

APPLICATION FEE: \$500.00 Non-refundable

Date rec'd: _____ Long term: _____ to _____

Cash/Check # _____

Make copy of check and attach to form.

TENANT DEPOSIT FEE: \$500.00 Cash/Check #: _____ Deposit fee refundable at end of rental period less any fines or penalties invoked for destruction of Indian Rocks property or violation of Indian Rocks rules and regulations, by-laws, or protective covenants.

Make copy of check and attach to form.

Employee Initials: _____

INDIAN ROCKS POA, INC. OF LEDGEDALE
RENTERS POLICY & AGREEMENT
READ AND SIGN ALL PAGES

PROPERTY OWNER'S NAME: _____ I.R. LOT #: _____

ADDRESS _____

PHONE # (H) _____ (W) _____

TENANT'S NAME _____

PERMANENT ADDRESS _____

PHONE # (H) _____ (W) _____

PREVIOUS ADDRESS _____

TENANTS DRIVERS LICENSE NUMBER _____

NAMES OF ALL OCCUPANTS OF THE HOUSE #. _____ ADULTS _____ CHILDREN _____

AGES OF CHILDREN _____

1. _____ 2. _____ 3. _____

4. _____ 5. _____ 6. _____

COPY OF TENANT'S LEASE AGREEMENT MUST BE ATTACHED.

TENANT TO PROVIDE A COPY OF A PREVIOUS ELECTRIC, PHONE OR CABLE BILL.

CRIMINAL RECORDS CHECK RECEIVED: _____

CREDIT CHECK RECEIVED: _____

HAVE YOU BEEN GIVEN A COPY OF THE INDIAN ROCKS HANDBOOK WITH ALL RULES AND REGULATIONS, BY-LAWS AND PROTECTIVE COVENANTS? _____

TENANTS SIGNATURE _____ DATE _____

PROPERTY OWNER SIGNATURE _____ DATE _____

TENANT REFERENCES: (MUST BE COMPLETE. REFERENCES WILL BE CONTACTED):

| <u>NAME</u> | <u>ADDRESS</u> | <u>PHONE NO.</u> |
|-------------|----------------|------------------|
| 1. _____ | _____ | _____ |
| 2. _____ | _____ | _____ |
| 3. _____ | _____ | _____ |

PREVIOUS LANDLORD: _____ **PHONE #:** () - ____ - _____
ADDRESS: _____

TENANT VEHICLE IDENTIFICATION: NUMBER OF CARS: _____

1. MAKE: _____; COLOR: _____; I.R. STICKER ID#: _____
 LIC#/STATE: _____; REGISTRATION#/NAME/YR: _____

2. MAKE: _____; COLOR: _____; I.R. STICKER ID#: _____
 LIC#/STATE: _____; REGISTRATION#/NAME/YR: _____

3. MAKE: _____; COLOR: _____; I.R. STICKER ID#: _____
 LIC#/STATE: _____; REGISTRATION#/NAME/YR: _____

TENANT GOLFCART REGISTRATION

1. MAKE: _____; YR: _____; COLOR: _____; I.R. ID #: _____
FEE PAID: \$ _____ () CHECK # _____ () CASH

PETS: ONLY ONE PET ALLOWED (DOG OR CAT) BREED: _____
DOGS MUST BE LEASHED AT ALL TIMES – SEE HANDBOOK.

INDIAN ROCKS RENTAL POLICY PROCEDURES & DEFINITIONS

| | |
|--------------------------------|------------|
| TENANTS SIGNATURE _____ | DATE _____ |
| PROPERTY OWNER SIGNATURE _____ | DATE _____ |

THIS RENTAL POLICY WAS ADOPTED BY THE BOARD OF DIRECTORS TO ESTABLISH GUIDELINES FOR THE OWNER AND THE TENANT IN ORDER FOR ALL PARTIES TO BECOME AWARE OF THE PROTECTIVE COVENANTS AND RULES AND REGULATIONS. THIS IS A MEANS OF ENJOYMENT, AWARENESS AND PROTECTION FOR THE TENANT AND THE INDIVIDUAL PROPERTY OWNER (S) TO SAFEGUARD THEIR INTEREST AND INVESTMENT.

VIOLATIONS/FINE: A FINE OF \$100.00 (FIRST OFFENSE) and \$500.00 (SECOND OFFENSE) WILL BE ATTACHED TO THE PROPERTY OWNERS ACCOUNT FOR FAILURE TO SUBMIT ALL REQUIRED INFORMATION AS PER THIS POLICY. FINES FOR VIOLATIONS OF RULES AND REGULATIONS OF INDIAN ROCKS CAUSED BY THE TENANT WILL BE SUBTRACTED FROM THE TENANT'S DEPOSIT FEE. IF THE DEPOSIT FEE IS DEPLETED BECAUSE OF FINES AND VIOLATIONS, THE BALANCE WILL BE CHARGED TO THE LANDORD'S ACCOUNT. THE CONDUCT OF THE TENANT WILL BE THE RESPONSIBILITY OF THE LANDLORD, AND THE LANDLORD WILL BE EXPECTED TO CONTROL HIS TENANT.

LEASE/RENTAL: IS DEFINED AS THE OCCUPANCY OF A HOME IN INDIAN ROCKS FOR A PERIOD OF MORE THAN SEVENTY-TWO (72) CONSECUTIVE HOURS BY PERSON OR PERSONS OTHER THAN THE REGISTERED PROPERTY OWNER (S).

SHORT TERM LEASE: IS DEFINED AS **LESS THAN A MONTH. A LEASE AGREEMENT IS NOT REQUIRED HOWEVER, THE INFORMATION ON PAGES 1 & 2 IS REQUIRED, ALONG WITH SIGNATURES ON ALL PAGES OF ALL PARTIES. THIS IS TO BE ON FILE IN THE ASSOCIATION OFFICE THREE (3) DAYS BEFORE THE COMMENCEMENT OF THE LEASE OR, AT THE LATEST, BEFORE THE TENANT OCCUPIES THE PROPERTY. RESPONSIBILITY FOR PROVIDING SAME IS THE OBLIGATION OF THE OWNER. **(THE PROPERTY OWNER IS THE RESPONSIBLE PERSON)****

LONG TERM LEASE: IS DEFINED AS OVER A MONTH. THE TENANT MAY NOT ASSIGN OR SUBLET THE LEASE WITHOUT THE CONSENT OF THE LANDLORD, WHICH SHALL NOT BE UNREASONABLY WITHHELD, AND WITHOUT FULL COMPLIANCE WITH SAID RULES & REGULATIONS THROUGH THE ASSOCIATION.

THE PROPERTY OWNER SHALL BE RESPONSIBLE TO PROVIDE THE TENANT (S) WITH COPIES OF ALL RULES AND REGULATIONS, RENTAL POLICY ETC. AS REQUIRED.

AT LEAST **30 DAYS** BEFORE OCCUPANCY BY THE TENANT, THE OWNER IS TO NOTIFY THE ASSOCIATION OFFICE AND PROVIDE ALL THE NECESSARY INFORMATION AS PER THE RENTAL POLICY.

| | |
|-------------------------------|-----------|
| TENANTS SIGNATURE _____ | DATE_____ |
| PROPERTY OWNER SIGNATURE_____ | DATE_____ |

VERIFICATION

I HAVE READ THE FOREGOING DOCUMENT AND TO THE EXTENT IT IS BASED UPON INFORMATION PROVIDED BY THE LANDLORD AND INFORMATION PROVIDED BY THE TENANT, IT IS TRUE AND CORRECT TO THE BEST OF THE LANDLORD'S KNOWLEDGE AND TO THE BEST OF THE TENANT'S KNOWLEDGE, INFORMATION AND BELIEF.

I UNDERSTAND THAT ANY FALSE STATEMENTS MADE HEREIN ARE SUBJECT TO THE PENALTIES OF 18 PA C.S.A. SECTION 4904, RELATING TO UNSWORN FALSIFICATION TO AUTHORITIES.

PLEASE NOTE: During the months of December, January, February, March, & April, Indian Rocks has a winter road weight restriction that excludes vehicles with a GVW of over 10,000 pounds. Please use smaller, lighter moving vehicles. Violations are subject to fine. Contact the office concerning temporary lift of the ban, under certain weather conditions, at the discretion of the Maintenance Manager.

TENANTS SIGNATURE _____

DATE_____

PROPERTY OWNER SIGNATURE_____

DATE_____