

Casa Costa Condominium

Casa Costa Condominium
400 N Federal Highway
Boynton Beach, Florida 33435
PHONE: 561-509-5410

Purchase Application Process

For our Sales application, applicants must complete the application through the United Screening website by going to the following link <https://casacostacondoassociation-application.quickapp.pro/> .

1. Please submit the following documents with the completed application online:
 - a. A copy of the sales contract.
 - b. If a company is listed on the purchase contract, please provide the Articles of Incorporation for the purchasing company.
 - c. Applicants photo ID
 - d. If applying with pet, a photo of your pet, vaccine records
 - e. Marriage certificate (if applicable and if married with different last names)
 - f. Proof of Homeowners insurance
 - g. Vehicle Registration
2. If any question is left unanswered or left blank, this application may be returned, not processed or not approved.
3. Missing information will cause delays in processing your application.
4. Any misrepresentation or falsification may result in disqualification.
5. After receipt of the completed package, credit and criminal background check, the forms will be reviewed, and the applicant(s) will be notified within seven (7) days via email.
6. **Once the application has been approved, it is the applicant's responsibility to reach out to the Management office for the following.**
 - a. For the Certificate of approval
 - b. After closing, provide the Management Office with a copy of the closing statement and warranty deed
 - c. Schedule an elevator reservation for move in date and time with the front desk (561-509-5410), complete the "Move in-out Elevator Reservation" form in the application to provide it to the front desk when making your reservation. Please note that there is a \$100.00 fee when reserving the elevators for exclusive usage when moving in or out. Also, the reservation **has to be made at least one week in advance.**
 - d. Contact the Management office to schedule a brief orientation at 561-509-5410 or if you have any questions.

PURCHASER'S RESPONSIBILITY: **The completion of this package is your responsibility.** All information required by the Association must be provided in a timely manner. Failure to provide a completed package **will delay** the Board's Approval, which is required for closing and/or moving into Casa Costa Condominium.