

UNIT RENTAL POLICY

Policy # 4

Source of Authority: Tar Landing Villas (TLV) Homeowners' Association Board of Directors; Consolidation, Restatement of Declaration and Covenants, Conditions and Restrictions of Tar Landing Villas

Revision Authority: TLV Homeowners' Association Board of Directors

History: **Board Action:** June 18, 2022

Effective Date: June 18, 2022

4.1 Purpose

This policy is to provide clear and consistent guidance for the rental of any TLV unit.

4.2 Scope

This policy applies to all renters. This includes rentals from rental agencies with a physical presence, on-line rental companies and rentals made directly by the unit owner.

4.3 Policy

- A. Renters are not allowed pets in a TLV rental unit or on the grounds.
- B. Charging of electric vehicles, electric bikes or hoverboards is prohibited by renters at their rental units.
- C. Except for the bathroom area, renters are not allowed access to the clubhouse after normal operating hours. This restriction also includes access to the icemaker.
- D. Rental occupancy is restricted to 2 persons per bedroom unless that bedroom is outfitted as a bunkroom. In that case, occupancy should be limited to one person per bed for singles or 2 persons per bed for double, queen or king beds. Rental occupancy should not exceed 10 individuals (adults and children) per unit.
- E. The minimal rental period for TLV is 7 days. Lesser rental periods are not permitted.
- F. TLV units were designed as single units and no unit may be subdivided into two or more units each suitable for normal living independent of the other. The occupant of each unit must have the full use and enjoyment of the entire unit.

- G. Each rental unit will be assigned 2 parking permits and 2 gate cards. Permits and gate cards will be distributed to the rental agencies once a year, at no charge. Homeowners that rent directly to renters or through on-line agencies may request 2 parking permits and 2 gate cards. A parking permit and gate card replacement fee, that is established by the TLV Board, will be reviewed, annually, and will be distributed to the realty agencies and impacted homeowners.
- H. The exterior clubhouse grill may be used by anyone staying at TLV. It is available on a first come basis, free of charge. However, its use can be reserved by notifying the property manager in advance. It is the responsibility of the person using the grill to make sure that the area is cleaned after its use, all trash is placed in the dumpster and that the grill grate is cleaned.
- I. Annually, the property manager will communicate to each realty agency all the policies, rules and regulations that should be followed by their TLV renters. An example of that communication is attached.

4.0 Revision History

- A. **May 26, 2023**
- B. XXX XX, XXXX –
- C. XXX XX, XXXX

April 20, 2022

Memo To: Bogue Banks Rental Agents
From: Cheryl Fulcher, On-site Manager
Re: Tar Landing Villas Rental Rules



We trust this note finds you staying healthy and looking forward to opening the summer rental season!

This package is being sent to provide you with parking permits for your Tar Landing Villas (TLV) units. We've also included a copy of the TLV Rules and Regulations and a copy of the TLV Pool Rules.

Each rental unit will be permitted parking space for two (2) vehicles. We have assigned 2 parking permits for each of your rental units. There is no fee for the passes enclosed in this package; however, there will be a \$25 fee for any replacement passes issued during the 2022 calendar year. (New passes will be issued at no charge in the spring of 2023.) Please note that after ONE warning, a vehicle without a valid parking permit is subject to being towed at the owner's expense.

Entrance to the gate is by gate card only. Two gate cards were issued for each unit when it joined your rental program. To encourage better tracking of the cards, there is a \$40 per card charge for each gate access replacement card. If a gate card is lost, we will deactivate that card before a new card is issued. If a gate card is found after it has been deactivated, it may be returned to TLV for a refund of \$10.

We request that you post a copy of the rules and regulations on the refrigerator in each rental unit and that a copy of both sets of rules **be included** in every TLV rental packet. It is our hope that this will ensure compliance with TLV policies.

Please make your renters aware that the rules specifically prohibit renters from having pets in the units or on the grounds. We also request that they be made aware of the parking limitations and that certain vehicles will not be permitted at TLV. Especially important is that the renters understand the grilling rules.

Please contact me if you have any questions or concerns. I can be reached by phone at 247-5295 and by email at office@tarlanding.com.

Thank you for your attention to this matter.

