



RCP COMMUNITY MANAGEMENT

633 E. Ray Road Suite 122 Gilbert, AZ 85296

480-813-6788 480-545-6196 Fax

Rental Registration Form

Pursuant to ARS 33-1806.01 & ARS 33-1260.01 completion of this form is required for any homeowners who rent out their home. This form must be completed at the start or renewal of a lease and a \$25.00 registration fee must be paid each time a new tenant moves into the property. If this form is not completed and returned within 15 days of receipt a late fee of \$15.00 will be charged to the owners account.

Community Name: _____

Date: _____

Owner Name(s): _____

Phone: _____

Property Address: _____

Email: _____

Lease Term: _____

Start Date: _____

End Date: _____

New Registration

Lease Renewal

Tenant Name(s) & contact information:

1. _____

Phone: _____

Email: _____

2. _____

Phone: _____

Email: _____

3. _____

Phone: _____

Email: _____

Tenant Vehicles:

1. Make _____

Model: _____

Plate: _____

2. Make _____

Model: _____

Plate: _____

3. Make _____

Model: _____

Plate: _____

Management Company:

Name: _____ Phone: _____ Fax: _____

Mailing Address: _____ Email: _____

Owner to initial the following:

_____ I have explained the CC&R's & all community policies to the Tenant.

_____ The Tenant agrees that they understand the CC&R's & all community policies.

_____ The Homeowner is fully responsible for all actions of the Tenant

_____ A copy of the signed Rental Registration Form & registration fee payment will be forwarded to the Associations management company RCP within (15) fifteen days of the lease start date.

_____ The Tenant is authorized to speak with the HOA regarding CC&R violations & fines and may appeal charges on behalf of the owner(s). (Appeals may only be submitted once regarding a situation)

Owner Signature

Date

Owner Signature

Date

This form must be completed each time you have a new tenant OR a lease renewal for the rental property. Please include a check or money order for new rentals in the amount of \$25.00. If mailing this form more than 15 days after receipt, please include the \$15.00 late fee. Make checks payable to Association.

633 E. Ray Rd Ste 122

Gilbert, AZ 85296

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