

## AZUR AT METROWEST - RENTAL STANDARDS 2023/2024

Azur at Metrowest Condominium Association, Inc. will adopt the Rental standards approved by the Metrowest Master Association and its subsequent modifications.

Those standards will be incorporated into The Azur at Metrowest Condominium Association, Inc. own standards.

The Azur at Metrowest will process all rentals following the steps below:

1. Leases must be for a minimum of 7 months as required by the Association and the MWMA.
2. A third-party provider will qualify all rental applicants using the same background check criteria described in the document attached for all the applicants.
3. Azur has chosen Metro Screening to provide background check service to the owners and the Association.
4. All adults living in the property must be background checked, contract should list them as tenants, and all of them should sign the contract and all the documents included in the package provided by Azur at Metrowest.
5. Azur At Metrowest requires yearly background check of all tenants on renewal of the lease agreement.
6. All the documents required must be completed before the evaluation process starts.
7. The owner(s) of the property been leased must allow 7 business days to complete the review process. The 7 days count starts at the time all documents are completed and the background information delivered to the processing company.
8. No tenants will be allowed to move into the community without the process been completed and reported by the background processing company.
9. **Tenants that move into the community with no authorization will forfeit the approval process and will not be approved and must move out of the community immediately. Please do not request exemptions to this rule or any other rental approved standards.**
  - a. **Tenants are anybody residing in the unit other than the owner.**
10. All the MWMA Leasing Standards must be included in the leasing review/qualification process.
11. The community leasing checklist must be completed before the approval process starts.
12. If the leasing contract is through a Property Management Company, a Management Agreement with the owner of the property must be filed with the office of the Association. If not on file, a copy of the signed agreement with the leasing company must be provided to the Association.
13. The lease agreement must include the Crime Free Lease Addendum drafted by MWMA as an Exhibit. Please see attached.
14. The MetroWest Affidavit of Continue Residency must be signed by all adult tenants listed in the Lease agreement if applicable. If not applicable, it should be noted in the form and must be included in the package.
15. The Crime free Addendum Form must be signed by all the tenant(s) listed in the contract and the unit owner/landlord.
16. The Resident Information Sheet must be filled out, signed, and dated by all tenants (one form per person).
17. Key Addendum must be completed and signed by all tenants. Door locks and key are **not** to be changed without reporting it to the Association, in advance, and a copy must be provided to the Association office for emergency use and the inspections done during the year (i.e., the mandatory Fire sprinkler inspection, the dryers vent cleaning, etc.).

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18. If door lock and/or key are changed, the locks must comply with the 1-inch dead lock latch requirement from the MWMA (Master Association), the plates must be secured with 3 inches screws and the new door lock must also be secured to the door with 3 inches screws.
19. Control Access Gates form must be signed and dated by all adults residents (tenant and/or owners) in the unit.
20. Package Release Form must be signed and dated by all adults residents (tenant and/or owners) living in the unit. If the residents do not authorize for the Association to receive their packages it must be stated so in this form too.
21. Garbage and Dumping Rules to be followed by all Azur at Metrowest residents (Owners and tenants). Forms signed by all adults living in the unit and named in the leasing contract.
22. Resident must follow the Pool and Wristband Policy. The corresponding form must be signed and dated by all adult Tenants and the owner. Maximum of 2 guest per unit in the pool and the Fitness Center, and the tenant must be accompanying the guests.
23. Azur requires that pets be registered with the office. NO aggressive breed permitted on property. Pet limit, NO more than 2 per unit. If the contract doesn't permit pets or the tenant doesn't have pets, it should be noted in the registration form/policy and initialed by the tenants and the owner of the unit. The pet registration/policy form must be signed by the tenants and the owner of the unit.
24. The Azur at Metrowest General Rules and Regulations must be signed by all tenants and the unit owner (each page requires signature)
25. In addition to all documents mentioned above all Tenants must provide:
  - Government issued ID.
  - Copy of up-to-date valid vehicles registration for all vehicles that will be on the premises of the Association.
  - Copy of the valid updated Vehicles Insurance Card
  - Pet photo

**EXHIBIT**

Lease Subject to Master Declaration and Association Rights. It is agreed and understood between the parties that the subject leased premises are located within the MetroWest community and are included within, and subject to, Amended and Restated Master Declaration of Protective Covenants and Restrictions for MetroWest, all Rules and Regulations governing MetroWest promulgated from time to time by MetroWest Master Association, Inc. ("MWMA") and all other restrictions, limitations and usages contained within any and all related documents of MWMA ("Governing Documents").

Therefore, the parties acknowledge and agree that the terms hereof are specifically subject to all provisions, limitations, restrictions and rights set forth within the Governing Documents, including, without limitation, all rights of MWMA stated therein (to include but not limited to proper applicable licensing/permits, noise ordinances, loitering, parking limitations (violation may result including towing at owner's expense when parking on private property without specific written consent of that property/parcel owner), criminal mischief or activity (including lewd and lascivious behavior), as well as CPTED lighting requirements). It is agreed and acknowledged that MWMA is a direct and intended third party beneficiary under this lease and therefore has the unconditional right to enforce all Rules, Regulations and other provisions of the Governing Documents directly against either party hereto, including, without limitation, the right to bring direct legal action against Tenant or any Occupant of the Property, in the event of any violation by Tenant of any of the provisions of the Rules, Regulations or other Governing Documents for MetroWest.

Tenant  
signature: \_\_\_\_\_  
Date: \_\_\_\_\_

Owner's  
signature: \_\_\_\_\_  
Date: \_\_\_\_\_

Tenant  
signature: \_\_\_\_\_  
Date: \_\_\_\_\_

Tenant  
signature: \_\_\_\_\_  
Date: \_\_\_\_\_

Tenant  
signature: \_\_\_\_\_  
Date: \_\_\_\_\_

Tenant  
signature: \_\_\_\_\_  
Date: \_\_\_\_\_