

## Leisure Valley Ranch Renter Information Form

### How Your Information Will Be Used

The information you provide will be used solely for official Homeowners Association purposes. This includes verifying 55+ status, communicating important updates, and ensuring safety through emergency contact availability. Your information will not be sold or shared outside of HOA operations unless required by law. Your email address will be maintained securely and will not be shared with third parties for commercial, marketing or any purposes unrelated to LVR association business.

**Date Submitted:** \_\_\_\_\_ *(Office Staff to complete)*      **Office Staff Initial** \_\_\_\_\_

**Renter #1 Last Name:** \_\_\_\_\_ **First Name:** \_\_\_\_\_

**Renter #2 Last Name:** \_\_\_\_\_ **First Name:** \_\_\_\_\_

**Rental Lot #:** \_\_\_\_\_ **LVR Address:** \_\_\_\_\_

**Rental Dates: Begin Date:** \_\_\_\_\_ **End Date:** \_\_\_\_\_

### RENTING FROM:

**Lot Owner's Name:** \_\_\_\_\_

**Lot Owner Phone #:** \_\_\_\_\_

**Renter Contact Phone Numbers: Phone #1:** \_\_\_\_\_

**Phone #2:** \_\_\_\_\_

**Email Address: (Optional)** \_\_\_\_\_

### Mailing Address: (Optional )

**Street:** \_\_\_\_\_

**City, State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

### Emergency Contact Information (Optional)

**Emergency Contact Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

### Consent Questions

Please check **Yes** or **No** for each item.

1. Do you agree to receive emails from the HOA regarding announcements, updates, and community information?  **Yes** /  **No**
2. **(Long Term Renters ONLY – (longer than 1 year)** May the HOA include your name and phone number in the community phone directory?  **Yes** /  **No** /  **NA**

**Renter Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Renter Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**LEISURE VALLEY RANCH R.V. AND MOBILE HOME PARK**

**Housing for Older Persons Act (HOPA) Census Survey**

**Section: §100.307**

**RENTER OCCUPANCY VERIFICATION FORM**

**LVR Address:** \_\_\_\_\_ **Lot Number(s):** \_\_\_\_\_

**Lot Owner Name:** \_\_\_\_\_

**Contract Lease Start Date:** \_\_\_\_\_ **End Date:** \_\_\_\_\_

**Renter**

**Print Name:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Renter**

**Print Name:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Additional Occupant**

**Print Name:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**LVR BUSINESS OFFICE USE:**

Acceptable HOPA Occupancy certification documents: Driver License Birth Certificate Passport  
Immigration Card Military ID Any other state, local, national, or international official documents  
containing a birth date

**Identification Documentation Presented:**

\_\_\_\_\_

**LVR Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Leisure Valley Ranch Renter Information Form Instructions for Completing

### Instructions for Completing:

1. **Date Submitted (Office Staff to complete)** – When you present the completed forms to the front office the office staff will fill in the date and initial.
2. **Renter #1 Name** – enter the renter #1's last name and first name.
3. **Renter #2 Name** – enter the renter #2's last name and first name.
4. **Rental Lot #:** enter the lot number that you will be renting.
5. **LVR Address:** enter the LVR address of the lot you will be renting.
6. **Rental Dates: Begin Date:** enter date you will begin your rental. **End Date:** enter the date you will be leaving LVR.
7. **Renting from: Lot owner** – enter the lot owner's name who you are renting from.
8. **Lot Owner Phone #:** - enter the lot owner's phone number.
9. **Renter Contact Phone Number(s)** – enter your phone number(s) that you may be contacted at.
10. **Email Address (Optional)** – enter email address if you would like to receive LVR emails about activities and LVR updates. Your email will be removed from LVR emailings when you are no longer renting at LVR.
11. **Mailing Address (Optional)** – enter your mailing address if you would like LVR to have this.
12. **Emergency Contact Name (Optional)** – Enter the first and last name and phone number of an emergency contact. We will only use this contact in case of an emergency. We will keep this information in our locked office.

### Consent Questions Instructions

Please check appropriate answer for each item.

1. **Do you agree to receive emails from the HOA regarding announcements, meeting minutes, updates, and community information?**
  - Check **Yes** – if you would like your email address included in the Leisure Valley Ranch email contacts list to receive emails about LVR updates and activities while you are renting in LVR.
  - Check **No** – if you do not want emails from Leisure Valley Ranch.
2. **May the HOA include your name and phone number in the community phone directory? (For Long Term Renters Only- longer than 1 year – if you are a short term renter check the last option - Check NA)**
  - Check **Yes** – if you would like your phone number included in the Leisure Valley Ranch Phone Book. The phone book can be purchased as a printed copy by **Long Term Renters only (longer than 1 year)**.
  - Check **No** – if you are a **Long Term Renters (longer than 1 year)** and you do not want your phone number included in the phone book.
  - Check **NA** – if you are a **Short Term renter** – your phone number cannot be included in LVR Phone book.
3. **Renter Signature(s)** – each renter sign and date.