

SYCAMORE HILL HOMEOWNERS ASSOCIATION, INC.

**POLICY RESOLUTION NO. 3
Rules and Regulations Requiring
Use of Residential Lease Form**

WHEREAS, Article VII, Section 1 of the Bylaws for Sycamore Hill Homeowners Association, Inc. empowers the Board of Directors to adopt and amend any reasonable Rules and Regulations not inconsistent with the Association Documents; and

WHEREAS, it would be beneficial to the community as a whole to ensure that the tenants of the aforesaid dwellings are aware of and abiding by the governing documents:

NOW THEREFORE BE IT RESOLVED that:

All written leases of property within Sycamore Hill shall contain a provision advising the tenant of his obligation to abide by the provisions of the governing documents and rules and regulations, provide that failure to comply constitutes a default under the lease, and certifying that the tenant has received a copy of the Association Rules and Regulations discussed herein.

All homeowners who lease to another a home within the Sycamore Hill must, within five (5) days of execution of the lease, file a copy of the lease with the Board of Directors at the following address: **Sycamore Hill HOA, 402 Ginkgo Terrace, Leesburg, Virginia 20176** and any homeowner failing to provide a copy of an executed lease within five (5) days of the effective date of this Resolution, or the execution of a new lease, will be in violation of this Resolution.

In the event that property within Sycamore Hill is leased without use of a written lease, the owner of the property must provide to the Association at least five (5) days prior to the tenants occupation of the premises, or within five (5) days of the effective date of this Resolution, a written statement signed by the owner and the tenant certifying that the tenant has received a copy of the governing documents and rules and regulations and that the tenant understands that he/she must abide by the provisions of such documents.

Any homeowner failing to comply with this Resolution may be subjected to a charge for each day in which the violation persists and any other penalties or remedies as are available to the Association:

The owner shall be held responsible for any charges or penalties incurred by or imposed as a result of the action or inaction of his tenant and all such charges may become a lien against the property of the owner if unpaid.

The foregoing Resolution is hereby adopted on this 16th day of July, 1997, without meeting, by all of the members of the Board of Directors.

Sycamore Hill Homeowners Association, Inc.

By: Colleen Dwelley

By: Sam McKee

By: Madeline Cus

Members, Board of Directors