

VIII. LEASING PROCEDURES

Amended to the rules on 1.30.07 by changing #5 & adding #6. and on 4.22.08 by changing #5 & adding #7

Section 2 of the Bylaws authorizes the Board to require all Owners to register certain information with the Association. In order to further ensure the health, safety, and welfare of all residents of Grant Park, the Board believes it is necessary to establish reasonable procedures for registering residents and maintaining records on an ongoing basis as residents move in and out of the buildings. It is also important that the Association establish controls with regard to residents who may have had a prior history of disruptive behavior in earlier residences, who have been convicted of crimes which involved threats to personal safety or to property. Accordingly, the following rules apply to Owners who lease their Units, and to their lessees.

1. Leases shall be for a minimum term of six (6) months (except that mortgage holders acquiring title to a Unit through foreclosure or deed in lieu of foreclosure shall be exempt, and the Board may waive the requirement for emergencies or extenuating circumstances).
2. The entire Unit (not individual rooms or spaces) must be leased, unless the Unit Owner contemporaneously occupies the Unit.
3. All leases shall be in writing, and a copy must be provided to the Management Office prior to move-in.
4. An addendum, in form approved by the Board, must be attached to all leases prior to their execution.
5. Each Owner must submit a Background Consent Form for each applicant to Management accompanied by the Background Check Payment Agreement (\$75 per applicant). Both forms are available at the Grant Park website. The Background Check screens the prospective lessee for a prior history of disruptive behavior, convictions for crimes involving a threat to personal safety or property, and the lessee's history with regard to meeting prior lease obligations. The application process shall be conducted in a nondiscriminatory manner and in accordance with all applicable laws. No personal data may be sought with respect to any prospective lessee with regard to race, gender, religious preference, sexual preference, marital status or any other factor which identifies the prospective lessee as being within a protected class under the Fair Housing Amendments Act of 1988 or the Minnesota Human Rights Act. Further, no procedure may require that the prospective lessee submit to a personal interview with the Association or provide a picture or other physical identification. Only after the Background Check is completed and approved will the lessee be permitted to move-in.
6. Each owner, prior to submitting any leasing paperwork for a prospective renter, must obtain and provide a copy to Management of a Rental Dwelling License from the City.

7. Anyone who owns more than one residence at Grant Park may not lease more than one residence. An owner, for the purpose of this rule, shall include any entity controlled by or related to said owner.