



ANATOLIA UNITS 1, 2, & 4 MASTER ASSOCIATION

HOMEOWNER/TENANT RELEASE FORM FOR **TENANT**

1. Owner is responsible for all Tenant’s actions and for any fines that might be levied for violations.
2. Owner is responsible to inform the Clubhouse of any changes to Tenant’s contact information or changes in occupancy.
3. It is required that the Owner provide all Tenants with copies of the CC&Rs, Rules and Regulations and Policies of the Community. Tenants can view these documents on the HOA website at [www.anatoliahoa.org/hoa-documents](http://www.anatoliahoa.org/hoa-documents)
4. Owner must inform the Tenant of the guidelines for obtaining a Clubhouse membership. Tenant can view this process and download the required forms on the HOA website at [www.anatoliahoa.org/clubhouse-information](http://www.anatoliahoa.org/clubhouse-information)

**REQUIRED DOCUMENTS/ACTIONS**

1. Scheduled Orientation completed by at least one Tenant with a signed acknowledgement after completion.
2. One signed Homeowner/Tenant Release Form by the Owner and one signed Homeowner/Tenant Release Form by the Tenant.
3. Photo Identification
4. Membership Application and Information Sheet
5. Receipt for Membership Cards
6. Copy of the current Lease Agreement

Owners are the only individuals with the authority to assign their Clubhouse membership rights to a Tenant which will allow the Tenant to obtain a membership card. Property Management Companies are not allowed to authorize on the Owner’s behalf. The Owner must complete and sign the Homeowner Release Form for the Tenant to obtain a membership card and for the membership paperwork to be complete.

**CLUBHOUSE RIGHTS**

I hereby certify the Owner has informed me of the rules and regulations of the Anatolia Community. I understand the use of this property is subject to compliance with the rules and regulations of the Anatolia Homeowners Association and the Clubhouse.

**All Tenants listed on the lease agreement must sign this form.**

<b>LEASED PROPERTY ADDRESS:</b>	
Tenant #1 Signature:	Date:
Email:	Phone Number:
Tenant #2 Signature:	Date:
Email:	Phone Number:
Tenant #3 Signature:	Date:
Email:	Phone Number:

**Membership paperwork can be submitted in person to the Clubhouse  
or via email to [manager@anatoliahoa.org](mailto:manager@anatoliahoa.org)  
(916) 294-0026 | [www.anatoliahoa.org](http://www.anatoliahoa.org)**