

For Informational Purposes only- Contact Management for Official forms

The Bluffs at Baiting Hollow

780 Route 25A

Rocky Point, New York 11778

Telephone (631) 403-4256 Facsimile (631) 331-1232

foxhillcondos@aol.com

Dear Bluffs Homeowner,

As per the Bluffs By-Laws and House Rules all rented units are required to have the following documents on file in the Management office:

1. Rental Cover Letter (Initialed)
2. Current copy of lease
3. Completed application for each tenancy
4. Riverhead Rental Permit-(Required by Town)
5. Renter's Edition of House Rules (each page initialed)
6. Not Pet confirmation page (signed)
7. \$125.00 Application/renewal fee (for each lease period)
8. \$500.00 Owner's rental security deposit

Please remember that as the owner, you are fully responsible for all of your tenants actions and will be financially responsible for any/all violations or legal actions that may occur during the term of the lease.

- **A breach by the tenant of the governing documents or rules is a breach of the owner's rental agreement.**
- **Owners are required to take corrective action against a tenant, up to and including eviction, in case of a violation.**
- **Owners are required to provide their tenants the homeowners association governing documents and rules as condition of renting.**
- **The " Tenant has received copies of, read, and understood, and will comply with the HOA's rules and regulations".**

Rentals are allowed for a 6 month minimum with a 1 year maximum and limited to one time per any given year. Renewals will still require a new set of paperwork

Both the homeowner and the renter are required to sign and/or initial the above rules and regulations.

The Board of Directors and Management Company have prepared an application and an overview of the Rules and regulations that pertain to any renter living here at the Bluffs.

The Board of Directors reserves their right to review all applications and recommend their opinion if the renter is approved, so all paperwork must be filled out in its entirety and submitted back with both fees to the Management office **BEFORE** any application is finalized and any tenants move into any unit here at the Bluffs

The Rules and Regulations are intended to help ensure the peaceful co-existence among all residents Failure to provide the requested information and paperwork/fees will result in a violation fine of \$50.00 per day until all has become current.

As always, if you have any questions or require assistance please contact the Management office and we will be happy to help you.

Sincerely,
Bluffs Management Services

I have read and agreed to abide by the above Rules and Regulations

Homeowner's initials _____

Renter's initials _____