



RENTAL ACCESS POLICY

CABOCHON CLUB AT TRILOGY SUNSTONE

LAST UPDATED: APRIL 2022

Renter Use Rules, Policy & Procedures Relating Specifically to Membership & Club Use

At times, Members or Sub-Members may choose to lease or rent out their entire homes temporarily for use by renters. During these times, we also understand that the Member/Sub-Member may want the Cabochon Club at Trilogy Sunstone ("Club") to extend membership privileges to those renters that may desire the ability to utilize the Club amenities and use privileges which come as part of the Member/Sub-Member Membership provided by the Club. For Members/Sub-Members in good standing with the Club, the Club has adopted the following temporary Renter Use Rules, Policies & Procedures ("Renter Rules"). Renters will also be subject to the Club Rules & Regulations applicable to Members ("Club Rules & Regulations").

The Club defines a renter who may access the Renter Rules and privileges as a renter with a written lease with a lease term no shorter than thirty (30) days (a "Qualified Renter"). A Member/Sub-Member may not request privileges for a Qualified Renter for more than three (3) different renters and rental periods throughout a calendar year. For the purpose of access to the Club, the sub-letting of a portion of or rooms in the home is not considered a rental, and such sub-renters are not considered Qualified Renters and are not eligible for use of the Club facilities as a Qualified Renter under these Renter Rules. Anyone renting space or rooms within a Member's home will have access only as a guest of that Member, with the defined Guest Policy in the Club Rules applied.

For all Qualified Renters, the parameters for access to Club Facilities are:

1. The use privileges of the Member/Sub-Member are suspended during the lease term. (Note: If the Member/Sub-Member owns another home in the community which they occupy, the rental of another home does not affect the privileges provided as part of the membership associated with the Member-occupied home.)
2. The Member/Sub-Member is required to pay a Renter Assignment Fee for each Qualified Renter. This fee is as follows:
 - a. First rental period in a calendar year: One (1) month's Sub-Membership Dues (in addition to the Dues requirement in place for each Member of the Association).
 - b. Second rental period in a calendar year: Two (2) month's Sub-Membership Dues (in addition to the Dues requirement in place for each Member of the Association).
 - c. Third or more rental period in a calendar year: Three (3) month's Sub-Membership Dues (in addition to the Dues requirement in place for each Member of the Association).
3. Member/Sub-Members must notify the Club of the coming rental period via <https://www.mytrilogylife.com/rentalregistration-owner/>.
4. Qualified Renters must register with the Club via <https://www.mytrilogylife.com/rentalregistration/> and provide a valid credit card for Club charges.

5. The Member/Sub-Member remains responsible for payment of all Club dues during the Rental term; the Qualified Renter is responsible exclusively to pay for fees and charges incurred during the Rental term.
6. The Qualified Renter will be subject to and bound by the Club Plan and Club Rules & Regulations to the same degree as the Member/Sub-Member.

The Club reserves the right to amend or terminate the Rental Rules in its sole discretion at any time and without notice, with the goal of providing a great membership experience to Members and Sub-Members being the priority.

Additional questions regarding this Rental Policy may be directed to the Membership Office.

Renter Frequently Asked Questions

Q: Are renters provided membership cards?

A: Qualified Renters may be issued a temporary Club use cards for the Rental Term ("Club Card"). There is a fee for unreturned Club Cards. Such fee may be increased from time to time by the Club Owner.

Q: Are renters provided charging privileges?

A: Qualified Renters may be provided charging privileges.

Q: Do renters get MTL access?

A: Yes. A temporary login and password is provided to all Qualified Renters.

Q: Who is responsible for what in setting up a Renter properly?

A: It is easiest to break down the responsibilities by role:

- The **Member/Sub-Member** is responsible for:
 - Completing the documentation at <https://www.mytrilogylife.com/rentalregistration-owner/>.
 - Handling entry into the community upon initial arrival
 - Handling anything related to the home rental itself
 - Informing the Club of any change in the rental period
- The **Club** is responsible for:
 - Providing the Qualified Renter the Renter Registration Form
 - Issuing the temporary cards and accounts as defined above
 - Communicating an overview of the Club Rules & Regulations and the Rental Policy.
- The **Renter** is responsible for:
 - Completing the documentation at <https://www.mytrilogylife.com/rentalregistration/>.
 - Checking in with the concierge within one week of the start of the rental period

- Following the Club Plan, Club Rules & Regulations and the Rental Policy of the Club
- Carrying the access card to the Club with them at all times

Q: What doesn't the Club provide renters?

A: The concierge team provides information and tools related to the Club as defined above. The concierge team does not provide mailbox keys, gate remotes, access to Member accounts, access to the homes, or anything else not related to providing the membership experience at the Club.

Q: Who is covered under the access for a renter?

A: The Qualified renter and their spouse, partner, or qualified designate.

Q: Do renters need to "check out"?

A: Qualified Renters are asked to return any membership/access cards upon their departure. A \$25 fee per card will apply to all unreturned cards.

Q: If I've purchased a home but am renting from another Member prior to the home closing, do I need to complete the Renter Registration Form?

A: Yes.

Q: What if my renter chooses not to register at the Club?

A: The Club facilities are unavailable to renters who do not register. The owner is fully liable for all actions of the renter if the renter is not registered, including damages, incurred charges, etc.

Q: How do I pay the assignment fee?

A: The assignment fee will be charged directly to the Member's account. If the Member account is either not established or not in good standing, the renter will not be provided any access to the Club and its amenities.

Q: Who do I contact with further questions?

A: Many questions are answered at <https://www.mytrilogylife.com/rentalregistration-owner/> and <https://www.mytrilogylife.com/rentalregistration/>. For additional questions please contact the Membership Office.