

**HICKORY BAY TOWERS** ... a great place to live

200 Sanders Ferry Rd. Hendersonville, TN

Residential Lease Fact Sheet

Dear Owner/Agent:

Please complete the following information and mail to:

Exit Realty Diversified Property Management Attn: Julia Brinkley

212 Ocoola Avenue Nashville, TN 37209

Or you may email it to [hoa@exitdiversified.com](mailto:hoa@exitdiversified.com)

As the owner/agent for unit # \_\_\_\_\_ at Hickory Bay Towers (HBT) condominiums, I have:

- Obtained a One Year Lease agreement from the lessee and must be submitted annually. (Minimum of 1 year and cannot exceed 1 year)
- Provided the lessee with a copy of the Rules and Regulations for HBT.
- Informed the lessee of the location of the Master Deed and By-Laws. All Documents may be found on our website [www.hickorybaycondo.com](http://www.hickorybaycondo.com).
- Indicated to the lessee their responsibility to abide by the Master Deed/By-Laws and the Rules and Regulations or face termination of their lease.
- Informed the lessee that HBT is ONLY single- family occupancy and that NO sub-letting or assigning of the lease will be allowed and that no more than 4 persons may occupy the unit, except with Board approval in an emergency situation.
- Lessee must complete a Contact Information form as well as request a parking sticker and attach it on each vehicle associated with the unit.
- Provided a (5) day advance notice of move-in/move-out date so that maintenance can prepare elevators for moving.
- Submitted the \$100.00 fee (\$50 move in/ \$50 move out) to Exit Realty Diversified Property Management. This fee is assessed by the HOA to the homeowner each time a tenant moves in.

**PLEASE PRINT:**

\_\_\_\_\_  
Unit Owner/Agent

\_\_\_\_\_  
Beginning Date of Lease

\_\_\_\_\_  
Expiration Date of Lease

\_\_\_\_\_  
Name of Lessee

\_\_\_\_\_  
List Names of All Other Occupants

\_\_\_\_\_  
I agree to abide by and ensure that all my tenants will abide by, the Rules and Regulations and the Master Deed and By-Laws of the Hickory Bay Towers Homeowners Association.

\_\_\_\_\_  
Signature – Owner/Agent

\_\_\_\_\_  
Date