

COSTA DIAMANTE RENTAL POLICY

Renting owners must be current on payment of all dues and assessments. Renters coming to properties that are in arrears will be denied entry.

Renting owners must provide evidence of compliance with Mexican Federal regulations, including registration with the housing authority, **HACIENDA**.

Renting owners are responsible for notifying their rental agencies of the regulations and policies of Costa Diamante. Renting owners are responsible for the action or inaction of any agency that they employ to perform rental, maintenance, or cleaning functions.

Renting owners are responsible to provide the "Commitment Letter to Third Party Renter", (known as "Carta Compromiso Arrendamiento de Asociado a Tercero" in Spanish) to all renters. The letters must be presented, by the renter, in its entirety, signed without modifications, to Costa Diamante Security staff, at the time of arrival, together with any documents from the rental company.

Renting owners are responsible to provide renters with a document that lists all regulations of Costa Diamante. This document will be provided to renters at the time of confirmation of the rental, and a permanent copy shall be maintained in the rental property. This document shall also include a listing of means of contact of appropriate persons by renters, should the need arise. This should include craftsmen for repairs, police, fire, and medical help, and persons for assistance with any issue. Costa Diamante staff are not resources to be used to solve renter's issues. Should it be necessary to involve Costa Diamante staff, renting owners may be assessed \$100 per occurrence.

Rental properties are limited to no more than 12 guests of all ages, and no more than 3 vehicles. Should additional renters arrive, renters will be charged \$50 per person in excess. Renting owners and/or their rental agencies are responsible for notifying renters of the 12 person limit. Renting owners shall screen potential renters and avoid renting to persons below the age of 25.

Renting owners must notify Costa Diamante staff, in writing no less than 24 hours prior to any rental, of the names and ages of all renters. No guests that are not on this list will be granted entry. Renters are not allowed "guests" during their stay.

The rental impact fee of \$25 per day will be calculated and assessed to the renting owner's account. This fee will include the provision of one color-coded wrist band to each person listed on the commitment letter, up to the maximum occupancy of 12. (Replacement wristbands for any lost, stolen, or damaged shall cost \$5 each, paid for by the renters). These are required to be worn while using the common areas of Costa Diamante.

Renting owners are responsible for any damages by renters at Costa Diamante, either to common area or private property. Documentation of damages will be gathered, and repair costs will be assessed.

Renting owners shall provide no less than three garbage cans, and are responsible for failure by renters to contain their garbage within these cans. Litter, by renters, including in the common areas, that requires collection/containment by Costa Diamante staff shall incur a \$100 penalty to the renting owner.

Costa Diamante does not accept the responsibility of involvement in the rental activity of any owner, either as agent or third-party.
