

RENTAL REGISTRATION PROCESS

revised by the Board of Trustees, June 9, 2018

Dear Cobmoosa Rental owner:

The Cobmoosa Shores Association Board has established a Rental Registration Program aligned with the Board's responsibilities in the Commercial Use clause of the protective covenants to help maintain a safe and enjoyable environment for all members and their renters.

The purpose of this Registration Program will be to:

- A. Provide all members with awareness and common understanding of the Rental registration program and expectations that Rental Owner will be asked to follow.
- B. Outline the responsibilities that each Rental Owner will have to ensure their guests are aware of Cobmoosa Protective Covenants and to address issues that may arise.
- C. Provide Rental Owners with a consistent set of tools to make their renters aware of the Relevant Protective Covenants that are in place for all members and visitors.
- D. Provide the membership and board with tools to contact Rental Owners in case of extreme situations
- E. Establish an avenue to discuss and resolve complaints regarding rentals where needed.
- F. Be easy for Rental owners to comply with and will be minimally intrusive to them.

The Registration Program will require each Rental Owner to do the following:

1. Complete the Rental Registration form and submit it by April 1st along with a blank copy of the rental agreement that they use when renting their properties. If there are no substantial formal complaints in the first year of registration, the registration period may be extended for two additional years with no further action required of landlords. Registration renewals may be for three-year periods thereafter, if there have been no substantial formal complaints.
2. Obtain and post a copy of the Protective Covenants relative to rentals in their Rental Properties. This document will be supplied by the Board.
3. Rental Owners will also be asked to obtain a signed copy of the relevant Protective Covenants from each Renter.

It is our intent to provide contact information upon request to neighbors so that concerns can be addressed informally on a neighbor to neighbor basis. However, if the owner requests that it not be shared it will be held by the C.S.A Board.

Please Complete the Form below and return to any Board member or the CSA Mail address:

Property owners name(s): _____

Address/lot number(s): of property to be rented: _____

Maximum occupancy (per the rental agreement): ____

Maximum number of vehicles which may be parked at the property: ____

Contact Information:

Name of person(s) to be contacted: _____

Daytime phone number: _____

Evening phone number: _____

E-mail address: _____

Type of contact desired if immediate attention is needed (check one):
 Phone,
 e-mail
 Text

Please check one:

I/we permit the Board to share my contact information with my neighbors

I/we do not permit the sharing of my contact information with my neighbors.

Owner's Signature: _____