

**EAST HORIZON CONDOMINIUM ASSOCIATION
LEASING POLICY & PROCEDURE**

RENT PAYMENT ADDENDUM

TENANT ACKNOWLEDGEMENT FORM

The Unit Owner agrees that should fees owed to the East Horizon Condominium Association become 30 days past due, the Association will notify the Tenant to redirect rent payment to the Association's management company. Rent collected will be reduced by the current month's dues and up to one additional month's dues to cover back months' dues – the balance will be forwarded to the Unit Owner. For the remainder of the lease, the Management Company will collect the rent, reduce it by the monthly assessment, and forward the balance to the Unit Owner.

The Unit Owner is responsible for all payments owed the Association.

Upon notification to the Tenant of rent payment redirection, failure to do so will be a breach of this Agreement and will void the lease with the Unit Owner.

Agreed: Owner Signature/Date

Agreed: Tenant Signature/Date

Owner's Printed Name

Tenant's Printed Name