



## Manning's Ridge Homeowners and Recreation Association, Inc. Leasing Policy

Manning's Ridge Homeowner,

As described in the Amended and Restated Declaration of Covenants, Conditions, and Restrictions for Manning's Ridge ("Declaration"), the number of properties that may be rented at any one time in the neighborhood is limited to ten percent (10%) of the total number of Lots. The Board of Directors has adopted the following policies concerning leasing. For the purposes of this document, forms of the terms 'Lease' and 'Rent' are interchangeable. To request approval to lease your home in Manning's Ridge, please review and sign below and submit to the AMG portal at [www.accessmgt.com](http://www.accessmgt.com). You must include the below stated documentation before the home is occupied. This policy shall have the same meaning as set forth in the Community Declarations unless the context shall prohibit.

### Leasing/Rental Policy:

- To be eligible to be leased, a property must be occupied by the current record owner for a minimum of 18 months.
- All leasing approvals shall be valid only as to a specific Lot Owner and Lot and shall not be transferable between either Lots or Lot Owners and shall not be transferrable to successor Owners.
- Properties may only be occupied as a "Family/Dwelling Unit" as defined by Unified Development Code City of Alpharetta, Georgia – Article I.-General, Section 1.4-Definitions, which definition shall be incorporated herein by this reference.
- All occupants of the home must be listed on the lease agreement. **(Copy of executed lease to be kept on file with AMG/POA)**
- No subleasing or short-term rentals of property is permitted.
- Property must be in full compliance of ACC Guidelines and have no outstanding violations prior to approval.
- All dues, assessments, or other charges owed to the Association must be paid in full prior to commencement of a lease agreement.
- Property owner is required to have a professional landscaping company maintain yard at minimum monthly, or twice monthly depending on season, for each lease term. **(Proof of service agreement/arrangement to be kept on file with AMG/POA)**
- Tenants must acknowledge receipt of a copy of the Manning's Ridge POA Community Covenants and ACC Guidelines. **(Signed Tenant Acknowledgement form to be kept on file with AMG/POA)**
- Homeowner must maintain current contact information for correspondence from POA during lease term(s).
- If property owner will reside out of state or country, the home must be placed under management of a licensed property management company **(Copy of contract to be kept on file with AMG/POA)**
- Property rental exception may be granted for a minimum one year (12-month term) and may be renewed if property is in full compliance of Manning's Ridge ACC and POA Lease/Rental Policy Guidelines set forth above.
- Property must be Tenant occupied within 90-days of written MRPOA approval.

I, \_\_\_\_\_ (Homeowner) hereby agree to the above Policies as a condition of Leasing/Renting my property located at \_\_\_\_\_, Alpharetta, GA 30009. I understand if I requested a rental exception, the exception may be revoked with 90-days written notice.

\_\_\_\_\_  
Homeowner Signature

\_\_\_\_\_  
MRPOA Board Officer Approval



## **Manning's Ridge POA Tenant Acknowledgement of Community Documents**

I, \_\_\_\_\_(Tenant) acknowledge I have a received a copy of the Community Covenants and ACC Guidelines provided to me by the Owner/Property Manager of the below address and agree to abide by all governing documents of the Manning's Ridge POA Community.

\_\_\_\_\_  
Homeowner Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City                      State                      Zip code

\_\_\_\_\_  
Tenant Signature

\_\_\_\_\_  
Date

**\*Submit a signed copy along with other required documentation back to  
Access Management Group**