

TAMARRON ASSOCIATION OF CONDOMINIUM OWNERS, INC.

**POLICY AND PROCEDURE
CONCERNING RENTAL OF UNITS**

1. The Amended and Restated Declaration of the Covenants and Restrictions for the Condominiums At Tamarron, (the "Declaration") and the Amended and Restated Bylaws of the Tamarron Association of Condominium Owners (the "Bylaws") authorize the Board of Directors to adopt rules and regulations and policies and procedures to promote, among other things, uniform and consistent governance by the Executive Directors with respect to Association matters and clarification of the Executed Board's application of Association rules and regulations.
2. The Board desires to adopt a policy and procedure with respect to the rental of Units at Tamarron and issues related thereto, including safety concerns; enforcement issues and impact on adjoining owners and Association common property.
3. This policy and procedure shall supersede the LTR policy adopted by the Board in August 2008 and shall take effect immediately upon adoption by the Board. This policy should be read in conjunction with and in addition to any express rental restrictions contained in the Declaration and/or the Tamarron Rules and Regulations.

NOW THEREFORE, the undersigned hereby agree as follows:

1. **LEASE REQUIREMENTS.** The following requirements are applicable to all leases of Units (whether short-term or long-term):
 - a. Acknowledgment Of Rules. Unit Owners shall provide a copy of the Declarations and Rules and Regulations and this Policy and Procedure to any and all renters or tenants of their Unit before occupancy occurs. Any and all renters or tenants shall sign an acknowledgment stating that the Owner has provided the aforementioned documents to said renter or tenant. The Unit Owner shall provide a copy of this acknowledgment to the Board.
 - b. Copy of Lease. Unit Owners shall provide the Board with a copy of any executed lease (which shall include contact information of the Owner) pertaining to the rental or lease of the Owner's Unit, no matter how long the term. Copies of leases shall be provided to the Board prior to occupancy by the tenant.
 - c. Card Key. Unit Owners shall comply with the Card Key policy, a copy of which is posted on the Tamarron web site. All Tenants shall execute the Tenant Card Key Receipt Form and provide a copy to the Board.
 - d. Background Checks. All Unit Owners who rent a Unit (whether short-term or long-term) shall obtain, at the Owner's expense, a criminal background report on any existing or prospective tenants. A copy of the criminal background report shall be provided

to the Board prior to occupancy. **In the event a Unit Owner fails to provide the Board with a criminal background report, the Board may, in its discretion, obtain such a report and assess the Owner as to the costs of same and impose upon the Owner the fine established in paragraph 5 below.**

e. Compliance by Property Managers/Agents. Property managers and/or leasing agents of an Owner shall comply with the terms of this Policy and Procedure Concerning Rental of Units. **Owners shall be responsible for any non-compliance by their property manager/leasing agent and may be assessed the fine set forth in paragraph 5 below for any such non-compliance.**

2. **FELONIES / BACKGROUND CHECKS / NOTIFICATION.** Given the number of children present on Tamarron property; the fact that common property and amenities, including a pool and spa, are shared among Owners; and the fact that Owners are generally within very close proximity to one another, **the renting or leasing of Units to persons having felony convictions is strongly discouraged.** Any Unit Owner choosing to lease or rent their Unit to a person with a felony conviction shall be required to disclose such information to the Association Board and Owners. All Unit Owners who rent a Unit (whether short-term or long-term) are required to obtain, at the Owner's expense, a criminal background report on their prospective tenant. A copy of the criminal background report shall be provided to the Board along with a copy of the executed lease agreement. The Board shall post a notification to its web site if the Unit is being rented to a convicted felon and such notice shall include the condominium complex and Unit No., the name of the tenant and the term of the lease. In the event a Unit Owner fails to provide the Board with a criminal background report, the Board may, in its discretion, obtain such a report and assess the Owner as to the costs of same.

3. **FEES FOR POOL AND SPA.** Unit Owners shall notify their tenants and property managers or agents that the renters shall be subject to applicable Pool and Spa usage fees. Owners are responsible for providing their tenants with a copy of the most recent pool and spa fee schedule.

4. **NO PETS.** No pets are permitted on Tamarron property by any occupant of a Unit unless that occupant is the record title owner of the Unit. Record title owners to a Unit may have pets on Tamarron property.

5. **FAILURE TO PROVIDE REQUIRED INFORMATION / FINES.** Owners who fail to comply with the terms and requirements of this Policy shall be fined **\$100.00** per day for each day of non-compliance. The fine shall be levied pursuant to the procedures set forth in the Amended and Restated Bylaws.

THIS POLICY AND PROCEDURE was adopted at the meeting of the Board of Directors on September 9, 2009 by an affirmative vote of more than 66 2/3rds of the Board of Directors for Tamarron Association of Condominium Owners, Inc.

John Casey

J. Ambrose

Janis Lowe

General Receipts

Matthew L. 376

TAMARRON ASSOCIATION OF CONDOMINIUM OWNERS, INC.

**SUPPLEMENT NO.1
TO
POLICY AND PROCEDURE
CONCERNING RENTAL OF UNITS**

1. The Board has determined that there is a need for further regulation of rental units, both short-term and long-term. Moreover, the Board has determined that there is a need to adopt protocols for the oversight of Owners or private rental managers in connection with utilizing TACO property and services to accommodate rentals.

2. The Board therefore desires, by virtue of this Supplement, to adopt the following additional rules and procedures pertaining to the rental of Units. This Supplement shall be incorporated and made a part of the existing Policy and Procedure Concerning Rental of Units adopted by the Board on September 9, 2009 and shall take effect immediately.

3. As with all Association policies and procedures, this Supplement should be read in conjunction with and in addition to any express rental restrictions contained in the Declaration and/or the Tamarron Rules and Regulations.

NOW THEREFORE, the undersigned hereby agree as follows:

1. **RESTRICTIONS.** The following restrictions, in addition to those contained in the Declaration and Rules and Regulations, shall pertain to the rental of Units within the Association. The phrase "rental of Units" refers to both short-term and long-term rentals.

(a) Owners may not rent Units to persons under the age of 21 who are not accompanied by their parents or adult chaperones. Group bookings by rental program managers, in which such groups consist of minors who are unaccompanied by adults, is also prohibited. "Group bookings" refers generally to bookings made by organizations, clubs, schools, church groups and the like, for the reservations of multiple units.

(b) The Association functions primarily as a residential and vacation community. In order to maintain the residential and family-oriented nature of the community, Units shall not be rented for work-force housing purposes or for housing to accommodate construction or temporary work projects within the area. Association Rules and Regulations prohibit the overnight parking of commercial vehicles on property.

(c) Overcrowding of Units shall not be permitted. There shall be no more persons within a Unit than are reasonable based upon the size of the Unit.

2. LESSORS COMMITTEE. The Association Board of Directors has established a Lessors Committee which shall, among other things, develop and propose guidelines (for Board approval) and thereafter, may propose modifications to such guidelines, for and in connection with, the rental of units within the Association common interest community. The Lessors Committee shall also be responsible for acting as liaison between the rental program director and Board and shall address operations issues as they may arise from time to time and which are brought to the Committee's attention by the rental program director and/or Owners. The Lessors committee shall be appointed by the Board and shall consist of at least two members of the Board and a minimum of three (3) and a maximum of five (5) Unit Owners. Owners are encouraged to address rental issues and concerns with the Lessors Committee.

3. RENTAL PROGRAM. Unit Owners who desire to make their Units available for rental, either individually or through a private rental manager (PRM), must comply with the specific terms and conditions established for rental of Units as recommended by the Lessors Committee and approved by the Board. Such rental terms and conditions shall contain restrictions and protections relating to usage of Association property, access fees, and general protocols to ensure the protection of Association property and owners. Property managers, as well as Owners, must comply with all terms and conditions of such rental program agreements. The Board may appoint a director to oversee and coordinate services for utilization by Owners and/or their private rental managers.

THIS SUPPLEMENT TO POLICY AND PROCEDURE was adopted at the meeting of the Board of Directors on June 10, 2011 by an affirmative vote of more than 66 2/3rds of the Board of Directors for Tamarron Association of Condominium Owners, Inc.

Andrew E. Ratcliff

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Janis Lowe

William A. Patton