

THE MEADOWS OF WORLD GOLF VILLAGE

THE MEADOWS AT SAINT JOHNS OWNERS ASSOCIATION, INC.

A Deed Restricted Community

Date: [DATE]

To: [OWNER NAME]

Address: [OWNER ADDRESS]

Re: Violation Notice - Missing Rental Documentation – [PARCEL ADDRESS]

Dear [OWNER NAME],

Our records indicate that you have been issued a rental permit for the above-referenced property; however, we have not received the required lease documentation as mandated by Article VIII, Section 8.1 of our Declaration of Covenants, Conditions and Restrictions (CCR).

RENTAL PERMIT STATUS:

- Permit Issued: [DATE]
- Current Status: [Current/At Risk]
- Documentation Due Date: [DATE] (*10 days prior to occupancy*)

MISSING REQUIRED DOCUMENTATION:

- ☐ Copy of executed lease agreement
- ☐ Owner contact information update
- ☐ Tenant(s) information and contact details
- ☐ Vehicle description information
- ☐ Pet descriptions (if applicable)
- ☐ Tenant acknowledgment of HOA governing documents

IMMEDIATE ACTION REQUIRED: You must provide the missing documentation within **10 business days** of this notice. Failure to comply may result in:

- Permit suspension or revocation
- Violation fines and fees
- Requirement to cease rental activities
- Legal action for material breach of CCR

Violation Notice - Missing Rental Documentation – [DATE]

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TO COMPLY:

1. Complete and submit all missing documentation listed above
2. Contact our office at [PHONE] if you need forms or assistance
3. Email completed documentation to [EMAIL ADDRESS]
4. Ensure all future rental activities include timely documentation submission

IMPORTANT REMINDERS:

- All leases must be written with minimum 6-month terms
- Subleasing, room rentals, and transient use (Airbnb) are prohibited
- Tenants must acknowledge receipt of HOA governing documents

If you are no longer renting this property or have terminated the lease, please notify us immediately in writing.

Questions? Contact [MANAGEMENT COMPANY] at [PHONE] or [EMAIL].

Compliance Deadline: [DATE + 10 BUSINESS DAYS]

Sincerely,

[MANAGEMENT REPRESENTATIVE] [TITLE]

CC: Owner File, Board of Directors, Violation Log