

**Sunset Plaza Condominium Owners Association**  
**Managed by The Management Trust**  
**(253) 472-0825**

**Notice of Intent to Rent**

Full Name (Please print): \_\_\_\_\_

Unit #: \_\_\_\_\_ Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Offsite Mailing Address: \_\_\_\_\_

Which of the following scenarios best describes your intentions? (Check only one.):

- My unit has not been available for rent but I intend to make it available now.
- My unit has not been available for rent but I intend to make it available in the future.
- My current renter is leaving in the next 30 days, and I intend to make my unit available for rent again.
- My previous renter left (or was asked to leave), and I intend to make my unit available for rent again.

**Acknowledgements**

By signing below, I certify that each of the following statements are true:

- I have read and thoroughly familiarized myself with the 2004 Amendment to Declaration for Sunset Plaza Condominium.
- I am not delinquent in my regular assessment (“dues”) or any applicable special assessments, have no outstanding fees, and maintain an account in good standing with the association.
- I understand that the association’s approval of my intent to rent does not necessarily mean immediate invitation to proceed with renting my unit, that my intention will be added to the bottom of the Rental Waiting List if my unit is not an approved rental.
- I understand that when my intention has reached the top of the Rental Waiting List and an invitation to proceed has been extended to me, I will have 10 days to accept or decline the invitation. If accepted, I will have 120 days to submit a signed lease agreement, proof of background check has been completed, a certificate of insurance, and completed Resident Information form signed by the tenant for approval prior to the tenant taking occupancy. Missing this deadline means my invitation to proceed has expired, and that my intention will return to the bottom of the Rental Waiting List.
- I understand that all lease terms must be a minimum of six (6) months nor more than one (1) year.
- I understand that the signed lease which I submit to the association along with all required documents for consent must be contingent on receiving written consent from the association, that I am not permitted to rent my unit until I have received consent, and that to do so without such consent may result in immediate eviction of my tenant by the association and forfeiture of my approved rental status.
- I understand that the signed lease which I submit to the association along with my request for consent must contain language that acknowledges the association’s rights and the tenant’s obligations under the *Declaration* and other governing documents.
- I understand that it is my responsibility to select a suitable tenant and that the association will not evaluate the screening report that I obtain.
- I agree to pay the move-in fee of \$100.00 upon receiving written consent to rent.

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

**Please return the completed form to The Management Trust**  
**at 6704 Tacoma Mall Blvd., #111, Tacoma, WA 98409 or**  
**email to [Kristin.Gee@ManagementTrust.com](mailto:Kristin.Gee@ManagementTrust.com)**