

**LANSING RIDGE HOMEOWNERS ASSOCIATION INC.  
RENTAL PROPERTY INFORMATION**

Article III, Section 3, of the Amended and Restated Declaration of Covenants, Conditions and Restrictions for Lansing Ridge Homeowners Association, Inc., requires an owner who rents his/her property to provide certain information to the Association's Board of Directors for the purpose of making the person(s) renting the property subject to the provisions of the governing documents.

**Upon receipt of a copy of the lease, a completed lease application form (as may be required by the Association), and the written results of a nationwide criminal background search, the Association shall within seven (7) business days, issue written approval or denial of the lease.**

The information will be held confidential and used only for this purpose.

***If you are not renting, just note that under additional information at the bottom of the form, give us your "not in residence" address and phone number, sign and return the form to the Association.***

Name(s) of the lessee \_\_\_\_\_

Address of the rental property \_\_\_\_\_

Rental Agency Name/Address/Phone Number (if used) \_\_\_\_\_

\_\_\_\_\_

Owner's address/phone number(s) \_\_\_\_\_

\_\_\_\_\_

Indicate by initialing if a copy of the Declaration of Covenants and the Constitution/By-Laws has been given to the lessee.

Yes: \_\_\_\_\_

Indicate by initialing if the rental agreement includes the lessee's consent to comply with the terms of the governing documents except for payment of dues and other assessments.

Yes: \_\_\_\_\_

The Property Owner (Landlord) affirms that the person/s named above are one and the same as the person/s intending to occupy the property.  
The Property Owner / Landlord confirms the required checks on any/all prospective Renters or Lessee/s have been made via a Nationwide Criminal Background Check.

Printed owner name: \_\_\_\_\_

Signature of owner: \_\_\_\_\_ Date: \_\_\_\_\_

Term of lease (start and end dates): \_\_\_\_\_

Additional information: \_\_\_\_\_

\_\_\_\_\_

For Official use only

|               |                   |                                    |       |
|---------------|-------------------|------------------------------------|-------|
| Approve _____ | Disapproved _____ | _____                              | _____ |
|               |                   | Name, Signature, Title of approver | Date  |

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