

COWELL HOMEOWNERS ASSOCIATION

FACILITY USAGE TRANSFER FORM

Address of Rental _____
Date of Lease

Print
Homeowner Name: _____

Mailing Address: _____

Email Address: _____

Telephone number: _____
Home **Cell**

Ownership Date: _____ **(date you bought the property)**

Owner Signature(s): _____
DATE

Names of Lessee _____ **Age** _____

Children _____ **Age** _____

Vehicles Make, Model, Year: _____

Proposed Lease Term: _____
Such as 1 year, 6 months, etc.

Attach: Current photograph of front of property
Note: New/additional Pool key requires a \$300 deposit. Initial here: _____
Please make your \$25 check payable to Cowell Homeowners Association, Inc.
4498 Lawson Ct., Concord, CA 94521. Telephone: (925) 687-9961 Fax: (925) 677-0182
Email: Businessoffice@walnutcountry.com

Cowell Homeowners Association CC&R Article II, Section 14 (b) The right to lease a lot shall be restricted to a maximum of twenty-five percent of the lots in the development at any time.

- (c) The right to lease a lot shall be granted in the order written applications are received by the Board.
- (f) Leasing procedures shall be as follows:
 - (1) Each Owner shall have the right, upon written application (notice) delivered to the Secretary of the Association, to appear before the Board of Directors and request the right to lease his or her lot.
 - (2) The Board shall prepare a list of all owners currently leasing their lots, which list shall include the owner's name, mailing address, lot number or address, record date of ownership, and lease term; and such list shall be made available to all owners upon request.
 - (4) Any owner desiring to lease his or her lot shall submit such application in writing to the Board, which application shall contain the following information: owner's name, mailing address, lot number or address, and record ownership date; proposed lease term; identity of tenants intended; and any other information which the Board of Directors may reasonably require from time to time, by written notice to the owners.

Beginning August 13, 2009, the Board of Directors requires that Owners provide their telephone number and their tenants' ages and vehicle information. Owners must also attach current photograph of property to this form. Forms without photo will not be considered by the Board of Directors.

This form serves as your written application (request) to lease your lot pursuant to CC&R Article II. Failure to submit this request for each new tenant may cause you to lose the right to lease your lot and/or forfeit your place on the list of lots approved for leasing maintained by the Association.

The By-laws of Cowell Homeowners Association, Inc. Article III Section 2 Membership Transfer states "A transfer fee in the amount of \$25 is payable to the Association coincident with transfer of any Membership."

By leasing your unit you are transferring your membership privileges to use the common area facilities.