

HICKORY BAY TOWERS ... a great place to live

200 Sanders Ferry Rd. Hendersonville, TN

Residential Lease Fact Sheet

Dear Owner/Agent:

Unit owners who lease (entire unit must be leased) their units must provide this information to our management company **PRIOR** to a renter moving into Hickory Bay Towers:

- A completed and signed Residential Lease Fact Sheet
- Submitted the \$50.00 non-refundable move in fee to Halo Realty. This fee is assessed by the HOA to the homeowner each time a tenant moves in.
- Provided a (5) day advance notice of move-in/move-out date so that maintenance can prepare elevators for moving.

(Failure to do the above will result in a \$50 penalty to the unit owner - per incident / per unit.)

Please complete the following information and mail to:
HALO Realty 700 E Main Street Hendersonville, TN 37075
Or you may email it to: helpdesk@halorealestate.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) Renewals are subject to Board approval.
- 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.
- Informed the Lessee that the Lessee, Lessee’s family members, guests, and visitors shall abide by all provisions therein 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.
- Lessee must complete a Contact Information form as well as request a parking sticker and attach it on each vehicle associated with the unit.

PLEASE PRINT:

Unit Owner/Agent

Name of Lessee

List Names of All Other Occupants

Beginning Date of Lease

Expiration Date of Lease

I agree to abide by and ensure that all tenants, family and guests 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

Signature – Lessee

Date