



# Transfer of Rights Form

Mt. Park HOA Official Use Only	
Mem. ID#:	_____
Date:	_____
Entered By:	_____
Double Checked By:	_____

Before lessees of private residences (houses, condominiums, or townhouses) may use the Clubhouse and other common area facilities, a **Transfer of Rights form is to be submitted by the property owner**. If you have an agent, you will first need to complete a Transfer or Rights form authorizing them to act on your behalf. Please be sure to include the Primary Tenant(s) (those legally responsible on the tenant/landlord agreement) and all others living in the residence - including children – as only those who are listed on the Transfer of Rights may access the facilities.

Each property in Mountain Park has one "Right of Enjoyment" which authorizes the holder of the right to use the Clubhouse and other common area facilities. When a home, condominium, or townhome is lease, the owner can retain the rights of enjoyment and continue to use the facilities OR transfer the rights to the Primary Tenant(s). If the Clubhouse does not receive a completed Transfer of Rights form, it is presumed that the right has not been transferred and the lessees residing at the property will not be granted access. Once a Transfer of Rights form is on file, lessees need only register at the Clubhouse with proper ID and a copy of their lease agreement to receive a ClubCard and enjoy the facilities.

Please list the names of all persons (including children) residing at the property. We can only admit to the Clubhouse those people who are listed by the homeowner or agent and provide the appropriate identification as outlined in the Clubhouse Membership Policy.

## Home Owner

**Home Owner Name:** \_\_\_\_\_  
FIRST LAST

**Mailing Address:** \_\_\_\_\_  
STREET CITY STATE ZIP CODE

**Address of Leased Property:** \_\_\_\_\_  
STREET CITY STATE ZIP CODE

## Leasing Tenants

Primary Tenants (legally responsible on tenant/landlord agreement)

Others Living at Leased Property (including children)

**Lease End Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

As owner of the above property, I hereby transfer my rights to use the Mountain Park Clubhouse over to the listed lessee(s). I understand that in doing so, I am no longer entitled to the use of the Clubhouse facility. I understand by signing this form that the information is true and correct. I understand only persons living at the above leased property, and as defined in the Clubhouse Membership Policy, have "Rights of Enjoyment" to the Mountain Park amenities. The Mountain Park Home Owners Association can and will impose fines and pursue criminal prosecution for unauthorized use of the "Rights of Enjoyment" and attempted unauthorized use of the "Rights of Enjoyment."

**Home Owner/Agent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Agent's Address:** \_\_\_\_\_  
STREET CITY STATE ZIP CODE

**Agent's Phone Number:** \_\_\_\_\_