Flagstaff Management, INC.

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Sonoma Village at Ute Creek Homeowners Association
Landlord Requirements Form

In accordance with the Rules & Regulations for Sonoma Village at Ute Creek Homeowners Association leases are to be in writing for at least 30 days and no more than 3 unrelated individuals may occupy the unit. The landlord and tenants are to complete and sign this form to be returned to the Flagstaff Management, LLC within 2 weeks of signing a lease or renewing a lease. The tenant information and information regarding who is managing your unit is needed in case of emergency.

I/We, _____, owners of _____ hereby affirm that we have given the tenant(s) a copy of the Rules & Regulations for Sonoma Village at Ute Creek HOA. We agree that as the property owners we are responsible for our tenant's violations and failure to comply with the governing documents, Longmont Fire Code, and the laws of the City of Longmont. The Enforcement Policy and Collection Policy apply. Fines associated with these violations will be charged to the owner's account including any collection or legal fees associated with collection of fines or enforcement of the governing documents. Below is the required information to be provided to the HOA.

_____

Print Management Co. Name - `Mailing Address Phone Number

_____

Print Tenant(s) Name(s) `Tenant Emergency Phone Number

_____

Number of Adults (age 18 up) Number and ages of Minors living at property

_____

Print Tenant(s) Name(s) `Tenant Emergency Phone Number

_____

Vehicle(s) Make/Model Color License Plates #(s)

_____

Vehicle(s) Make/Model Color License Plates #(s)

□ I am not using a property manager, to manage my rental.

_____

Owner/Property Manager Signature _____ Date _____

I/we the tenant(s) of _____ acknowledge that we have received copies of the Rules & Regulations for Sonoma Village HOA and agree to abide by all governing documents of the association, also city, state and federal laws. I/we understand fines may be assessed to the owner for violations of the tenant(s).

_____

Tenant's Signature(s) Date

_____

Tenant's Signature(s) Date