

**LAKE TALLAVANA HOMEOWNERS' ASSOCIATION**  
**Rental Policy and Procedures for Property Owners**  
Effective date: February 9, 2021

The following policy and procedures are hereby attached to and made part of Section 100 (Policies, Rules & Regulations) of the Tallavana Homeowners' Association (THA). The THA is governed according to the community's Covenants, Conditions, and Restrictions (CC&Rs) as well as Florida Statute Chapter 720.

- **THA Governing Documents** - <https://www.laketallavana.com/p/Governing-Documents>
- **THA Section 100** - <https://www.laketallavana.com/file/document/159557886/UfCr5gjcllw3hTJd.pdf>
- **Florida Statute Chapter 720** - [http://www.leg.state.fl.us/Statutes/index.cfm?App\\_mode=Display\\_Statute&URL=0700-0799/0720/0720ContentsIndex.html&StatuteYear=2020&Title=%2D%3E2020%2D%3EChapter%20720](http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&URL=0700-0799/0720/0720ContentsIndex.html&StatuteYear=2020&Title=%2D%3E2020%2D%3EChapter%20720)

The THA, in order to protect the best interests of its owners, hereby declares and affirms the following:

1. Residential lots within the Tallavana Homeowners' Association (THA) Community are restricted to single family dwellings. As such, rental of a single-family dwelling within the Community for non-family congregate living and multi-family residency is prohibited.
2. Rental of single-family dwellings within the THA subjects both the Owner and the Tenant(s) to the laws and regulations found within the THA's Governing Documents (CC&Rs) and Florida Statute Chapter 720.
3. Owners shall provide the THA, no later than 10 days of signing a rental agreement, a copy of the signed rental agreement to THA's Community Association Manager (CAM) at Executive Management Services via mail, or may be sent electronically via email or fax.

Tallavana Homeowners Association, Inc.  
P.O. Box 13089  
Tallahassee, FL 32317  
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Email: [ems@mycamfirm.com](mailto:ems@mycamfirm.com)

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4. Owner will complete the Owner's Rental Property Form found on the Tallavana Homeowners' Association website member portal prior to Tenant move-in-date.  
<https://www.laketallavana.com/p/Rental-Property-Form-for-THA-Owner>  
This form will be requesting Lessee and/or Tenant contact information. This Form will include links for required Request Forms for vehicle decals, watercraft/boat decals, and gate access code.
5. Owners shall provide to the Lessee and/or Tenant, along with their rental agreement, a copy of Florida Statute Chapter 720, THA's Governing Documents (CC&Rs), and Section 100 "Policies, Rules & Regulations", no later than 10 days of signing a rental agreement. *LAKE TALLAVANA HOMEOWNERS' ASSOCIATION Rental Policy and Procedures for Property Owners* Effective date: February 9, 2021
6. THA Property Owner/Lessor is expected to ensure that the Lessee and/or Tenant understands and remains compliant with Florida Statute Chapter 720, THA's Governing Documents (CC&Rs), and Section 100 "Policies, Rule & Regulations" for the full term of their lease agreement.
7. THA Property Owner/Lessor is responsible for all rule violations by lessee and/or tenants, guests or invitees. Violations may be subject to fines in accordance with the Florida State Statute 720.
8. Lessee and/or Tenant is to be advised by the Owner that in the event the Owner is delinquent in the payment of property assessments, the THA has the authority pursuant to Florida Statute Chapter Section 720.3085(8) to demand that Lessee pay the rent directly to the THA. This will include any associated late fees and collection costs.
9. The property residents/Tenants are entitled to enjoy the Association's common areas including the lake and the community park including the boat ramps, docks, pavilion and play area for the duration of their lease. Vehicle and boat decals must always be visible. Decals will be provided by the THA upon receipt of the following Owner Intake Forms: Owner's Rental Property Form; Vehicle Decal Request Form; Watercraft/Boat Decal Request Form; and Front Gate Access Code Request Form prior to tenant occupancy Start Date and all decals must be surrendered to the Director of Safety and Security on or before the End Date of the signed and submitted lease agreement on record. Mason Drive Gate key must be surrendered to the Mason Drive Property Owner on or before by the End Date of the lease agreement.