

Portillo Ridge Homeowners' Association

P.O. Box 592, Green Valley, AZ 85622

Website: www.portilloridgehoa.org ~ Email: portilloridgehoa@yahoo.com

Rental Information Form

In order to comply with Arizona Revised Statutes (ARS) (2015) Section 33-1806.01 and our CC&Rs Sections 5.8 (Leases) and 11.1 (Age Restrictions), at least 15 days prior to any property used as a rental, the owner must provide the HOA with the following Rental Information prior to occupancy by the renter.

1. **Property Owner(s):** _____

2. **Rental Lot #:** _____

3. **Rental Address:** _____

4. **Tenant's Name(s):** _____

5. **Tenant Contact Information:** Phone _____

Email _____

6. **Dates of Rental:** Starting _____ Ending _____

(Note: The minimum lease is 30 Days per CC&Rs Section 5.8.2.3)

7. **Vehicle Information (If known):** License Number _____

Description: Make _____ Model _____

Have you provided age restriction documentation as stated below? Yes _____ No _____

ARS Section 33-1806.01C states, "If the planned community is an age restricted community, the member, the member's agent or the tenant **shall show a government issued identification that bears a photograph and that confirms that the tenant meets the planned community's age restrictions or requirements.**

CC&Rs Section 11.1.1 states, "Unless otherwise provided in this Declaration, the residence on each Lot shall be occupied by at least one person fifty-five (55) years of age or older.

CC&Rs Section 11.3 states, "It shall be the duty of the record Owner of a Lot to ascertain that, upon resale or rental of his/her Lot, at least one (1) of occupant per household shall be at least fifty-five (55) year of age."

Have you included the \$25.00 Administrative Fee? Yes _____ No _____

See Resolution to the CC&Rs – Re: Rental Fees and Requirements.

Have you provided your tenants with a copy of our Governing Documents? Yes _____ No _____

CC&Rs Section 5.8.2 requires you to provide a copy of the governing documents to your tenants.

Mail this completed form to: P.O. Box 592, Green Valley, AZ 85622

By signing this document, I hereby certify that the above information is accurate.

Signed _____ **Date** _____

Printed Name _____ **Lot #** _____