



**Please list the names of all occupants staying the full length of rental (ages 12 and up only)**

1)	6)	11)
2)	7)	12)
3)	8)	13)
4)	9)	14)
5)	10)	15)

**Reminders**

1. A completed registration form and payment must be fulfilled **at least seven (7) days prior to the start of the rental.**
2. Payments by phone are accepted when using a Visa, MasterCard, Discover, or American Express credit/debit card only after a fully completed registration form is submitted and received by the SEPOA Administration Office.
3. Payments by check (made payable to SEPOA) can be mailed to the address provided on page 1 with the completed registration form.
4. Property Owner(s) are billed a \$25 Express Processing Fee, if the completed registration form **and** payment of the registration fee is not received two (2) days prior to the arrival date.
5. **Failure to register a renter will result in a \$200 fine.**

**Authorization**

It is the Sole Responsibility of the Property Owner or their Designated Agent to inform Renter(s) of the Association's Bylaws, Rules & Regulations and Policies. The Property Owner or their Designated Agent is responsible to inform the Renter(s) of applicable fees, etc., associated with the rental. Property Owners must be Members in good standing in order to rent their property.

**SEPOA has the right to refuse entry to any renter not properly registered by the Property Owner/Designated Agent**

*I, as the Property Owner/Designated Agent, hereby acknowledge I have read and understand the above statements and assume responsibility for my Renter's compliance with **all** Association's Bylaws, Rules & Regulations and Policies.*

\_\_\_\_\_  
Property Owner/Designated Agent Signature

\_\_\_\_\_  
Date

*The Property Owner/Designated Agent has disclosed the SEPOA Rental Policy to me and I agree to comply with all the Community Rules and Regulations.*

\_\_\_\_\_  
Renter Signature

\_\_\_\_\_  
Date

Total Amount Due for Registration: \$75.00

Office Use Only

Paid: \$75.00

Date:

Check#: