

**WINFIELD CONDOMINIUM
ASSOCIATION, INC.**

NOTICE AND OFFER TO LEASE

To: Executive Board, Winfield Condominium Association, Inc.

c/o Propertyworx, LLC
P.O. BOX 12, Oakville, CT 06779

Email to: michelle@propertyworx.com

Fax to: 860-274-5572

Pursuant to By-Laws of Winfield Condominium Association, Inc., as amended.

Re: 13 Holt Street, Unit Number: _____

Unit Owner(s): (1) _____

(2) _____

Address: _____

Telephone _____ email _____

1. The Unit Owner has received a bonafide offer for a lease of the Unit that the Unit Owner intends to accept from the following Tenant(s):

Tenant(s): (1) _____

address _____

city/state _____

Telephone _____ email _____

Tenant(s): (2) _____

address _____

city/state _____

Telephone _____ email _____

Term of Lease: From _____, 20____ to _____, 20____.

[Must be at least six (6) months. Exceptions to the terms of the lease may be granted in writing by the Executive Board of Winfield Condominiums Association, Inc.]

2. The Unit Owner and Tenant(s) represent that the lease is consistent with the Declaration, By-Laws and Rules and Regulations and expressly provide:

- (a) that it may not be renewed, modified, amended, extended, assigned and/or that the Tenant(s) shall not sublet the Unit without the prior written consent of Winfield Condominium Association. Inc.;
 - (b) That the Tenant(s) shall abide by the Declaration, By-Laws and Rules and Regulations, as the same may be amended from time to time;
 - (c) That the Unit Owner may terminate the lease and/or bring summary proceedings to evict the Tenant(s), if the Tenant(s) fails to abide by the Declaration, By-Laws or Rules and Regulations. Other terms and conditions, consistent with the By-Laws, may be stated in the lease;
 - (d) The lease must also provide that Winfield may terminate the lease, or bring summary proceedings in the name of the Unit Owner if the Tenant(s) fails to abide by the Declaration, By-Laws or Rules and Regulations of Winfield Condominium Association, Inc. This includes the failure to pay fines levied against the Unit Owner, because of actions/deeds by Tenant(s), under the By-Laws and Rules and Regulations;
 - (e) The lease shall also contain the following provisions: "In the event that the Unit Owner shall fail to pay common charges for a period of sixty (60) days, thereafter, upon written notice to the Unit Owner and Tenant(s), the Tenant(s) will pay to Winfield Condominium Association, Inc. the portion of the monthly rental equal to the monthly common charges which should be paid by the Unit Owner. The Tenant(s) will pay the common charge, and any arrears, to the Association upon demand, monthly or on such other terms as the lease may provide for the payment of rents"; and reasonable legal fees incurred by the Association in enforcing the leasing provision will be recovered from the Unit Owner.
3. The Tenants Certificate of Occupancy is enclosed herewith and the statements included constitute representations which are a material part of this Notice and Offer to Lease. This Notice and Offer will not be deemed to have been received by Winfield Condominium Association, Inc. until the Tenants Certificate of Occupancy has been furnished to the Executive Board of Winfield Condominium Association, Inc.
 4. A signed copy of the lease between the Tenant(s) and Unit Owner must be submitted to the Executive Board prior to the Tenant(s) taking occupying the unit.
 5. The Tenant(s) will not occupy the unit until the provisions stated herein have been complied with.

Dated _____ 20____, and signed below.

Unit Owner (1) _____

Tenant(s) (1) _____

Tenant(s) (2) _____

WINFIELD CONDOMINIUM ASSOCIATION, INC.

TENANTS CERTIFICATE OF OCCUPANCY

To: Executive Board, Winfield Condominium Association, Inc.

c/o Propertyworx, LLC
P.O. BOX 12, Oakville, CT 06779

Email to: michelle@propertyworx.com

Fax to: 860-274-5572

The undersigned, (1). _____

(2). _____

proposed Tenant(s) of 13 Holt Street, Unit _____, Terryville, CT

at Winfield Condominium Association, Inc. do state

A. The Tenant(s) will occupy the unit as a:

(_____) primary residence (_____) secondary residence

B. The only other occupant(s) will be the following:

NAME	ADDRESS	RELATIONSHIP TO TENANT(S)
_____	_____	_____
_____	_____	_____
_____	_____	_____

C. The Tenant(s) will notify the Manager of Winfield Condominium Association, Inc. (Elite Property Management, 10 Melrose Drive, Suite 9, Farmington, CT 06032) in writing of any change in occupancy.

D. Tenant(s) has received a copy of the Rules and Regulations of Winfield Condominium Association, Inc. from the Unit Owner.

E. By the signature(s) below, the Tenant(s) declare(s) that the Rules and Regulations of Winfield Condominium Association, Inc. have been received, read and will be complied with and observed.

Tenant(s) signature (1) _____

print _____

Vehicle make _____ Model _____ Year _____

Co-Tenant signature(2) _____

print _____

Vehicle make _____ Model _____ Year _____