

PARK AVENUE LOFTS HOMEOWNER ASSOCIATION
House Rules for Rentals By Owner (RBO)

- 1) The RBO unit homeowner or authorized agent must pick up guest keys and a parking pass at property manager's office, with the available hours for pick-up to be determined by the property manager. The electronic key cards issued will only be made for the dates of each specific rental guest; new keys will need to be obtained for each rental. All electronic key cards given out for RBO guest usage must be returned to the property manager's office on the departure date.
- 2) For building security, the RBO homeowner or authorized agent must properly identify & record rental guests.
- 3) The property manager is not responsible for non-HOA issues or lock-outs. Any service calls incurred by an RBO guest will be charged to the respective unit homeowner.
- 4) The RBO unit homeowner and/or authorized agent is responsible for identifying the unit vehicle parked on the property, while abiding by any parking policy identified in the Declarations & Bylaws. All parking passes will be issued only for the specific duration of the guest's reservation.
- 5) The RBO unit homeowner is responsible for managing the RBO unit's housekeeper or cleaning company's access.
- 6) No lock boxes of any kind can be affixed and/or located anywhere on the building premises.
- 7) Property manager has the right to determine & collect a fee for the above services.
- 8) The above rules and procedures mirror the current policies of most rental management companies in Breckenridge. The intent is to make a level playing field for all unit owners with a short-term rental interest.