replacements. If additional funds are needed the Association has the right to increase regular assessments, levy special assessments borrow or delay repairs and replacement until funds are available.

VENEZIA GRANDE HOMEOWNERS ASSOC. INC.

2019 Approved Budget
Reserve & Assessment Schedule
For the Period of January 1, 2019 through December 31, 2019

	Annually 2018	Annually 2019	Quarterly 2018	Quarterly 2019
Venezia Grande Operating Assessment	4,772	4,955	1,193	1,239
Venezia Grande Reserve Assessment (24 Lots)	704	641	176	160.25
VCA Master Fee	669	910	167	227.50
VCA Access Control Fee	508	490	127	122.50
Vintage Colony Blvd. Fee	124	122	31	30.50
Bulk Rate Communication Fees	1,063	1,082	266	270.50
VCA Fiber Cable Loan Fee	60	-	15	-
Total Assessment Due*	7,900	8,200	1,975	2,050

Summit-Broad-Band Monthly Communication Cost

Basis Cable TV and digital Plus	37.77
Internet	26.58
Phone Lines	19.29
NAC	0.00
Taxes, FCC fees, 911 fees	6.51
	90.15

2019 Quarterly Assessment = $ 2,050.00

VENEZIA GRANDE HOA, INC.

Balance Sheet
As of 12/31/18

ASSETS

CURRENT ASSETS			
Cash			
1009	Iberia Bank Operating #9013	$ 64,311.44	
	Sub-Total Cash		$ 64,311.44
1020	Iberia bank Rerserves #9021	$ 26,364.66	
1022	BankUnited CD170 4/10/19 1.25%	45,991.76	
	Sub-Total Reserves		$ 72,356.42
Accounts Receivable			
	Sub-Total Accounts Receivable		$ .00
	Total Current Assets		$ 136,667.86
Other Assets			
1690	Prepaid Insurance	$ 379.54	
	Total Other Assets		$ 379.54
	TOTAL ASSETS		$ 137,047.40

LIABILITIES & EQUITY

CURRENT LIABILITIES:			
2110	Accounts Payable	$ 4,175.85	
2250	Owners Prepaid	26,650.00	
	Subtotal Current Liab.		$ 30,825.85
EQUITY & RESERVES			
RESERVES			
3000	Reserves - Unallocated	$ 1,922.48	
3002	Reserves - Roadway Replacement	5,116.00	
3004	Reserves - Street Lights	1,214.00	
3006	Landscape Replacement	5,632.00	
3008	Reserves - Def. Maint & Capita	1,813.00	
3012	Reserves - Lake Fountains (3)	19,723.40	
3020	Reserves-Waterfalls Mechanical	20,591.23	
3021	Reserve-Waterfall Structure	4,000.00	
3022	Reserve-Entry Marble/Fountains	2,111.00	

VENEZIA GRANDE HOA, INC.

Balance Sheet
As of 12/31/18

3030	Reserve-Front Entry/Gate Equip	10,233.31	
	Sub-total Reserves		$ 72,356.42
EQUITY:			
3300	Retained Earnings	$ 18,292.88	
	Current Year Net Income/(Loss)	15,572.25	
	Subtotal Equity		$ 33,865.13
	TOTAL LIABILITIES & EQUITY		$ 137,047.40

These financial statements are for management-use-only and not intended for third-party use.

VENEZIA GRANDE HOA, INC.

Income/Expense Statement

Period: 12/01/18 to 12/31/18

Account	Description	Current Period Actual	Current Period Budget	Current Period Variance	Year-To-Date Actual	Year-To-Date Budget	Year-To-Date Variance	Yearly Budget
INCOME:								
04145	Maintenance Fees	9,544.00	9,544.75	(.75)	114,528.00	114,537.00	(9.00)	114,537.00
04150	Reserve Assessments	.00	1,407.88	(1,407.88)	16,896.00	16,895.00	1.00	16,895.00
04151	V.C.A. - Master Association	1,336.00	1,338.00	(2.00)	16,032.00	16,056.00	(24.00)	16,056.00
04152	Access Control Fees	1,016.00	1,016.00	.00	12,192.00	12,192.00	.00	12,192.00
04154	Vintage Colony Blvd Fees	248.00	248.00	.00	2,976.00	2,976.00	.00	2,976.00
04155	Bulk Communications Fees	2,128.00	2,126.00	2.00	25,536.00	25,512.00	24.00	25,512.00
04157	VCA Fiber Cable Loan Fees	120.00	120.00	.00	1,440.00	1,440.00	.00	1,440.00
04200	Late Charge Fees / Interest	.00	.00	.00	4.68	.00	4.68	.00
04250	Interest Income - Reserves	590.38	.00	590.38	626.26	.00	626.26	.00
04295	Miscellaneous Income	(49.00)	.00	(49.00)	26.00	.00	26.00	.00
	TOTAL INCOME	14,933.38	15,800.63	(867.25)	190,256.94	189,608.00	648.94	189,608.00
EXPENSES								
ADMINISTRATIVE								
06020	Contingency	.00	16.63	16.63	.00	200.00	200.00	200.00
06021	Holiday Lighting/Decorations	.00	166.63	166.63	2,000.00	2,000.00	.00	2,000.00
06025	Corporate Filing Fee	.00	5.13	5.13	61.25	62.00	.75	62.00
06040	Management / Accounting Fees	500.00	500.00	.00	6,000.00	6,000.00	.00	6,000.00
06050	Office Expense	216.38	83.37	(133.01)	1,953.08	1,000.00	(953.08)	1,000.00
06052	Postage	32.59	25.00	(7.59)	224.75	300.00	75.25	300.00
06056	Legal / Accounting (CPA)	.00	166.63	166.63	647.00	2,000.00	1,353.00	2,000.00
06057	Insurance Appraisal	.00	125.00	125.00	.00	1,500.00	1,500.00	1,500.00
	SUB-TOTAL ADMINISTRATIVE	748.97	1,088.39	339.42	10,886.08	13,062.00	2,175.92	13,062.00
UTILITIES								
06100	Electricity-St.Lights/Fntn	2,457.64	2,416.63	(41.01)	21,802.63	29,000.00	7,197.37	29,000.00
06105	Irrigation Water	400.60	416.63	16.03	4,445.14	5,000.00	554.86	5,000.00
06120	County Water/Sewer-Fountain	22.41	20.87	(1.54)	262.82	250.00	(12.82)	250.00
	SUB-TOTAL UTILITIES	2,880.65	2,854.13	(26.52)	26,510.59	34,250.00	7,739.41	34,250.00
GROUNDS								
06130	Entry Fountain Maintenance	125.00	125.00	.00	1,500.00	1,500.00	.00	1,500.00
06132	Entry Fountain Equip & Repair	.00	83.37	83.37	649.10	1,000.00	350.90	1,000.00
06133	Power Wash Waterfalls-2X year	.00	416.63	416.63	2,100.00	5,000.00	2,900.00	5,000.00
06134	Power Washing Front Entrance	.00	83.37	83.37	920.00	1,000.00	80.00	1,000.00
06140	Water Feature Maintenance	900.00	450.00	(450.00)	5,850.00	5,400.00	(450.00)	5,400.00
06141	Irrigation Repairs/Maintenanc	.00	166.63	166.63	.00	2,000.00	2,000.00	2,000.00
06142	VCA Lake Maintenance	.00	133.13	133.13	1,598.00	1,598.00	.00	1,598.00
06144	Water Feature Equip & Repair	.00	250.00	250.00	3,420.00	3,000.00	(420.00)	3,000.00
06145	Grounds Repairs/Maintenance	223.03	250.00	26.97	1,523.76	3,000.00	1,476.24	3,000.00
06160	Landscape Contract	2,652.25	2,652.25	.00	31,827.00	31,827.00	.00	31,827.00
06162	Mulch/Sod/Annuals	222.30	333.37	111.07	3,454.34	4,000.00	545.66	4,000.00
06169	Gate Maintenance	.00	200.00	200.00	2,999.71	2,400.00	(599.71)	2,400.00
06240	Storm Clean Up	.00	.00	.00	(1,904.75)	.00	1,904.75	.00

VENEZIA GRANDE HOA, INC.

Income/Expense Statement

Period: 12/01/18 to 12/31/18

Account	Description	Current Period Actual	Current Period Budget	Current Period Variance	Year-To-Date Actual	Year-To-Date Budget	Year-To-Date Variance	Yearly Budget
	SUB-TOTAL GROUNDS	4,122.58	5,143.75	1,021.17	53,937.16	61,725.00	7,787.84	61,725.00
MASTER ASSOCIATION								
06300	Master Association Fees	1,344.00	1,338.00	(6.00)	16,128.00	16,056.00	(72.00)	16,056.00
06302	Access Control Fee	1,016.00	1,016.00	.00	12,192.00	12,192.00	.00	12,192.00
06303	Vintage Colony Blvd.	248.00	248.00	.00	2,976.00	2,976.00	.00	2,976.00
06304	VCA - Bulk Communication Fees	2,128.00	2,126.00	(2.00)	25,536.00	25,512.00	(24.00)	25,512.00
06305	VCA - Fiber Cable Loan Fee	120.00	120.00	.00	1,440.00	1,440.00	.00	1,440.00
	SUB-TOTAL MASTER ASSOCIATIO	4,856.00	4,848.00	(8.00)	58,272.00	58,176.00	(96.00)	58,176.00
INSURANCE								
06310	Insurance - Package	652.55	458.37	(194.18)	7,557.60	5,500.00	(2,057.60)	5,500.00
	SUB-TOTAL INSURANCE	652.55	458.37	(194.18)	7,557.60	5,500.00	(2,057.60)	5,500.00
RESERVES								
06430	Reserves - Unallocated	590.38	.00	(590.38)	626.26	.00	(626.26)	.00
06432	Reserves-Roadway Replacement	.00	259.13	259.13	3,110.00	3,110.00	.00	3,110.00
06434	Reserves - Street Lights	.00	26.13	26.13	314.00	314.00	.00	314.00
06436	Reserves-Landscape Replacemen	.00	112.87	112.87	1,354.00	1,354.00	.00	1,354.00
06438	Reserves - Def. Maint & Capit	.00	88.62	88.62	1,063.00	1,063.00	.00	1,063.00
06444	Reserves - Lake Fountains (3)	.00	118.75	118.75	1,425.00	1,425.00	.00	1,425.00
06448	Reserves-Waterfalls Mechanica	.00	337.25	337.25	4,047.00	4,047.00	.00	4,047.00
06449	Reserve-Waterfall Structure	.00	166.63	166.63	2,000.00	2,000.00	.00	2,000.00
06450	Reserve-Front Entry/Gate Equi	.00	205.88	205.88	2,471.00	2,471.00	.00	2,471.00
06451	Reserve-Entry Marble/Fountain	.00	92.62	92.62	1,111.00	1,111.00	.00	1,111.00
	SUB-TOTAL RESERVES	590.38	1,407.88	817.50	17,521.26	16,895.00	(626.26)	16,895.00
	TOTAL EXPENSES	13,851.13	15,800.52	1,949.39	174,684.69	189,608.00	14,923.31	189,608.00
	Current Year Net Income/(loss	1,082.25	.11	1,082.14	15,572.25	.00	15,572.25	.00

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