

Lake Ridge Association

Date: May 19, 2016
To: All Co-Owners
Lake Ridge Condominium Association
From: Board of Directors
RE: New Rule—Rental Registration
Adopted 5/17/16, Effective 6/17/16

Dear Co-Owner:

At the May 17, 2016 meeting the Board of Directors further defined the Rules regarding rental units. It has always been required that Co-Owners provide a fully executed Lease and Addendum to Lease for each tenant. The Board will now require a rental registration form that includes tenant contact information & vehicle registration information along with verification that the Co-owner has provided the renter with the Rules & Regulations. The forms must be updated annually or with each new tenant.

To be in compliance rental units must provide:

- ◆ Fully executed lease
- ◆ Addendum To Lease
- ◆ Rental Registration Form
- ◆ Provide renters with the Lake Ridge Rules & Regulations.

It is the Co-Owner's responsibility to assure their tenant is informed as to pertinent communication from the Association that may affect the unit such as projects or new policies. Communication from the Association is mailed to the Co-Owner at the address of record.

Renters are held to the same standards of conduct as all the other Co-Owners in the community as dictated by the Rules & Regulations, By Laws and Master Deed. Co-Owners are responsible for the actions of their tenants.

Failure to comply will result in violations and fines being issued in accordance with the Association documents.

Board of Directors