

SMSA Rental Registration Form:

Homeowners renting their property must complete and acknowledge the terms below and return this Registration Form to Sundance Mt. South Association, Inc. (SMSA) **prior to building a rental home or occupancy by a new renter/tenant. This Form applies to all types of rentals – both long-term and short-term, whether rented through a real estate agent, Airbnb, VRBO or any other method).**

1- Property Location and Ownership:

Lot# _____ Well Information: Shared Well # _____ or Check if Private Well _____

Hot tub: Existing _____ Planned _____ Fire Pit: Existing _____ Planned _____

SMSA E911 Address _____

Owner(s) Name(s) _____

E-mail _____

2- Contact information (if different than above) for 24/7 availability should a need arise during a rental period (complaint, violation, emergency, etc).

Management company (if using) _____

Management company Phone _____

Management company Email _____

If person in charge of Short-Term Rental is different from owner, but not a management company, please fill out below:

Contact Name _____

Phone# _____ Email _____

Complaints/Violation Procedures:

Owners (and/or Property Managers) agree to respond to any complaints or violations in a timely manner (must communicate with SMSA within 24 hours of notification of the complaint). Sundance Mt. South Association, Inc will attempt to contact the Owner via phone and/or email.

If you, the Owner(s), or your renters are found to be in violation of a SMSA Covenants, Bylaws or Rules, the violation process may be initiated. This process can be found in the online SMSA Bylaws § 7.5.

By signing this agreement, Owner(s) acknowledges and accepts their full responsibility for compliance with these requirements and other applicable SMSA governing documents, and for any violations of Governing Documents committed by any persons occupying or visiting the property.

Signature _____

Date _____

Signature _____

Date _____

Signature _____

Date _____

**SMSA Short-Term/Vacation Rental Form - 30 or fewer days
For Shenandoah County**

Steps to Register a Short-Term Rental with the Sundance Mt. South Association, Inc. (SMSA):

- 1- Owners must complete the below Short-Term Rental Form and return this Form to Sundance Mt. South Association, Inc. (SMSA) ***prior to using their property for Short-Term Rentals*** as that term is defined in Section 165-4 of the Shenandoah County Zoning Ordinance.
- 2- In addition to SMSA Governing Documents, the Short-Term Rental property must comply with local ordinances and requirements and if it is a new construction, must provide proof of building permits and inspections. Short-Term Rental in Shenandoah County must obtain required business licenses and provide SMSA with proof of registration/approval to operate a Short-Term Rental property in that County.
- 3- Owners must download the SMSA community rules summary page (entitled "Rental Poster") on the rental page of the SMSA website) and make available to renters in the home. This document outlines several basic community rules as found in the SMSA governing documents that all members/homeowners are to adhere to, such as: quiet hours, parking, fire pit guidelines, proper trash disposal, etc. Owners must ensure it is prominently displayed in the property (i.e.: on refrigerator, inside the front door, etc., not simply in a home binder).
- 4- Nothing from this provision prohibits the owner themselves from imposing stricter rules for their individual guests.
- 5- Owners must provide adequate off-street parking as to not obstruct or interfere with the flow of regular traffic or create a hazard. Owners must make renters aware of the maximum amount of vehicles that can safely fit on the property off-street parking prior to arrival. For instance, if a home can only fit 2 cars in the off-street parking area of the property, but the home can sleep 6 guests, this parking limitation of 2 cars maximum must be made known to renters before arrival). On-street parking (e.g., on the road shoulders) is not allowed.
- 6- ***I acknowledge the above steps required to operate a Short-Term Rental within the Sundance Mt. South Association, Inc community and agree to comply with these requirements. ***

Owner(s) _____	Date _____
Owner(s) _____	Date _____
Owner(s) _____	Date _____

Completed forms must be returned via one of the following:

Mail: Sundance Mt. South Association, Inc.
P.O. Box 628, Timberville, VA 22853-0628

Email: sundancemtsouth@gmail.com

**SMSA Short-Term/Vacation Rental Form - 30 or fewer days
For Rockingham County**