



The Lakes Community Association
 5501 S. Lakeshore Drive
 Tempe, AZ 85283
 P: (480) 838-1023 ext. 105
 E: tabie@thelakesoftempe.com

Lot #: _____	Expires: _____
Membership Type: _____	
Receipt #: _____	
Paid Date: _____	Payment: _____

Tenant Registration Form

*** Only fill out this form if you are renting your home. ***

Owner / Legal Agent Information

Property Address: _____

Owner /Agent Name: _____ Phone: _____ Email: _____

Mailing address if different: _____

Membership type: Short Term Tenants Long Term Tenants

(\$30.00 registration fee due with completed form – access provided upon receipt of form and fee)

For rentals, owners have a choice to **keep** the Clubhouse access for themselves **or** owners can **sign over** access to the Tenant(s). *If owners **sign over** access, they will not have access to the Clubhouse.*

Do you wish to **Keep** _____ or **Sign Over** _____ access to Clubhouse? *(Initial next to your choice)*

List All Adult Occupants of Property:

Name: _____ Phone: _____ Email: _____

Name: _____ Phone: _____ Email: _____

Name: _____ Phone: _____ Email: _____

Name: _____ Phone: _____ Email: _____

Minors (over age 5 that will be using facility):

Name: _____ Name: _____ Name: _____

Dates of Tenancy / Visit:

Start Date: _____ End Date: _____ *(maximum 2-year lease then form must be renewed)*

LEGAL OWNER / AGENT SIGNATURE

I, the legal owner/agent, have read and agree to abide by all terms and conditions stated in the Rental Property Policy as set forth on the reverse side of this document as may be amended from time to time. I also understand that I am responsible for any fines and/or penalties levied against tenants/occupants for violation of any provision of the Governing Documents.

SIGNATURE

PRINTED NAME

DATE

TENANT/LODGER SIGNATURES

I, the tenant/occupant, hereby acknowledge and agree to abide by all terms and conditions stated in the Rental Property Policy as set forth on the reverse side of this document as may be amended from time to time.

SIGNATURE

PRINTED NAME

DATE

SIGNATURE

PRINTED NAME

DATE

_____ SIGNATURE	_____ PRINTED NAME	_____ DATE
_____ SIGNATURE	_____ PRINTED NAME	_____ DATE
_____ SIGNATURE	_____ PRINTED NAME	_____ DATE

(Tempe's single-family districts, the maximum number of unrelated people that can live together is three (3), regardless of the size of the home or number of bedrooms in the home. This is Tempe Code. Therefore **only (3) unrelated people may rent a home in The Lakes or gain access to the facilities**)

**Legal Owner/Agent Manager & Tenant/Lodger Agree to the Following
Terms and Conditions**

The LCA Board of Directors under the rule-making authority granted by the CC&Rs has adopted the information stated herein. The Rules and Regulations ("Rules") of the Association are not limited to those appearing here and are subject to change, and all Owners and Tenants/Occupants are subject to those changes, regardless of the date of signing this agreement.

General:

1. The Owner is responsible for the completion of applicable forms and provisions to ensure that all required fees and assessments are paid when due.
2. Privileges cannot be shared between the absentee Owner and the Tenants/Occupants. Absentee legal Owner(s) must either assign or retain their facilities use privileges.
3. All Rules, By-Laws and CC&Rs must be followed and abided by at all times. Legal Owner is responsible for any fines and/or penalties levied against Tenants/Lodgers, including guests, for violations of any Rules, By-Laws, and CC&Rs.
4. Tenant/Lodger Registration Form submitted to the Association must be the original, and must state the terms and the means by which the Owner or a proper representative can be contacted.
5. The Guest Policies for common areas/recreational facilities are outlined in the community's Clubhouse, Boating and Fishing Rules. The Owner shall make Tenants/Lodgers aware of these policies. Copies are available from the Association Office.
6. A registration fee of \$25.00 is required for each new Tenancy and any time a lease is altered to add a new tenant.
7. Tenants/Lodgers residing in a property for 30 days or less will be issued a temporary, short-term pass. Tenants/Lodgers staying for longer than 30 days will need to obtain a picture ID from The Lakes Clubhouse front desk at a cost of \$5.00 per tenant.

Lost Cards:

Replacement cards for all facilities will be at a cost of \$5.00 each.

Association Assessments:

Assessments are payable in quarterly installments due on January 1st, April 1st, July 1st and October 1st of each year. It is the responsibility of the Owner to pay on time regardless of the receipt of a bill or statement. Any balance due on an account result in the loss of use of The Lakes facilities.

Association Rules and Regulations:

The Association has the authority to change current Fees or Rules. Owners are notified of any changes through publication in a newsletter, Association Web Page, or the Lakes Log.