

**The Ranch Property Owner's Association**

32852 Highway 550 North  
Durango, Colorado 81301

July 20, 2009

**Important message to Homeowners regarding Property Rentals**

Section 7.06 Rental of Unit (Amended and Restated Declaration of Covenants, Conditions and Restrictions for The Ranch, 03/28/2006, hereafter "DCCR") states:

*The Owner of any unit who rents or leases the unit to a third party must provide the DECLARATION and the related Rules and Regulations of the Association to the third party. The Owner must further provide to the secretary (of the RPOA) the name of the third party, contact information, the length of rental or lease, and a statement that the documents have been provided to the third party.*

**Dear Ranch Property Owner,**

We have created an abridged list of rules for you to share with your tenants or guests, either directly or through your property manager. Additionally, we remind owners that they and their property managers are personally responsible for the conduct of family members, guests, tenants and all occupants, and all are equally bound by the provisions of all governing documents including DCCRs, By-laws, and any other rules established by the Board acting on behalf of the Association. You may find the DCCRs, RPOA By-laws, rules and regulations of the board, including the Abridged Ranch Rules, on our website, [www.rpoadurango.com](http://www.rpoadurango.com). **Individual property owners are responsible for any expenses incurred related to correcting any violations of The Ranch governing documents.**

Rented units shall be used only for single family residential purposes and it is the responsibility of the owner or their agent to keep all planted areas on their lots neatly trimmed, mowed, and free of trash, weeds, or other unsightly material.

You or your property manager must use the enclosed RPOA Rental Information Form to confirm delivery of RPOA governing documents

to your tenant. Please complete and sign a new form each time a new party rents your unit for any length of time. This form may be signed either by the owner or the owner's rental agent.

Tenants must be given a full copy of the DCCRs and any additional rules and regulations provided by the RPOA board including the Abridged Ranch Rules. **Return the RPOA Rental Information Form to the RPOA Secretary, 32852 Highway 550 North, Durango, CO, 81301 within 5 working days of the lease commencement date.**

Thank you for your cooperation. We hope these documents will assist owners to comply with the governing documents of The Ranch and clarify essential rules for property managers and tenants. For your convenience, these documents are available at [www.rpoadurango.com](http://www.rpoadurango.com).

RPOA Board of Directors  
Enclosures

## RPOA Rental Information Form

The property at (*Address*) \_\_\_\_\_ in The

Ranch is being rented for (*Duration of time*) \_\_\_\_\_

(*Name of Tenant*) \_\_\_\_\_

(*Tenant's Telephone, Email*) \_\_\_\_\_

24 Hour Emergency Contact (*Name*) \_\_\_\_\_

(*Emergency Telephone, Email*) \_\_\_\_\_

Number of persons in the rental household \_\_\_\_\_

Vehicles: Type, Model, and License Numbers \_\_\_\_\_

Number and type of pets \_\_\_\_\_

\_\_\_\_\_  
Owner's Name

\_\_\_\_\_  
Property Manager (if other than owner)

\_\_\_\_\_  
Owner's Signature/Date

OR \_\_\_\_\_  
Property Manager's Signature/Date

\_\_\_\_\_  
Manager's Address

\_\_\_\_\_  
Telephone and Email

I have received and read a copy of the governing documents of The Ranch, including the Abridged Ranch Rules, as required for rentals and I agree to abide by all such rules.

\_\_\_\_\_  
Tenant's Name

\_\_\_\_\_  
Tenant's Signature/Date

**This form must be returned to the RPOA Secretary, 32852 Highway 550 North, Durango, CO 81301, within 5 days from the date of the lease/rental contract.**