



55+ Community

Seller – Info found on the web site of Parkway Villas. Seller must complete “Seller’s Application” and a copy of the Sales Contract, before it is put on Parkway Villas website. This form must be completed by Seller and Real Estate agent and submitted to At the Helm Property Management, 8106 Cortez Rd. W, Bradenton, FL 34210. At the Helm will then create a file on the property that is for sale.

Seller must provide a printed out copy to the Buyers Agent of the Documents, Rules and Regulations, Resource Guide, Amendments and Resolutions. If Seller does not have this, then they must have this printed out off the web site. When a contract is presented, there is a time frame for the potential buyer to review this info that is allowed for approval process which is 10 days. **This is a 3 day review** given to the buyer as part of the 10 day count. **It must be in printed form.**

Seller is to provide at closing – keys to villas, clubhouse key and postal key. If seller doesn’t have it, they must obtain or **pay \$10 for each key in cash.**

Buyers’ Agent must be handed the Documents, Rules and Regulations, Resource Guide, Amendments and Resolutions (printed copies) to give their clients time (3 days) to review in case of cancelation of contract. In the meantime, agent is to have the buyers go to At the Helm, 8106 Cortez Rd.W., Bradenton, FL. to complete a “Buyers Application” with a copy of the contract the buyers presented to the sellers. The Rep, **At the Helm, 941-782-8307** will then have the “buyers” complete paperwork for the approval of the sale. This includes a background check on all parties involved. Prospected buyers will need to pay for this. Plus note if required by title company, Questionnaire and Estoppel will also need to be paid for when its asked for. No cash accepted only money order or check. The Rep from At the Helm will explain what is needed. At the time this is done, again in this 10 day timeframe, **buyers are to contact Sales and Leasing Director, Lordean Bade 941-685-8496** to schedule an orientation meeting and get the approval from the board which is needed for the closing.

Owner must own a resident property for 2 years before it can be leased. No pets. No trucks RVs, Campers, Boats, Motor Cycles, etc. As explained in the Rules and Regulations. Owners must be present with visitors at all times. No one can stay at the resident unless owner(s) are there.

REV. LB 2026

PARKWAY VILLAS CONDOMINIUM ASSOCIATION

SELLER APPLICATION

Board of Directors
Parkway Villas Condominium Association, Inc.
6000 Coral Way
Bradenton, Florida 34207

You are hereby requested to approve this application to sell Unit No. _____ Villa No. _____

Villa Address _____

Sellers name(Please Print) _____

Mailing Address (if different from villa address) (Please Print) _____

At the time of offer to purchase, my real estate agent / I will instruct the prospective buyer to request a Buyer Application Form.

As a seller, I/We hereby agree to make available to the prospective buyer my copy of the Declaration of Condominiums and Articles of Incorporation and By-Laws of Parkway Villas Condominium Association, Inc. and a copy of the Rules and Regulations prior to the prospective buyer's orientation appointment. I/We will also furnish any Parkway Villas Keys(Club House, Gate & Laundry Areas) to the Sales and & Leases Coordinator at least seven (7) days prior to the closing date to avoid a \$10 replacement fee.

As a seller I also agree to put (or allow by the Association) my villa and surrounding common area into full compliance with the Condominium documents, including the current rules.

The undersigned certify/certifies that they constitute all of the owners of the above described villa.

Signed _____ Date: _____ Telephone # _____

Signed _____ Date: _____ Telephone # _____

ADDITIONAL INFORMATION

Number of Bedrooms _____ Baths _____ Add-on, Florida Room or Lanai _____ Washer/Dryer _____

End Unit _____ Inside Unit _____ Furnished _____ Unfurnished _____ Negotiable _____ Price \$ _____

Contact: Realtor _____ Phone # _____

Address _____ Cell Phone # _____

Seller _____ Phone # _____

Items needed to be corrected to be in compliance with Condo Documents, including the rules:

Received by: Print _____ Signature _____ Date _____
Board Member

PARKWAY VILLAS CONDOMINIUM ASSOCIATION

BUYER APPLICATION

Buyers Name _____ Buyers Name _____ Date: _____
please print please print

The undersigned prospective buyer/s request/s your approval for the purchase of Unit No _____ Villa No _____

Street Address _____, in Parkway Villas Condominium Association.

Personal References (not relatives)

1. _____ Home Phone _____ Cell Phone _____

2. _____ Home Phone _____ Cell Phone _____

3. _____ Home Phone _____ Cell Phone _____

Business References

1. _____ Telephone Number (____) _____

2. _____ Telephone Number (____) _____

As a prospective buyer of a villa in Parkway Villas, it is hereby acknowledged that the Declaration of Condominium, Articles of Incorporation, By-laws and Rules of Parkway Villas Condominium Association, Incorporated have been fully examined, and it is understood that all provisions of said documents shall be construed to be covenants running with the land and with every part thereof and therein, and every villa owner and claimant of the land or any part thereof or interest and his heirs, successors, executors, administrators and assigns shall be bound by all the provisions of these documents.

Membership in the Association shall be established by delivery to the Association of a copy of a deed or other instrument properly recorded in the Public Records of Manatee County, Florida, establishing a title to a villa in the condominium, and also that the Association shall be advised of any pledge or mortgage of an owned condominium parcel with pertinent information related thereto.

As a prospective buyer of the above identified Villa, I acknowledge and understand that the Villa is/has been put into full compliance with the Condominium Documents, including the current rules.

If approved, buyer/s hereby agree/s to be available for personal orientation at the request of the Board of Directors Seven (7) to ten (10) days before the closing date. A non-refundable fee of \$100.00 is required, per application, for the requisite background check. This fee is payable at the time of the orientation.

Signed _____ Home Phone _____ Cell Phone _____

Signed _____ Home Phone _____ Cell Phone _____

Address _____

Received by: _____
Print _____ Signature _____ Date _____

Board Member



Parkway Villas Condominium Association, Inc.
6000 Coral Way
Bradenton, Florida 34207

LESSEE(S) APPLICATION

DATE: _____

YOU MUST LIST ALL PROPOSED OCCUPANTS. NO PETS.

NAME _____
Print

UNIT # _____ VILLA # _____

NAME _____
Print

PHONE _____

ADDRESS _____
Rental Property Address

DATES OF YOUR LEASE _____ WITH NO SUB-LEASE PRIVILEGE

I/WE understand that per the Declaration of Condominium Section 16 "All leases shall be for a minimum of sixty (60) days and for a maximum period of one (1) year. If the lease is to be renewed, a new form for the renewal must be submitted. Background checks are good for one year. If renewal for the same person is over (12) twelve months a new background check must be submitted. Background is \$100 primary lessee, \$50 secondary lessee, is to be spouse or of blood relation. Otherwise, secondary person would be an additional \$100. Payable by check and made out to Parkway Villas.

Signature

Signature

Upon approval, you will need to make appointment with Sales and Leases for Orientation. Please contact the office of Sales and Leases.

Board Member

Date

Revised 4/2024



Parkway Villas Condominium Association, Inc.
6000 Coral Way
Bradenton, Florida 34207

LESSOR(S) APPLICATION

OWNER NAME _____

UNIT # _____ VILLA # _____

OWNER NAME _____

PHONE _____

ADDRESS _____

DATES OF YOUR LEASE _____ WITH NO SUB-LEASE PRIVILEGE

I/WE understand that per the Declaration of Condominium Section 16 "All leases shall be for a minimum of sixty (60) days and for a maximum period of one (1) year. If the lease is to be renewed, a new form for the renewal must be submitted. Background checks are good for one year. If renewal for the same person is over (12) twelve months a new background check must be submitted. Background is \$100 primary lessee, \$50 of spouse or blood relative. \$100 if other lessee. Payable by check and made out to Parkway Villas.

Signature

Signature