

# MAPLEWOOD CONDOMINIUM ASSOCIATION

## TENANT INFORMATION FORM

Tenants are considered *Third Party* entities on Maplewood's property. The Association *must* identify such individuals and shall consider them Residents with similar rights and obligations as Owners. Tenants must provide the following information for our records (filed for the duration of the tenancy). Failure to provide information will result in automatically receiving a copy of the regulatory materials (at owner's expense) and additional penalties for the unit owner.

DATE:	UNIT:	ADDRESS:	
NAME(S) OF YOUR LANDLORD(S):			
LIST OF TENANT NAMES (Print Clearly)	CONTACT NUMBER	EMAIL ADDRESS	Undergrad Student? (Circle one)
	(    )		yes    no
	(    )		yes    no
	(    )		yes    no
	(    )		yes    no
Did all the Tenants in the leased premises sign a <b>written</b> lease agreement? (Circle one)    YES    NO			
What is the STARTING DATE of your lease agreement (written or not)? Month _____ Day _____ Year _____			
What is the ENDING DATE of your lease agreement (written or not)?    Month _____ Day _____ Year _____			
How many persons <b>occupy</b> the leased premises on a permanent basis (longer than 30 days)? (Circle one)			
1      2      3      4      5      More (specify) _____			
How many persons in the leased premise are <b>related</b> (family) in some way? (Circle one)			
1      2      3      4      5      More (specify) _____			
Did every tenant acquire Renter's Insurance with coverage of \$500,000 liability for the duration of the lease term? _____ YES    _____ NO (a tenant is not permitted to enter the property without first acquiring and submitting proof of insurance)			
Did your landlord provide all Tenants in the leased premises with either a hard copy of the by-laws or access to the website that contains the regulatory material: _____ YES    _____ NO			

I WARRANT THAT THE ABOVE INFORMATION IS TRUE AND CORRECT.

TENANT NAME: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Print)

TENANT NAME: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Print)

TENANT NAME: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Print)

**SUBMIT FORM TO → Association prior to the beginning of your lease start date and at the renewal of your lease.**