

SOUTH FORBES TOKYO MANSIONS HOMEOWNERS ASSOCIATION, INC.
South Forbes Golf City, Brgy. Inchican, Silang, Cavite 4118

BOARD RESOLUTION No. 2023-004
Revised Rules On Move-in of Lessees/Tenants

WHEREAS, To protect effectively the interest of the association and its registered lot owners /homeowners, the South Forbes Tokyo Mansions Homeowners Association, Inc. (the "Association") put into effect the revised rules on move-in of Lessees/ Tenants.

MOVE-IN REQUIREMENTS

1. COPY OF NOTARIZED LEASE CONTRACT CONTAINING THE FOLLOWING REQUIRED PROVISIONS:

a. Names of all Lessees, the Lessees' designated occupants, and the Lessees' family members who will reside in the house to be leased out. In case the Lessee is a company, a list of the company's designated occupants. All names shall be attached and incorporated to the contract of lease.

b. A provision stating that the leased premises must be used only for residential purposes, as follows:

"The leased premises shall be used exclusively by the LESSEE for single family residential purpose only. If at any time the leased premises are used for commercial use or as an extension of their business (dormitory, cafeteria, tutorial school, home-stay, and other home-based commercial activities), the LESSOR shall have the right to rescind this contract in addition to its other legal remedies."

c. A provision stating that the Lessee must comply with the Village Rules, as follows:

"The LESSEE further agrees to comply with all laws, regulations, issuances, and ordinances relevant to the Homeowners Association, and the Village Rules and Regulations, including all amendments thereto duly approved by Southforbes Tokyo Mansions Homeowners Association Inc. SFTMHOA"

2. LEASE CONTRACT MUST REFLECT THE FOLLOWING NAMES:

- a. If Individual Account – The Registered Lessee in the contract must be the unit occupant
- b. If Company Account – Contract must reflect the Company Name and Representative's Name supported by a Secretary's Certificate

3. RESIDENT INFORMATION SHEET

4. PHOTOCOPY OF PASSPORT/VALID ID OF REGISTERED TENANT AND OCCUPANTS

5. ORIENTATION

Per Board Resolution 2023-003, requiring all LESSEES renting or leasing a house in the Village to attend and undergo a Deed of Restriction (DOR), village rules and regulation, and security committee Briefing/Orientation before the issuance of move-in permit(s). Domestic helpers are required to undergo the Village orientation on security measures and garbage policies.