

# The Acacia Association

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<http://www.acacia-ihp.org>

## NEW HOMEOWNER INFORMATION

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL: \_\_\_\_\_

May we contact you by email with Acacia official business only? \_\_\_\_\_

Will you be living in the unit purchased? \_\_\_\_\_

If you will not be living in the unit purchased, please write the name and relationship of renter.

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

**Per the Rental Unit Rules and Regulations (effective January 1, 2020) A unit must be owned for 12 months before it can be leased to anyone except the following family members: parent, step parent, spouse, child, step child, sibling, or step sibling.**

\_\_\_\_\_ **I have received, read and understand the attached rental rules and regulations.**

If you will be renting your unit, please be sure to contact the office for the necessary paperwork.

Once you move in, please contact the Acacia office. Our welcome committee will contact you to set up a visit. During the visit they will share pertinent Acacia information with you-Rules and Regulations, garbage pick-up and necessary paperwork for all new residents, etc.

**Please return this form to the Acacia office within 30 days of closing.** You can email, fax or drop off in person.

# **RENTAL UNIT RULES AND REGULATIONS**

**Adopted by Board of Directors August 2019**

**Effective January 1, 2020**

1. A unit must be owned for 12 months before it can be leased to anyone except the following family members: parent, step parent, spouse, child, step child, sibling or step sibling,
2. All leases must be for a minimum of 12 months.
3. When the unit is leased or occupied by someone other than owner, the owner gives up all rights to use of community amenities (i.e., rental of clubhouse or swimming pool, pool pass, etc.) (see Protective Covenants, Article III, Section 3 – Assignment of Membership Rights)
4. The unit owner leasing the unit shall deliver a copy of the signed lease to the Board (Acacia office) or if the lease is oral, a memorandum of the lease, not later than the date of occupancy or 10 days after the lease is signed, whichever occurs first.
5. Owner and Lessee must sign and return to the Board (Acacia office) the Sharing of Rules and Regulations Form, not later than the date of occupancy or 10 days after the lease is signed, whichever occurs first
6. Failure to turn in required lease and form would result in a \$100.00 fine to homeowner.
7. Any fine incurred by lessee is posted against the owner account, which if left unpaid, can result in additional costs.
8. Any owner leasing their unit in violation of above can be subject to a fine in the amounts of: 0-30 days \$500.00, 31-60 days \$1000.00. After 60 days if owner/unit remains in violation of above rules the Board of Directors can move to evict as stated in number 9.
9. The Board can also evict a tenant leasing in violation of the above rules. Owner and tenant will first be sent a letter demanding that the tenant vacate the unit within 10 days. If tenant fails to do so, the Board can file suit against the owner and tenant, seeking an order requiring the tenant to vacate unit and an award for the Association's attorney's fees and costs in favor of the Association and against the owner and unit itself.