

**MAIDSTONE/RESERVE PROPERTY OWNERS ASSOCIATION, INC.
INFORMATION FOR OWNERS
WHO INTEND TO SELL / LEASE THEIR PROPERTY**

Prior to sale or lease, an Owner shall complete an "Intent to Sell or Lease Form" provided by the Management Company and submit it back to the Management Company with a fee of \$100.00.

Once a New Resident (Buyer/Tenant) is identified, "New Resident Forms" must be requested by Seller, Realtor or Landlord from the Management Company and completed by Buyer/Tenant, and submitted to the Management Company with a fee of \$100.00 per household at least 20 business days prior to moving in with copies of the Lease or Purchase Agreement.

After completing the form(s) and submitting the fee, the New Resident(s) must arrange an appointment with a representative of the Association through the Management Office prior to moving in for the purpose of reviewing the rules and regulations of the community and verify that nothing could prevent them from doing so. The representative will co-sign a copy of the "New Resident form" acknowledging the Interview took place and file it with the Management Company. Next, the Management Company may perform a Background Check.

For Tenants, if there is any problem with the registration, the Property Owner/Landlord will be notified as quickly as possible.

For Leased Properties, a Landlord/Owner must deposit with the Association, a security deposit in the amount of \$1,500(which will be placed on a non-interest bearing account) made out to Maidstone/Reserve Property Owners Association, Inc. prior to occupancy, to cover any damages to common properties caused by the Lessee or to reimburse the Association for any additional expenses incurred on behalf of the Owner. This deposit maybe refundable in whole or part, after tenant vacates.

NOTE: HOMEOWNER MUST BE CURRENT WITH FEES BEFORE LEASING A PROPERTY.

Any lease renewal will come under the jurisdiction of the new rules; it will require the owner deposit of \$1,500 security deposit, completion of the registration forms, and meetings with an association representative. Note that Tenants have always been obligated to follow all rules of the association (PGA Village/Reserve and Maidstone/Reserve). The new process serves to remind Owners and Tenants that they are choosing to reside in a community that has rules and regulations.

Each Lease must include language assuring:

- **No Owner may lease less than an entire home. No sublets are allowed.**
- **The property shall be used and occupied by a Lessee exclusively as a private single family residence.**
- **Lessee shall comply with all sanitary laws, ordinances, rules and orders of appropriate governmental authorities affecting the cleanliness, occupancy and preservation of the property and sidewalks connected thereto during the time of this Lease.**
- **Copies of all leases must be furnished to the Management Company prior to the interview.**
- **Lease must obligate Tenant to all terms and conditions of the governing documents.**

Purchase Agreements signed prior to May 1, 2007 will not require retroactive implementation of the registration policies. However, there is essentially no change in practice with regard to New Owner requirement to comply with rules and regulation of the community. Meeting with an Association representative might be a good way for a new resident purchasing a home during this transition to feel more welcome in our community before moving in.

Homes currently on the market that have completed a prior version of the Intent to Sell Form, will not have to complete a new form. If an owner has a home on the market but has never completed Intent to Sell or Lease Form, they must submit the new form immediately.

Other than the foregoing obligations, Owners shall have the right to lease homes provided that the Lease is in writing and is made subject to all provisions of the Governing Documents therein and provided further that any failure of the lessee to fully comply with the terms and conditions of the Governing Documents shall constitute a default under the Lease.

No leasing shall, however, relieve an Owner for his obligations hereunder and he shall remain primarily responsible therefore. In the event a tenant of a home fails to comply with the provisions of the Governing documents then, in addition to all other remedies which it may have, the Association shall notify the Owner of such violation(s) and demand that the same be remedied through the Owner's efforts within fifteen (15) days after such notice. If such violation(s) is not remedied within said fifteen (15) day period then the Owner shall immediately thereafter, at his own cost and expense, institute and diligently prosecute an eviction action against his tenant on account of such violation(s).. In the event the Owner fails to fulfill the obligation, then the Board shall have the right, but not the duty, to institute and prosecute such action as attorney-in-fact for the Owner and at the Owner's sole cost and expense, including all legal fees incurred. Said costs and

expenses shall be due and payable upon demand by the Association and shall be deemed to constitute a lien on the particular Home involved, and collection thereof may be enforced by the Community Board in the same manner as the Community Board is entitled to enforce collection of Association Dues.

TO REQUEST A FORM, RETURN A FORM OR SCHEDULE A MEETING WITH AN ASSOCIATION REPRESENTATIVE, PLEASE CALL OR VISIT LANG MANAGEMENT AT 2140 RESERVE PARK TRACE, PORT ST. LUCIE, FL 34986 (772 489 9501)

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