

**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
DIVISION OF FLORIDA CONDOMINIUMS, TIMESHARES, AND MOBILE HOMES**

Note that this form is to be used where a party seeks to have someone other than an attorney represent the party in arbitration or mediation proceedings under Chapter 720, Florida Statutes.

_____,
**Petitioner(s) (name of association
or homeowner filing petition),**

v.

Case No. _____
(To be assigned by Division)

_____,
**Respondent(s) (name of association or
homeowner named as respondent).**

QUALIFIED REPRESENTATIVE APPLICATION

This form shall be filed if a person other than an attorney files any pleading or paper on behalf of a party.

1. Name, mailing address, telephone number, and e-mail address of representative:

2. The name of the party who you are representing:

3. If the party is an association, or any other corporation, either attach the minutes of the board meeting at which the board authorized the representation or attach an affidavit stating the date of the board meeting at which you were given authority to represent the association in this proceeding.

4. State your relationship, if any, to the party you wish to represent:

5. State your qualifications to appear as a representative in this arbitration proceeding including all

relevant employment history, education, familiarity with the operation and administration of a homeowners' association and knowledge of Chapters 61B-80-83, Florida Administrative Code. (A prepared resume may be attached and incorporated).

The above information is true and correct, I have read the relevant sections of chapter 720, Florida Statutes, as appropriate, and the association documents, and I have read all of the applicable rules of procedure.

Signature of Representative*

** Pursuant to section 837.06, F.S., whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his official duty shall be guilty of a misdemeanor of the second degree, punishable as provided in section 775.082 or section 775.038, Florida Statutes.*

I am the petitioner/respondent in this proceeding. I am aware that I can represent myself in this proceeding or that I may obtain the services of an attorney, at my own expense. However, I have chosen _____ to represent me in this proceeding, and I authorize him/her to represent me in all matters that may arise during these proceedings. I understand that all papers will be served on my representative and that any documents signed by him/her and any agreements reached by him/her on my behalf are binding on me.

Signature of party approving representation

Date