LEASING A PROPERTY IN WESTON HILLS

Below, please find the guidelines and requirements for Owners and Tenants. The Association Documents in Weston Hills are very clear and must be followed.

FOR OWNERS

- No portion of the home or lot may be rented, other than the entire unit. No renting of rooms. AIRBNB is not allowed.
- Owners are required to provide a check (one time only) for $1,000.00 payable to Weston Hills Maintenance Association, that is deposited and held in your account during the entire time the home is rented to cover any possible damages to common areas resulting from acts or omissions of tenants. We only accept Personal checks & Cashier checks.
- Leases must be for only a ONE YEAR term.
- No lease will be approved if the owner is not current on assessment dues, or if there are outstanding violations. An inspection of the property will be performed as part of the application process, and you will be notified if new violations are issued, that must be complied with before we can continue with the process of your tenant's application.
- All leases are required to indicate that the homeowner is responsible for the maintenance of the exterior of the home, and it should be specified in the lease agreement, if otherwise, no Affidavits will be accepted, and you will be required to provide an Amendment to the Lease or an Addendum.
- ALL tenants have to re-apply every year to Tenant Evaluation following the same instructions, otherwise, their decals will be deactivated when the lease expires, and they will have to use the guest lane to access the Community and a violation will be issued to your property.

FOR TENANTS

- All lease applicants must be screened through Tenant Evaluation, logging into **Tenanttev.com** and using the access code **8943** to begin the process. If you have any questions or concerns during the process, please do not contact our office, contact Tenant Evaluation directly at 305-692-6000 or email them at **support@tenant evaluation.com.**

- Application fee is **NOT REFUNDABLE**, it includes credit reports, criminal and eviction searches and other services that incur charges directly to Tenant Evaluation once applicants apply online.
- You can pay to expedite the process in Tenant Evaluation but does not include the Committee of Weston Hills.
- Tenants must prove that they make 3X of the rental amount, must provide either bank statements paystubs or tax returns as verification.
- If the tenant(s) comes from a foreign country, all documents must be translated in English, and if International Bank Statements & Tax Return Documents & Pay Stubs are presented, a signed letter is required to specify the foreign coins vs. US$.
- Any additional occupants 18 years or order will have to make a separate application if not included as co-applicant.
- No decals for the vehicles will be provided, and no barcodes will be issued for renters until the lease is approved by the Leasing Committee. The barcodes are entered in the gate software for the term of the lease, and they will be deactivated automatically when the lease expires.
- Tenants are not allowed to purchase decals for relatives, guests or vendors.
- No lease will be approved if the owner is not current on assessment dues or if there are outstanding violations. An inspection of the property will be performed as part of the application process, and the owner(s) will be notified if a violation(s) is issued.
- No trucks are allowed (unless they fit in the garage) and must be parked inside overnight (from 1:00AM until 6:00AM).
- Ana Maria Pescetto (our Administrative Assistant), will review the application once she receives it from Tenant Evaluation, making sure that all documents are provided. She will be contacting the tenants if she might require additional information, and then forwarding the complete application to the Committee. There will be no approval until this process is completed.
- Once the tenants have been approved, we will provide them with a Welcome Package; with general information about Weston Hills, their credentials, and how to obtain their decal(s) to access the Community one day before the lease starts.
- ALL tenants have to re-apply every year following the same instructions and will be notified 60 (sixty) days before the lease expires, if they don't comply in applying, decals will deactivate automatically, and they will have to access the Community using the guest lane.