

MEADOW COVE HOMEOWNERS ASSOCIATION

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Dear Homeowner,

Reference: Intent to lease accountability

Over the past few months the Board of Directors have met to discuss the growing need to address the impact of increased rule violations and maintenance issues associated with tenant occupancy.

In the past, there has been little or no correspondence from the Meadow Cove HOA Board of Directors to you (landlord), but we are changing that. The Board of Directors has sent notices of concern and/or violations to several homeowners who lease their property, attempting to bring awareness to both home owner and tenants of issues affecting the community. We are not singling you out, we have likewise addressed homeowners who reside in the community. We are happy to say that compliance in addressing issues has been encouraging.

When addressing issues or violations, our first step is notifying the tenant first, before involving you the home owner. It is lawful for the Board of Directors to have on file who we are addressing when problems arise and that they (tenants) have contracted with you and with us to follow the associations standards written in the HOA Documents.

To that end, The Board of Directors has drawn up a "*Intent to Lease*" form that will require you the Owner and your tenant(s) to observe and follow Meadow Cove Homeowners Association By-Laws, Covenant & Restrictions, and Rules and Regulations. It will keep the lines of communication open between you, your tenants, and the community, while maintaining an accountability to uphold a standard acceptable to the association. This form will also help us keep our records updated on the best way to reach you.

This form must be currently dated and submitted every year in January or in the case of entering into a new lease contract for your property. Each year we will include the Intent to Lease form with the yearly assessment notices.

You can download all relevant documents for your personal file and for your tenant(s) from the Meadow Cove website www.meadowcovehoa.com.

Best Regards

MCHOA Board