

## SINGLE SITE/COMPONENT SITE TIMESHARE FILING STATEMENT

### **DIRECTIONS:**

This filing statement must accompany each new single site or component site timeshare filing, and each such successor or concurrent developer timeshare filing submitted to the Division. If the requested information does not apply to the subject timeshare plan or component site, place "N/A" in the space provided.

A filing fee of \$ 2 per seven days of annual use availability which may be offered as part of the single-site timeshare plan must accompany this statement. If the number of days of annual use availability that may be offered is not evenly divisible by seven, the filing fee shall be prorated by dividing the total number of such days of annual use availability by seven and multiplying the result by the amount of the current fee.

If the proposed single-site offering is a phase timeshare plan, only the filing fees relating to the phase(s) being filed with this statement need be submitted herewith.

The developer understands that:

- (a) No closing may take place until:
  - (i) Developer receives an approval letter from the Division;
  - (ii) The timeshare project is complete as defined in Section 721.05(6), F.S.; and
  - (iii) The expiration of the purchaser's ten-day (10) cancellation period.
- (b) Pursuant to section 721.056, F.S., it is the duty of the developer to supervise, manage and control all aspects of the offering of this timeshare plan.

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FOR DIVISION USE ONLY

Developer# \_\_\_\_\_ Fee Rec'd By \_\_\_\_\_ Form Review \_\_\_\_\_ Reviewed by \_\_\_\_\_

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- (1) Name of Timeshare Plan or Component Site: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

(2) Name of Developer: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_

(3) Name(s) of Owner(s) of Underlying Fee \*: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

\* If more than one owner, list each owner on a separate sheet and the interest held by each.

(4) Developer's Attorney/Agent \*\*: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_

\*\* IF THE DEVELOPER DOES NOT SPECIFY IN WRITING BELOW THE PERSON THAT THE DEVELOPER WISHES TO RECEIVE SUBSEQUENT CORRESPONDENCE CONCERNING THIS FILING, ALL CORRESPONDENCE, INCLUDING DEFICIENCY LETTERS, WILL BE DIRECTED TO THE PERSON LISTED IN ITEM (4) ABOVE.

(5) Name of Single-Site/Component Site Managing Entity \*\*\*: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_

\*\*\*NOTE: The component site managing entity listed here will be held responsible for compliance with Section 721.13, F.S., pursuant to Section 721.56(4), F.S. If no component site managing entity is listed here, the vacation club managing entity listed in BPR Form 517 will be responsible for component site compliance pursuant to Section 721.56(4), F.S.

(6) What is the type of timeshare interest contemplated:  
Timeshare Estate ☐  
Timeshare License ☐  
Mixed ☐

- (a) What is the form by which the purchaser acquires an interest in the timeshare or component site?

Condominium	<input type="checkbox"/>	Tenancy-in-Common	<input type="checkbox"/>
Multi-Condominium	<input type="checkbox"/>	Vacation License	<input type="checkbox"/>
Phase Condominium	<input type="checkbox"/>	Lease	<input type="checkbox"/>
Cooperative	<input type="checkbox"/>	Other	<input type="checkbox"/>

(Please explain fully. Use additional space if necessary.)

- (7) What is the total number of non-timeshare units, timeshare units and timeshare interests (expressed in seven-day increments) in the timeshare plan or component site (if a phase timeshare plan, what is the total number of timeshare units and timeshare interests in all phases presently contemplated)? (NOTE: Please show maintenance periods separately.)

Non-timeshare Units \_\_\_\_\_  
 Timeshare Units \_\_\_\_\_  
 Timeshare Interests \_\_\_\_\_

- (8) If the timeshare plan or component site is a phase timeshare plan, what is the total number of timeshare units and timeshare interests in the phase(s) being filed? (NOTE: Please show maintenance periods separately.)

Non-timeshare Units \_\_\_\_\_  
 Timeshare Units \_\_\_\_\_  
 Timeshare Interests \_\_\_\_\_

- (9) What is the total number of maintenance periods contained in the timeshare plan or component site? \_\_\_\_\_

- (10) How many timeshare interests are being offered in this timeshare filing? \_\_\_\_\_

- (11) Have condominium parcels, whole units, timeshare units, or timeshare interests been offered for sale in this timeshare plan or component site by another developer?

YES ☐ NO ☐

If YES, how many of each have been sold of each type? \_\_\_\_\_

- (12) Is this timeshare plan in a development that contains more than one filed timeshare plan?

YES ☐ NO ☐

- (a) IF YES, please answer (a), (b), and (c) below.

- (b) Does each filed timeshare plan have its own association? YES ☐ NO ☐

- (c) Is there only one association that operates all of the filed timeshare plans?  
YES ☐ NO ☐

Please indicate the name and fiscal year of each association.

- (d) Is there both a separate association for each filed timeshare plan and a master/umbrella association?  
YES ☐ NO ☐

IF YES, please indicate the name and fiscal year end of the association.

- (13) Is the timeshare plan a conversion of existing, previously occupied improvements?

YES ☐ NO ☐

IF YES and a condominium, please answer the following questions:

- (a) What improvement assurance has the developer chosen pursuant to Section 721.03(3)(e)?

Warranties \_\_\_\_\_

Bonds \_\_\_\_\_

Reserves \_\_\_\_\_

- (b) What was the prior use of the structure(s)?

- (14) Is the timeshare plan in a development that includes, or will include, other types of ownership such as single family detached homes or townhouses (planned unit development)? YES ☐ NO ☐

- (15) What other legal description not specified in question (12) through (14) might characterize the timeshare plan? (Example: leasehold, land condominium, etc.)

\_\_\_\_\_

- (16) Is the timeshare instrument (Declaration of Condominium or Declaration of Covenants, Conditions & Restrictions) recorded? YES ☐ NO ☐

IF YES, please provide the following information:

Date recorded \_\_\_\_\_

Book \_\_\_\_\_

Page \_\_\_\_\_

County recorded \_\_\_\_\_

- (17) Is the developer reserving the option to offer condominium parcels or whole units, as well as timeshare interests? YES ☐ NO ☐

- (18) Will purchasers of this timeshare plan or component site use recreational or other facilities that are or will be owned by parties other than the purchasers or Developer of this timeshare plan? YES ☐ NO ☐

IF YES, please answer the following questions:

(a) Is there a contract with the owner of the recreational facilities?  
YES ☐ NO ☐

(b) IF YES, what is the duration of the contract?

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(NOTE: Attach copy of contract for review.)

(c) If there is no contract, what other provisions for use exists? (Example, easement, etc.)

(19) Does or will the association, developer or other entity charged with the management of the timeshare plan or component site employ professional management? YES ☐ NO ☐

IF YES, please answer the questions below:

(a) Is there a written management contract? YES ☐ NO ☐

(b) Is the management function to be performed by a management company?  
YES ☐ NO ☐

If yes, state the management company's:

Name

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Address

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Telephone Number \_\_\_\_\_

(c) Is the developer of this timeshare plan or component site affiliated with the professional management? YES ☐ NO ☐

(d) Does the manager have a Community Association Management License?  
YES ☐ NO ☐

(If timeshare plan is in operation in Florida, a copy of the Florida CAM License required by Chapter 468, F.S., must be included in this filing.)

(20) Are any units within this timeshare plan or component site subject to a recreational facilities lease? YES ☐ NO ☐

IF YES, does the lease have an escalation clause tied to a nationally recognized price index ?  
YES ☐ NO ☐

- (21) Are units within this timeshare plan or component site subject to a land lease?  
YES ☐ NO ☐

IF YES, does the lease have an escalation clause tied to a nationally recognized price index?  
YES ☐ NO ☐

- (22) Is the developer obligated under any mortgage encumbering this timeshare plan or component site ? YES ☐ NO ☐

IF YES, please provide the following information for each mortgage:

- (a) Name of Lender: \_\_\_\_\_  
(b) Address: \_\_\_\_\_  
(c) City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
(d) Does the mortgage have release clauses? YES ☐ NO ☐  
(e) Will purchaser acquire an interest in the timeshare plan or component site subject to any of the mortgages currently existing against property? YES ☐ NO ☐  
(f) Does this filing include a recorded copy of a nondisturbance and notice to creditors instrument regarding pre-existing mortgages and other encumbrances pursuant to Section 721.08(2)(c)1.a.(IV), F.S.? YES ☐ NO ☐  
(g) Please provide copies of encumbering documents.  
(23) If the construction or remodeling, landscaping and furnishing of the timeshare plan or component site is not "complete" pursuant to Section 721.05(6), F.S., what is the anticipated completion date of the phase filed? \_\_\_\_\_.  
(24) Is this timeshare plan or component site participating in or affiliated with an exchange program? YES ☐ NO ☐

IF YES, what is the name and address of the exchange company?

- (b) Please indicate the form of timeshare interest occupancy associated with this timeshare plan or component site:

- |                                      |                          |
|--------------------------------------|--------------------------|
| (a) All fixed timeshare interests    | <input type="checkbox"/> |
| (b) All floating timeshare interests | <input type="checkbox"/> |
| (c) Combination fixed and floating   | <input type="checkbox"/> |
| (d) Point-based system               | <input type="checkbox"/> |

If "combination," please designate units devoted to fixed timeshare interests.

- \_\_\_\_\_  
(e) Other (describe)  
\_\_\_\_\_

(25) Transactions for the sale of timeshare interests will be entered into by:

- (a) Deed and mortgage transactions with deed to be transferred within \_\_\_\_\_ days of contract execution.
- (b) Agreement for deed, with normal pay-out period of \_\_\_\_\_
- (c) Lease for \_\_\_\_\_ years.
- (d) Lease for \_\_\_\_\_ years with future interest. \_\_\_\_\_
- (e) Vacation license for \_\_\_\_\_ years.
- (f) Other (explain) \_\_\_\_\_

(26) As a condition of ownership, are purchasers in this timeshare plan or component site required to join a recreational club, such as a golf or tennis club?

YES ☐ NO ☐

(27) Is the association under developer or unit-owner control?

Developer ☐ Unit-Owner ☐

If under Unit-Owner control, when did turnover occur? \_\_\_\_/\_\_\_\_/\_\_\_\_

(28) This filing is being submitted by a (creating/concurrent/successor) developer.

(29) **TIMESHARE FILING CHECKLIST**

	Executed Copy Enclosed	Copy of Proposed Document Enclosed	N/A
Public Offering Statement Text	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Declaration of Condominium	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cooperative Documents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Declaration of Covenants and Restrictions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Articles of Incorporation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bylaws	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Underlying Lease	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management Contract and Other Contracts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Estimated Operating Budget	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plot Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Floor Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Survey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leases for Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Declaration of Servitude of Properties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Statement of Change in Condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Purchase Contract	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Executed Escrow Agreement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rules and Regulations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Documents Creating the Timeshare Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Contracts or Leases Signed by Purchasers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Form of Agreement for Tax Escrow Payments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sales Brochure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Certificate of Original Documents			



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Non-Florida Regulatory Documents or Letters

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Form Receipt for Timeshare Documents

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List and Description of Exhibits  
Not Provided to Purchasers

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(30) Have you provided all the information requested, and is the information contained herein true and correct? YES ☐ NO ☐

BY: \_\_\_\_\_ DATE: \_\_\_\_\_