

## **Chelsea Townhome Association, Inc.**

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### **Notice of Intent to Lease**

In accordance with Article 8 of the Declaration of Covenants, Conditions and Restrictions, and Easements for Chelsea Townhome Association, Inc. all Owners who intend to lease their Lot must first obtain a 'Leasing Permit' from the Association. Per Article 8.2.

8.2 Leasing Permits. Any Owner desiring to lease a Unit shall submit a written request to the Board for a leasing permit. The Board of Directors shall automatically approve an Owner's request for a leasing permit and shall issue the same if less than ten (10) Units in the Community are leased. If ten (10) or more of the Units in the Community are leased, no additional leasing permits shall be issued, except for hardship leasing permits as provided below, until that number falls below ten (10). Owners who have been denied a leasing permit shall be placed on a waiting list to be issued a leasing permit. When the number of leased Units falls below ten (10), the Owner at the top of the waiting list shall be issued a leasing permit and shall have ninety (90) days to lease such Unit at which time if the Unit is not leased, the leasing permit shall be revoked and the Owner shall automatically be placed at the bottom of the waiting list. Notwithstanding anything to the contrary herein, the issuance of a hardship leasing permit to an Owner shall not cause such Owner to be removed from the waiting list for a leasing permit.

Leasing permits are automatically revoked upon: (a) the sale or transfer of a Unit to a third party (excluding sales or transfers to an Owner's spouse); (b) the failure of an Owner to lease his or her Unit within ninety (90) consecutive days at any time after the issuance of such leasing permit; or (c) the occupancy of the Unit by the Owner.

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Property Owner(s):	(Please Print)
Property Address:	
Lessee:	
Lessee Phone Number:	

The above Owner(s) agree to submit to the HOA Board a new 'Notice of Intent to Lease' for each occurrence of proposal to lease this or any other property owned by same in Chelsea Townhome Association, Inc. Said 'notice' shall be subject to the prevailing rules and restrictions regarding rental property at the time of request.

Owner signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Contact Address: \_\_\_\_\_  
\_\_\_\_\_

Day Phone: \_\_\_\_/\_\_\_\_ Emergency Phone: \_\_\_\_/\_\_\_\_

**Leasing Permit for the  
Chelsea Townhome Association**

For Office Use:

\_\_\_\_\_ Approved \_\_\_\_\_ Officer Signature

\_\_\_\_\_ Disapproved (See attached support documentation)

Date: \_\_\_\_\_

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