IW

IRONWEDGE PROPERTY OWNERS ASSOCIATION, INC.
HOMEOWNER/RENTER INTERVIEW SIGN-OFF

The completed and signed Ironwedge Homeowner/Renter Interview Sign-off form along with the Leasing Agreement must be emailed or mailed to the Property Manager at:

Blue Ocean Management

Email: manager@blueoceancommunities.com

Mailing Address: 1540 SW 8th St, #1148

Boynton Beach, FL 33426

Phone: 561-288-0049

DATE: _____

OWNER INFORMATION

OWNER NAME(S):	

PROPERTY ADDRESS:	

MAILING ADDRESS	

PRIMARY PHONE #:	( )	Check One: □Home □Cell □Work
SECONDAY PHONE #:	( )	Check One: □Home □Cell □Work
THIRD PHONE #:	( )	Check One: □Home □Cell □Work
EMAIL ADDRESS(ES)*:		

EMER. CONTACT NAME:	**Relationship:**
EMER. CONTACT PHONE #:	
EMER. EMAIL ADDRESS*:	

TENANT INFORMATION

Term of Lease: Beginning Month/Year: _____ End Month/Year: _____

TENANT NAME(S):		
PRIMARY PHONE #:	( )	Check One: □Home □Cell □Work
SECONDARY PHONE #:	( )	Check One: □Home □Cell □Work
THIRD PHONE #:	( )	Check One: □Home □Cell □Work
EMAIL ADDRESS(ES)*:		

IRONWEDGE HOMEOWNER/RENTER INTERVIEW "SIGN-OFF" FORM

This list of Ironwedge Rules & Regulations and other useful information will help make living here enjoyable for you and all your neighbors.

POA Fees and Payments (Buyer only)

• Quarterly Maintenance Fee is $2,180.00. It's due on Jan. 1st, Apr. 1st, Jul. 1st, and Oct. 1st. _____ _____

• Payments received after the 10th of the month will incur a late fee of 3.5% of the quarterly fee amount. _____ _____

• Checks should be made payable to IRONWEDGE POA and mailed to: Ironwedge POA, c/o Victory Accounting, PO Box 243399 Boynton Beach, FL 33424-3399. _____ _____
Additional payment options are on the online portal under the My Account tab.

Ironwedge Online Portal

On the portal you can make a payment, submit a work order, view violations, and submit a general inquiry.

• Register for the portal at https://engage.goenumerate.com/. _____ _____

Parking

• All cars must be parked in your driveway or your garage. _____ _____

• No parking of cars is allowed on the grass at any time. _____ _____

• No parking on the white and yellow lines. _____ _____

• Homeowner's commercial vehicles with any exterior writing must be parked in your garage or covered in your driveway at all times. _____

• Motorcycles must be parked in the owner's garage overnight. _____ _____

• Contractor vehicles may be parked in the street for short periods of time during the day. _____ _____

Leasing (Buyer only)

• Renting rooms in your Ironwedge home is not permitted. _____ _____

• Units shall not be used for commercial or professional purposes and shall only be used as single-family residences. _____ _____

• No unit shall be leased more than once in any one calendar year and for a period of time less than six months. The management company must be provided with a copy of the lease prior to the leasing start date. _____ _____

• If a homeowner's account is delinquent, new tenants will not be approved by the POA until the debt is satisfied. _____ _____

• If a homeowner's account is delinquent, and the unit has existing tenants, all funds from the tenants are to be paid directly to the POA via the management company until the homeowner's debt is satisfied. _____ _____

Garbage & Recycling

• Garbage and recyclables are collected on Monday mornings. _____ _____
• Garbage, Organic Debris, and Bulk Trash are collected on Thursday mornings. _____ _____
• Garbage cans and recycle bins should not be placed outside your townhouse on the street before 6 PM the night before collection day. _____ _____
For more information, go to www.swa.org.

Pool & Grill Area

• The pool, pool deck area, hot tub, saunas and grill area are open from dawn to dusk and may only be used during that time. _____ _____
• The pool is accessed by a key (given to you at your closing or available from our property management company for a small fee). _____ _____
• Children 12 years of age and under must be accompanied by an adult at all times. _____ _____
• Pool gates must remain closed at all times for safety reasons and should not be propped open. _____ _____
• Umbrellas should be closed and tied, furniture placed in the correct spot. Clean up after yourself before you leave. _____ _____
• Lock the restroom doors and gates when you leave the pool area. _____ _____
• No food or alcohol in the pool area. _____ _____
• Grills at the pool area are for resident's use only. The burners should be turned off and cleaned after use. _____ _____
• To host a small party at the pool, submit an application form located on the Helpful Information section of the associations Website (www.ironwedgepoa.com). Return this to form to Blue Ocean Management via email manager@blueoceancommunities.com to make arrangements for remitting a $150.00 refundable security deposit. The Association Board must approve your application, and a $150 refundable security deposit must be paid in advance of your party. _____ _____

Pets

• All dogs/pets must be on a leash at all times. _____ _____
• Clean up after your dog. Dog waste receptacles and bags are located around the community for your use. _____ _____
• No more than 2 pets are allowed in any unit. Outdoor cats are not allowed. _____ _____

Signs

Garage Sale, For Sale, and Political signs are not permitted in Ironwedge. _____ _____

Property & Flood Insurance (Buyer only)

• Property and flood insurance are obtained by the Association to cover the outside of the buildings up to the drywall on the interior. _____ _____
• Homeowners need to purchase an HO6 insurance policy to protect the interior of their townhouse. _____ _____

Roofs (Buyer only)

• The roofs are covered by the POA's property insurance for damage caused by a named storm, hurricane, or fire. _____ _____

• Roof repairs and replacement are the responsibility of the homeowner. _____ _____
• Information about approved roofing material can be found on the portal: Helpful Information and Forms section of the Resident Website. _____ _____

Emergency Contact Numbers

• In Case of Fire, Smoke, Odor of Gas, or Medical Emergency, call 911
• For issues with your electricity, contact FPL at 1-866-263-9186
• For issues with your water, contact the City of Boca Water Department at (561) 393-7750

Mailbox Keys

• If you are a new owner or a tenant, you need to get the key from the previous owner. _____ _____
• If there is not a mailbox key, you need to go to the Post Office to request the locks be changed. The Management Company does not have keys to the postal boxes. _____ _____

Termite Protection (Buyer only)

The POA does not deal with termites. Homeowners should have termite protection for their townhouse either by an individual contract with a pest control company or by treatment such as tenting the entire building and sharing the cost equally with all building owners. A copy of your termite protection contract should be sent to the property manager _____ _____

Cable Service (Buyer only)

Cable TV Service is paid by the Association as a part of your quarterly fees: Comcast Digital Starter Channels, 7 HBO channels, 1 digital receiver, 3 digital adapters, 3 remotes. All other TV options, internet, and land line phone costs are paid by the owner. _____ _____

Architect Requests (ACC) (Buyer only)

Architect Requests are for architectural modifications to townhouse exteriors – roof or window replacement, anything that requires a Palm Beach County permit.
• The ACC must be submitted on the Ironwedge portal, located under Helpful Information and Forms at the Resident Portal Website. _____ _____
• The ACC must be approved by the Association Board PRIOR to any work being started. _____ _____
• If you need paint to touch up a fence or replace fascia boards, the paint supplier and exact colors are on the Ironwedge Portal Document Library > Useful Association Information folder > Ironwedge Paint Information document. _____ _____

Groundskeeper & Work Orders

• The Grounds Manager at Ironwedge works mornings Monday through Friday. His supervisors are Property Management and the Association Board of Directors. Please do not make special requests of him. _____ _____
• Work orders should be submitted on the Ironwedge portal under Online Forms or by emailing the Property Manager at manager@blueoceancommunities.com with an attached photo. _____ _____

IMPORTANT: This document does not include all the rules and regulations of Ironwedge. Please refer to the Ironwedge Rules and Regulations document on the portal in the Under Governing Documents folder > Rules & Regulations document.

NEW OWNERS/TENANTS (Circle one)

Print _____ Sign _____

Print _____ Sign _____

Ironwedge Address: _____ Date Signed: _____

BOARD OF DIRECTORS CONDUCTING INTERVIEW (Names/Initials)

_____

Interview Date _____ Interviewer's initials _____