

AIRBNB RULES AND REGULATIONS

(All lines must be initialed by Homeowner)

- _____ 1. A copy of the city's permit should be sent to Towne Properties and approved before the homeowner can rent.
- _____ 2. Provide the Link to the ad on Airbnb, any other sites where it is listed
- _____ 3. Homeowner must provide a copy of our HOA handbook with its rules in it, **BEFORE** the tenant takes possession
- a. If they don't have the latest, they must obtain it from the HOA management
- _____ 4. Homeowner must certify that they have proper business, tenant and landlord insurance in effect and will remain in effect
- _____ 5. Homeowner is liable and responsible for all damage caused by tenants or their guests to common areas
- _____ 6. Homeowner is liable and responsible for tenant pool usage
- a. The tenant is their guest and they are liable for any and all violations
- b. There is **24/7** active video surveillance
- c. They **MUST** enter with the owner's fob only
- d. Homeowner **MUST** obtain the Pool FOB back from the tenant on departure
- _____ 7. Homeowner will personally explain to each tenant (these are all in the HOA Handbook to refer to):
- a. parking spaces max to be used for vehicle parking only
- b. Our Pool Rules
- c. Trash and Recycling handling and rules
- d. No disturbances of neighbors
- _____ 8. Homeowner must have Proofs of identification of all tenants and they will need to be screened and approved
- _____ 9. Provide contact info to HOA management:
- a. Owners 24/7 contact info – phones and emails
- b. ALL tenants' names, contact info, phones, emails and PHYSICAL ADDRESSES, including children
- c. Length of stay – in and out dates

SHORT – TERM RENTALS: TENANT INFORMATION

Please attach any additional contact information.

ADULTS:

Name: _____

Email: _____

Telephone Number: _____

Name: _____

Email: _____

Telephone Number: _____

Name: _____

Email: _____

Telephone Number: _____

CHILDREN:

Name: _____ Age: _____

Name: _____ Age: _____

Name: _____ Age: _____

Name: _____ Age: _____

HOMEOWNERS INFORMATION

Name: _____

Telephone Number: _____

Email Address: _____

SIGNATURES:

Homeowners Signature: _____

Date: _____

HOA/Management Approved Signature: _____

Date: _____