

Campo Verde Homeowners Association

LEASING POLICIES & PROCEDURES

EFFECTIVE MARCH 1, 2008

This Leasing Policies & Procedures is promulgated by the Board of Directors the 28th day of January, 2008, pursuant to Article 7, Section 7.6 of the Declaration of Covenants, Conditions and Restrictions for Campo Verde Homeowners Association as recorded on June 30, 2004 in Document No. 4990620-56-2-2 in the office of the Maricopa County Recorder ("CC&Rs"). Accordingly, the Board of Directors has enacted the following Rules and Regulations in accordance with Article 7.6 of the CC&Rs, which Association members must follow in leasing their property.

1. All lease agreements shall contain the Tenant Information Sheet ("Exhibit A") as an addendum to the agreement.
2. Leases shall be of a minimum of thirty (30) days. Any and all modifications to the lease agreement must be submitted to the Association or the Associations Agent within ten (10) days of execution. All lease agreements shall contain a provision that expressly requires tenants to abide by the CC&Rs, By-Laws and Rules and Regulations, and any other governing document ("Governing Documents") of the Association.
3. All leases shall contain a provision whereby the Landlord acknowledges that they are responsible for the conduct of their tenant(s) and that failure by the tenant(s) to comply with the Association's Governing Documents is in default under the lease.
4. Tenant(s) shall conform to the parking regulations as presented in the Association's Governing Document(s). Tenant(s) shall limit exterior parking to the driveway and will not park vehicles in the street overnight at any time.
5. Any landlord shall provide the Association with their current address, telephone number(s) and e-mail address.
6. Landlord shall immediately inform the Association upon termination of any lease or leasing activities.
7. Any Lot that is currently in a Lease Agreement, at the expiration of the current lease agreement, shall add this Leasing Policies and Procedures into and shall become part of any future lease agreement and/or renewal.
8. Landlord is responsible for all fines, costs and reasonable attorney's fees and costs incurred by the association as a result of the Association's need to enforce these Leasing Policies and Procedures.

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Exhibit "A"

TENANT INFORMATION SHEET

Lot # _____

Property Owner Name

First Tenant's Name

Property Address

Second Tenant's Name

Property Owner Mailing Address

Third Tenant's Name

Property Owner Telephone

Tenant Phone

Property Owner E-Mail

Tenant E-Mail

Property Owner Signature

Tenant Signature

1. Has the Tenant(s) received and read the Rules and Regulations? Yes/No

2. Term of Lease Move-In Date Move-Out Date

3. Number of Vehicles, make, Model, License # & Color

Vehicle #1 _____ License # _____

Vehicle #2 _____ License # _____

Vehicle #3 _____ License # _____

Lot Owner Signature: _____

Lot Owner (Print Name) _____

Lessee # 1 Signature: _____

Lessee # 2 Signature: _____

Date Submitted to Campo Verde HOA: _____