

WATER'S EDGE HOA
Rental Registration Packet

INSTRUCTIONS:

1. Read the **Rental Rules and Regulations** in the HOA Handbook (also provided on the following page).
2. Complete the **Rental Registration Form (“RRF”)** in this packet (pages 3-4). The RRF is an easy, fillable PDF.
 - a. **Electronic submission of RRF**: Please complete the RRF and save this PDF file for your records, then email the saved PDF file to pegasus.properties@gmail.com.
 - b. **Paper submission of RRF**: You may also print this PDF and mail the completed RRF to Pegasus Properties upon completion.
3. Have the tenant sign the **required Lease Addendum** for any new lease or lease renewal (if not included with the original lease). While the Addendum is required, we are not requesting copies of executed lease documents at the present time.

Thank you!

Water's Edge HOA Board

WATER'S EDGE HOA

Owner/Resident Handbook

Section I: COMMUNITY RULES

Subsection J: RENTAL RULES AND REGULATIONS

1. Under the Ninth Amended Declaration of Expandable Condominium for Water's Edge Phase I Condominium (recorded July 16, 2020), **all leases must be for a minimum term of ninety (90) days**. Rentals for shorter periods – including overnight, weekend, weekly, or monthly rentals of less than ninety (90) days – are not permitted. This requirement applies to all unit owners.
2. All owners who will be renting their units must first complete the **Water's Edge Rental Registration Form** and **Lease Addendum**, available on the website. A \$100 annual rental registration fee (per calendar year) will be assessed in the subsequent dues statement.
3. The owner and the management company agree to indemnify and hold harmless the Water's Edge Homeowners Board of Administrators from third-party claims arising from the tenant's violation of the terms, rules, regulations and conduct defined herein and/or any claims arising from the breach of the Lease Addendum.
4. The Water's Edge Board of Administrators reserves the authority to strictly enforce the terms of the rules and regulations contained herein in the event of a violation by the tenant.
5. At no time can a rental unit be sub-leased. Likewise, a rental unit that is leased to a corporation or individual cannot be occupied by various tenants, which would give the appearance of an overnight, weekend or weekly rental.
6. Unit owners are responsible for ensuring that their tenants comply with the rules and regulations of the Water's Edge Village. Owners may communicate and enforce these requirements directly or through their rental management company. A copy of the Water's Edge HOA Handbook must be made available in each rental unit. The current Handbook is available on the Water's Edge website at watersedgelakemonroe.org. Any violation of these rules may result in a special assessment to the unit owner.

The following rules apply to all rental units and their occupants:

- Occupancy is limited to two (2) persons per bedroom.
- Rental units may not be used for large parties, business meetings, or other large gatherings.
- Noise that disturbs other occupants is prohibited.
- Hunting and the discharge of firearms or fireworks are prohibited.
- Pets are not permitted in rental units.
- Gas grills, charcoal grills, and any other open-flame devices are prohibited anywhere in the village.
- Towels, coolers, trash, bicycles, and other personal items may not be stored on front decks or on any side deck visible from the road.
- Trash must be placed inside the dumpsters located behind the tennis courts. Trash may not be stored on unit decks.
- Boats, campers, and trailers may not be parked in the village, except for a maximum of two (2) hours during arrival or departure for loading or unloading.

RENTAL REGISTRATION FORM

Water's Edge Homeowners Association, Inc.
c/o Pegasus Properties
P.O. Box 37 • Smithville, IN 47458

OWNER INFORMATION

Owner Name	<input type="text"/>
Owner Mailing Address	<input type="text"/>
Owner Phone	<input type="text"/>
Owner Email	<input type="text"/>

LEASE COMPLIANCE CERTIFICATION

I certify that the lease term for this unit is at least ninety (90) days as required by the Ninth Amended Declaration.

RENTAL UNIT INFORMATION

Unit Number	<input type="text"/>
Unit Street Address	<input type="text"/>
Lease Term (90-day minimum)	<input type="text"/>
Lease Expiration Date	<input type="text"/>
Primary Tenant Full Name	<input type="text"/>
Additional Tenant Name(s)	<input type="text"/>
Primary Tenant Phone	<input type="text"/>
Primary Tenant Email	<input type="text"/>

TENANT EMERGENCY CONTACT

Emergency Contact Name	<input type="text"/>
Emergency Contact Phone	<input type="text"/>
Relationship to Tenant	<input type="text"/>

TENANT VEHICLE INFORMATION

Vehicle Make	<input type="text"/>
Vehicle Model	<input type="text"/>
Vehicle Color	<input type="text"/>
License Plate Number	<input type="text"/>

RENTAL REGISTRATION FORM

Water's Edge Homeowners Association, Inc.
c/o Pegasus Properties
P.O. Box 37 • Smithville, IN 47458

MANAGEMENT COMPANY INFORMATION

Rental Management Firm

Contact Name

Phone

Email

OWNER CERTIFICATION

I have read and understand Section I (Community Rules), Subsection J (Rental Rules and Regulations) of the Water's Edge HOA Handbook. I agree to pay a \$100 annual rental registration fee (per calendar year), which will be assessed in the subsequent dues statement.

Owner Signature

Date

Please sign by typing your name

Thank you for completing the Rental Registration Form.

We will let you know if additional information is requested.

Please save and send this completed form to Pegasus Properties at the address above or email to **pegasus.properties@gmail.com**

**WATERS EDGE RESIDENTIAL
LEASE ADDENDUM**

This Lease Addendum is executed as an addendum to the Lease between _____ (hereinafter "Owner") and _____ (hereinafter "Tenant") dated the ____ day of _____, 20____, in order to document the use and occupancy of a residential Water's Edge Unit known as: _____ [address] for the term beginning _____ and ending _____ and binds the Tenant to the terms, rules and regulations in the Waters Edge Homeowners Association Handbook (hereinafter the "Handbook"), the Declaration of Expandable Condominium for Waters Edge (hereinafter the "Declaration"), and the Waters Edge By-Laws (hereinafter the "By-Laws") as those documents are amended from time to time.

NOW THEREFORE, in consideration of the mutual covenants herein contained and for the benefit of the parties and Waters Edge Homeowners Association, Inc., the undersigned parties agree as follows:

Section 1. Rules and Regulations.

1.1. Acknowledgement of Receipt. Tenant acknowledges that a copy of the Handbook, Declaration, and By-Laws that are current as of the date of this Rental Lease Addendum is located on the web site: www.watersedgelakemonroe.org. Tenant acknowledges that Tenant has read and understands the terms, rules, and regulations in the Handbook, Declaration, and By-Laws.

1.2. Rules Binding on Tenant. Tenant agrees to be bound, to the same extent as the Owner or Unit Owner, by the terms, rules and regulations in the Handbook, Declaration, and By-Laws as those documents are amended from time to time.

Section 2. The Board of Administrators.

2.1. Indemnification of Board. Tenant and Owner agree to indemnify and hold harmless the Waters Edge Homeowners Board of Administrators from third party claims arising from the Tenants violation of the terms, rules, regulations and conduct defined in the Handbook, Declaration, and By-Laws and/or any claims arising from the breach of this Lease Addendum.

2.2. Violation or Breach. The Waters Edge Homeowners Board of Administrators reserves the authority to strictly enforce the terms of the rules and regulations contained in the Handbook, Declaration, and By-Laws in the event of a violation by either the Owner or the Tenant.

IN WITNESS WHEREOF, Owner and Tenant acknowledge **this agreement is legally binding and agree to its terms and conditions** by signing this Lease Addendum.

OWNER

TENANT

Signature

Signature

Printed Name

Printed Name

Date

Date

TENANT

Signature

Printed Name

Date

Accepted by the Board of Administrators of Waters Edge Homeowners Association, Inc.
this _____ day of _____, 20____.

Signature

Printed Name

Title