

339 Ocean Boulevard Condominium
Homeowners' Association

**Unit Owner Rental Responsibilities
and
Acknowledgment Form**

Renting is allowed per 339 HOA By-Laws subject to restrictions and rules.

A renter is defined as occupation of the unit by anybody other than the owner, and that occupation does not have to be for money.

Complete the Owner's Intent to Rent form located on the True North owner's website. A sample form can be found in the "forms" section of this handbook.

The rental period is from May 1 – September 30 on a *WEEKLY* basis. All other times the rental term is *Monthly* at a minimum.

Number of Occupants: the State of New Hampshire limits the number of occupants in a rental unit to 6 people maximum.

The owner of the unit being rented must obtain all local and state requirements: "Certificate of Rental Occupancy" form can be obtained from the town of Hampton and a "Meals & Rentals Tax Operators License" from the State of New Hampshire. You are responsible for maintaining current requirements and then forwarding them to True North. Our HOA insurance requires this be on file.

You are responsible for vetting your renters. Safety is all of our concerns.

You are responsible for all actions of your renters and guests.

If you create a "Renter's Manual" or "Orientation Package," it **must** include a copy of the 339 HOA renter rules and regulations. It is your responsibility to communicate this list to your renters.

You are responsible for your renter's and their visitor's compliance, tracking and enforcement of the 339 HOA renter rules and regulations. You (or your agent) are the contact. If a violation occurs, every attempt will be made to notify you immediately in order that you resolve the issue. If we are unable to reach you or your designated available contact that you have listed, then other options will be exercised.

You are responsible for all damages to the HOA common areas created by your renters or guests.

You or your agent **must be available** to provide contact information and direction that allows the management company to contact you in the event of any issues or problems with your renter.

Give your renter their parking placard and pay special attention to reviewing this policy with them. If they park anywhere other than the spaces you assign them, their vehicle will be towed. Keep in mind that some owners have permission from other owners to use their space(s). That might mean a renter will only have one (1) space. The parking placard MUST remain on the renter's vehicle dash driver's side in clear view. This is how your contact information will be obtained. Renters or their visitors cannot use the visitor's parking space or the handicap spaces.

Non-Compliance of any 339 HOA Declaration, By-Laws, Amendments, HOA Rules and Regulations will result in fines issued to the residential owner responsible for the renter, guest, or visitor.

This is my acknowledgement and pledge that I will abide by the 339 Ocean Boulevard Condominium Homeowners' Association owner renter responsibilities, rules and restrictions.

Unit # _____

Owner's signature

Date

Owner's name. Please print.

Date

Return this completed form to:

True North Property Management
135 Lafayette Road #10
North Hampton, NH 03862
Attention: "Ann"

www.truenorthpropmgmt.com
603-964-5066