



Management Company Instructions

As the representative for one of the owners within Mariners Village Homeowners Association, your management company shall be responsible for communicating with the Board of Directors on behalf of the Owner.

Mariners Village CC&R's outline the responsibilities of an Owner who wishes to rent/lease their property. Please be advised that the Board of Directors may require additional documentation from the management company to ensure the potential tenant understands the importance and necessity of complying with the CC&R's of the community.

Mariners Village has a website that can assist management companies:

www.marinersvillagehoa.com. You will find electronic versions of the CC&R's and other community information that may be useful.

Each resident **MUST** complete a resident information form. This allows the HOA to enter their information into the automatic gate system. Gate clickers are tied to this data. It is mandatory that this information be delivered to the HOA within 48 hours of lease signing.

1. Email the information to: **marinersvillage97439@yahoo.com**.
2. Mail the hard copy to: Mariners Village HOA, P.O. Box 2792, Florence, OR 97439

Compliance is mandatory as stated by the CC&R's.

Your cooperation is greatly appreciated.

Thank You,

Mariners Village Homeowners Association Board of Directors