

To:
Attention:
Date:
Pages: _____

CHANGE OF ADDRESS AND OWNERSHIP
FOR PLATINA COMMUNITY MASTER ASSOCIATION

There is a \$100.00 administrative fee which must be attached to this package. Check must be made payable to PCMA

NEW OWNER

NAME:

ADDRESS:

PHONE

ALTERNATE ADDRESS:

**PLEASE MAIL NEW COUPONS TO NEW OWNER AT:
BOYNTON BEACH ADDRESS**

OLD OWNER

OLD OWNER:

ENTERED IN PLATINA (DATE):

BY:

PLATINA COMMUNITY **MASTER ASSOCIATION**

*******VOTING CERTIFICATE******* **(Designation of Voting Member)**

We, the undersigned, being the owners of the property located at _____ do hereby designate that _____ are entitled to cast one (1) vote at the Meetings of the above captioned Association until this Certificate is terminated or suspended by written notice to the Board of Directors of Association.

Dated this _____ day of _____

Owner's Signature

Please print your name

Owner's Signature

Please print your name

NOTE: This voting certificate is for the purpose of establishing who is authorized to cast the vote for any property owned by more than one person or owned by a corporation. It is not needed if a property is owned by only one (1) person. Please complete the voting certificate and return it as instructed in the cover notice.

PLATINA COMMUNITY MASTER ASSOCIATION, INC.

UNIT INFORMATION FORM –YEAR 2008

**Unit Owner(s) must complete to receive Platina Decal and Photo I.D. or Renewal
Unit Owner(s) are responsible for all information supplied and any update thereof**

*******UNIT OWNER NAME(S) AND ADDRESS*******

Unit Owner Name(s): _____ Mgmt Co: _____

Address: _____ Unit No.: _____ Village: _____

City: _____ State: _____ Zip Code: _____

Home Telephone: _____ Work, Cell or Fax Telephone: _____

E-Mail Address: _____ Café Card No: _____

******ALTERNATE ADDRESS******

Unit Owner Name(s): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Telephone: _____ Work, Cell or Fax Telephone: _____

E-Mail Address: _____

******EMERGENCY CONTACT******

Name: _____ Relationship: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Telephone: _____ Work, Cell or Fax Telephone: _____

E-Mail Address: _____

******UNIT WATCHER******

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Telephone: _____ Work, Cell or Fax Telephone: _____

E-Mail Address: _____

**MANDATORY: THE UNIT OWNER(S) WILL BE RESPONSIBLE FOR THE
ACTIONS OF THEIR GUESTS/OCCUPANTS AND WILL BE RESPONSIBLE
FOR ANY VIOLATIONS AND/OR DAMAGES TO THE COMMON ELEMENTS
DURING THE TIME THEY ARE GUESTS/OCCUPANTS.**

UNIT INFORMATION FORM – YEAR 2008

******OCCUPANTS******

Name(s): _____

Number of Adult Occupants: _____ Number of Children Occupants: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Telephone #: _____ Cell or Fax Telephone: _____

E-Mail Address: _____

DOES VILLAGE ASSOCIATION HAVE KEY(S) TO UNIT?: Yes: _____ No: _____

Name: _____ Address: _____

Home Telephone #: _____ Work, Cell or Fax Telephone: _____

.....

PERMANENT OCCUPANTS-TENANTS OR OTHERS MUST PROVIDE COPIES OF LEASE AGREEMENTS AND ABIDE BY ALL ASSOCIATION RULES AND REGULATIONS

SNOW BIRDS (SEASONAL RESIDENT OWNERS):

WHEN P.C.M.A. NEEDS TO COMMUNICATE IMPORTANT INFORMATION TO YOU, WE ASK THAT YOU PLEASE ASSIST US BY DOING THE FOLLOWING:

- 1. PLEASE INFORM THE ASSOCIATION OFFICE, IN ADVANCE, AS TO THE DATES YOU EXPECT TO BE AT YOUR OTHER (Non-Seasonal) ADDRESS.**
- 2. PLEASE INFORM THE ASSOCIATION OFFICE, IN ADVANCE, AS TO THE DATES YOU EXPECT TO BE HERE AT YOUR RESIDENCE.**

UNIT OWNERS(S) SIGNATURES: _____ DATE SIGNED: _____

UNIT OWNERS(S) SIGNATURES: _____ DATE SIGNED: _____

**Please return this completed form to:
Platina Community Master Association, Inc.
9640 Platina Av.
Boynton Beach, FL 33437**

**PLATINA COMMUNITY MASTER
ASSOCIATION**

RENTAL INFORMATION

Date:

Name of Renter:

Address:

Phone:

Rents from:

Phone:

Rental Dates:

**PLATINA COMMUNITY MASTER
ASSOCIATION
FOR YEAR 2008-2010**

NEW DECAL# _____

VILLAGE: _____

NAME: _____

ADDRESS: _____

PHONE: _____

RENTER: _____ **OWNER:** _____

VEHICLE

PLATE NUMBER (TAG): _____ **STATE:** _____

MAKE: _____

MODEL: _____

COLOR: _____

YEAR: _____

PHOTO ID FORM

Please issue a photo ID for the following new residents:

Name:

Address:

Phone Number:

Old Owner:

PLATINA COMMUNITY MASTER
ASSOCIATION

BUYER/SELLER RELEASE FORM

When your unit is up for sale, we suggest you use this form at closing, in order to have your closing go smoothly.

Seller should return the following items:

1. All pool keys
2. Platina photo I.D. cards
3. All gate entry cards
4. Remote control for entry to Platina
5. Café cards

AT CLOSING

INDICATE

MAIL BOX # _____

PARKING SPACE _____

Note: Seller must turn over to Buyer the Village & PCMA documents.

In the event the above items are not delivered at closing, the following costs will apply.

CAFÉ CARDS - \$10.00 EACH
GATE ENTRY CARDS - \$10.00 EACH
REMOTES - \$45.00 EACH

We hope the above suggestions help to make your closing go smoothly.

P.C.M.A.

NEWS YOU CAN USE ABOUT DirecPath/DirecTV

DirecPath 1-866-430-7284

Should only be called for the following reasons:

- Channel out
- Bad picture
- No internet connection
- Order new equipment
- Add additional equipment (receivers, modems)

DirecTV 1-800-531-5000

Should only be called for the following reasons:

- Changes to the DirecTV programming package
- Questions regarding DirecTV bill
- Add premium channels (sports, movies)

DO NOT CALL DirecPath FOR BILLING QUESTIONS ABOUT DirecTV. They are not responsible for billing issues with DirecTV.

Basically the only time a customer should call DirecTV is if you want to change your programming package or question your bill.

We hope this information will clear up some common questions being asked. Thank you