

Sherwood Green Homeowners Association, Inc.

985 E. Buckingham Drive, Bloomington IN 47401 (812) 339-1880

Non-Owner Occupied Unit Information Form

This Non-Owner Occupied Unit Information Form ("**Form**") is to be completed by both the Owner and Resident(s) of each Sherwood Green Unit that is non-Owner occupied. The Form is required and must be completed and submitted to the Sherwood Green management office within 30 days of any such occupancy.

Owner Name (collectively "**Owner**"): _____

Sherwood Green Unit Address ("**Unit**"): _____

Owner Email: _____

Owner Phone Number: _____

Owner Mailing Address: _____

Management Company Name and Contact Information (if applicable):

Resident Information:

Name	Email	Phone
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_____	_____	_____
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_____	_____	_____
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Date Lease Starts: _____ Date Lease Ends: _____

Is the Unit occupied by a family member: _____ YES _____ NO

Note: If the Unit is occupied by a family member of the Owner, the Unit Owner may apply through the Housing and Neighborhood Department of the City of Bloomington, Indiana ("**HAND**") for a Rental Permit Waiver.

Owner Affirmation: The undersigned Owner affirms as follows: (1) The undersigned is the legal Owner(s) of the subject Sherwood Green Dwelling Unit; (2) The undersigned has entered a written lease agreement (the "**Lease**") wherein they have agreed to lease the subject Unit to the tenants identified in the Lease (collectively, the "**Resident(s)**") an indicated herein for a term of at least eleven (11) consecutive months (hosting guests or patrons in the Unit for a single day, a weekend, a week or other such short-term periods in exchange for consideration, is expressly prohibited in Sherwood Green); (3) The undersigned has informed said Resident(s) of the existence and applicability of certain governing documents (including,

but not limited to, certain Covenants, Conditions and Restrictions, as amended, Code of By-Laws, as amended, Rules and Regulations, as amended (collectively, the “**Governing Documents**”) applicable to, among other things, Unit ownership and Unit occupancy in Sherwood Green which, among other things, also limit occupancy of a Unit to no more than three (3) unrelated adults per Unit; (4) The undersigned has informed said Resident(s) that they must abide by the Governing Documents; (5) The undersigned has included terms and conditions in the Lease requiring that Resident(s) and their guests abide by and adhere to the terms and conditions of the Governing Documents and that failure to so abide and so adhere shall constitute a default under the Lease by the Resident(s); (6) The undersigned has registered the Unit with HAND and has a current occupancy permit through HAND. (Rental units are defined by HAND as “any dwelling unit, rooming house, or rooming unit occupied by a person(s) other than the owner and/or their legal dependent(s)); (7) The undersigned acknowledges that the Lease is in compliance with all applicable conditions associated with both the Governing Documents and the subject HAND occupancy permit (with the terms of the Governing Documents to control in the event of a conflict between the terms of the Governing Documents and the terms of any HAND occupancy permit); and (8) The undersigned acknowledges that this Form is due within thirty (30) days of the Lease start date. Failure to provide this completed Form may result in fines.

Owner Signature

Date

Owner Signature

Date

Resident(s) Affirmation: The undersigned Resident(s) affirms as follows: (1) The undersigned will abide by the terms and conditions of the Governing Documents available at **www.sherwoodgreenbloomington.com**); (2) The undersigned acknowledges that the Lease the undersigned has entered for the subject Sherwood Green Unit is in writing and for a term of not less than eleven (11) consecutive months; (3) The undersigned acknowledges that no more than three (3) unrelated adults will occupy the Unit; (4) The undersigned will abide by the parking rules and regulations for Sherwood Green, as amended; (5) The undersigned will not cause disturbances (noise, odors, offensive behavior, etc.) that disrupt or disturb other occupants of Sherwood Green (6) The undersigned will abide by the rules and regulations for use of the common area, as amended (7) The undersigned will ensure that their guests also abide by the terms and conditions of the Governing Documents and the terms of this Form; (8) The undersigned acknowledges that failure to abide by the terms and conditions of the Governing Documents and/or the terms of this Form constitutes a default under the Lease which could result in monetary fines, termination of the Lease and/or eviction from the Unit.

Resident Signature

Date

Resident Signature

Date

Resident Signature

Date