

DATE \_\_\_\_\_

STAFF INITIALS \_\_\_\_\_

SCANNED \_\_\_\_\_

NEW \_\_\_\_\_

UPDATE \_\_\_\_\_



## Stone Ridge Memorandum of Lease

Please return to Stone Ridge Association at:  
 24605 Stone Carver Drive, Stone Ridge, VA 20105 or 703.542-2811 Fax  
 Email: [office@stoneridgehoa.org](mailto:office@stoneridgehoa.org) Web: <https://stoneridgehoa.org/>

Address \_\_\_\_\_

<b>Name(s) of Property Owner(s)/Landlord(s)</b> <small>(Appearing in the deed to the property)</small>		<b>Name of Tenant</b>	
<b>Phone # of Landlord(s)</b> <small>(Appearing in the deed to the property)</small>		<b>Phone # of Tenant</b>	
<b>Email Address of Landlord</b>		<b>Email Address of Tenant</b>	
<b>Address of Landlord</b> <small>(This is the address that property owner related Association correspondence is sent)</small>		<b>Names and Ages of all Occupants of the Rental Property</b> <small>(A child of any age is considered an occupant)</small>	
<b>Start Date of Lease (required)</b>			
<b>End Date of Lease (required)</b>			

The undersigned hereby covenant and acknowledge the above information is true and correct and that they have read, fully understand, and agree to abide by all policies, procedures, rules and regulations made by the Association regarding the Stone Ridge Tenant Privileges and for the use, operation & maintenance of all Community property. I understand that the Association reserves the right to amend these rules at any time.

### Landlord

- I agree to waive my rights to use Stone Ridge Community Property and turn those rights over to my tenants.
- I DO NOT agree to waive my rights to use Stone Ridge Community Property and DO NOT turn those rights over to my tenants.

\_\_\_\_\_  
Landlord Signature Date

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

PLEASE REVERSE FOR IMPORTANT INFORMATION



## Landlord/Tenant Rights & Responsibilities

1. The Association may allow tenants of a Member's residence at Stone Ridge to use Community Property if the following requirements are met:
  - (i) The tenant must be leasing the Member's residential property for at least a twelve (12) month period to be eligible to use Community Property and must be resident during the period of use.
  - (ii) The Member must provide the Association with a Memorandum of Lease that is signed by both the Member and the tenant. On the Memorandum of Lease the Member must waive his or her right to utilize Community Property while the tenant has those rights.
  - (iii) The Member must continue to pay and remain current with all Association assessments and fees.
  - (iv) The tenant, upon satisfying all the above conditions, must complete all paperwork as required by the Association.
2. In the event that the Member does not pay his or her Association assessments, the tenant will be denied membership privileges.
3. During the period when a tenant is designated as the beneficial user of the membership privileges, the Member will not be permitted to use Community Property with respect to the Member's membership. Designation of membership privileges for tenants excludes the ability to rent community recreational facilities for private events or activities.
4. Members shall be responsible for all charges incurred by their tenants that remain unpaid after the customary billing and collection procedure of the Association.
5. Tenants utilizing Community Property are required to comply with the Community Rules, as amended.
6. Members who lease or rent their residential property are responsible for providing each new tenant with the necessary paperwork (i.e. Memorandum of Lease, Community Membership Application, etc.) and providing tenants with an updated copy of the Association's Policies & Procedures document.
7. Members who choose to advertise, via signage, the availability of residential property for rent or lease at Stone Ridge are required by the governing documents to use Association approved signage. Approved signage must be purchased through Association sanctioned vendors.