

**LAKESHORE COMMUNITY ASSOCIATION**

**TENANT REGISTRATION FORM**

Lakeshore CC&R's Article 8 Leasing of Residence requires that members shall promptly notify the Association in writing of the name and address of Lessee as well as such other information relative to the lease and Lessee as the Association may reasonably request. Please complete this form and return to The Emmons Company to enable management to update Association records accordingly **within 15 days**. Information will be kept confidential. Thank you for your cooperation. If your leasing status changes, i.e. change of tenant or if you no longer lease your residence, please contact The Emmons Company.

Lakeshore leasing rules include but are not limited to:

- The initial lease term must be no less than 6 months.
- No member may lease less than the entire residence.
- The Member is to provide a copy of the Rules & Regulations and Architectural Guidelines to the tenant. A signed receipt by the tenant acknowledging receipt of said documents to be provided to the Board of Directors via the Management Company.
- Members automatically relinquish their rights to use association common area facilities while the home is being leased.
- Members are responsible for any damage caused by their tenants or the tenant's guests or pets.

**Please complete information below:**

- 1) PROPERTY ADDRESS: \_\_\_\_\_
- 2) OWNER'S NAME(S): \_\_\_\_\_
- 3) OWNER'S PHONE NUMBERS: HOME: ( ) \_\_\_\_\_  
 WORK: ( ) \_\_\_\_\_ CELL: ( ) \_\_\_\_\_
- 4) EMAIL ADDRESS(S): \_\_\_\_\_
- 5) OWNER'S MAILING ADDRESS: \_\_\_\_\_
- 7) TENANT NAME(S): \_\_\_\_\_
- 8) TENANT PHONE NUMBER: \_\_\_\_\_
- 9) TENANT EMAIL ADDRESS: \_\_\_\_\_
- 10) START DATE OF LEASE \_\_\_\_\_ END DATE OF LEASE \_\_\_\_\_

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 I/We acknowledge receiving a copy of Lakeshore's Rules & Regulations and the Architectural Guidelines.

\_\_\_\_\_  
 Tenant Signature

\_\_\_\_\_  
 Date