

Pioneer Hills Owners Association

www.pioneerhillsowners.com

2024 New Resident Checklist – New Lease

This checklist must be used for all transactions for this lease. Prior to move-in all fees must be paid and all forms must be filled out and completed in accordance with Pioneer Hills Owners Associations' governing documents.

This checklist applies to Address: _____

All Fees apply:

Administrative Fee - \$300.00 (is required with packet)

All Forms to be completed/returned:

- Checklist Completed
Date _____
 - Signed Copy of Lease Agreement
Received Signed Copy _____
 - New Resident Information Sheet
Tenants _____
 - New Resident Vehicle Registration Form
Tenants _____
 - Association Documents Acknowledgement Form
Owners _____ Tenants _____
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PIONEER HILLS OWNERS ASSOCIATION, INC.
2024 Association Documents Acknowledgement

It is important that all residents in the Pioneer Hills community know the rules of the community, and the Owners of rental units are responsible for making sure that their Tenants are aware of and adhere to the community's governing documents. For the convenience of the Owners and Tenants, all the governing documents, including the Rules and Regulations, Declarations and Bylaws, are available on the community website at www.pioneerhillowners.com. This form is meant to be an acknowledgement of the existence and applicability of the governing documents; however, this acknowledgement is not a substitute for providing and reviewing all of the governing documents applicable to the community by all Owners and Tenants.

- Upon each new lease of a unit, an administrative fee of \$300.00 is required to be paid to the management company prior to management processing the required paperwork
- All leases are subject to, and Tenants agree to abide by, the governing documents including the Declaration which is incorporated herein by reference, and all Rules and Regulations established pursuant to such Declaration, and the Association's Bylaws
- By signing below, Tenants agree to abide by all parking rules, as adopted and amended by the Association
- By signing below, Owners acknowledge that their Tenant(s) have the right to use amenities within the community, but that the Owners relinquish their rights to use community amenities during the term of the lease.
- Owners are and shall remain responsible for all charges, fees, fines and penalties assessed against their Tenants during the lease term.
- No subletting by Tenants is permitted

Owner: _____ Date: _____
Owner: _____ Date: _____
Tenant: _____ Date: _____
Tenant: _____ Date: _____

Please Return Packet Complete to: Email: Heidi@teleos-services.com or
Mail: 6833 S Dayton St., Ste 163, Greenwood Village, CO 80112.

Pioneer Hills Owners Association

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2024 Information Sheet for New Residents

Please complete this form entirely

TODAY'S DATE: _____

LEASE FROM/TO: _____

OCCUPANTS:

NAME 1: _____ Email: _____

Address: _____ Contact Number: _____

Employer/Occupation: _____ Vehicles/Plates: _____

NAME 2: _____ Email: _____

Address: _____ Contact Number: _____

Employer/Occupation: _____ Vehicles/Plates: _____

OTHER PERSONS THAT WILL LIVE IN THE HOME: _____

EMERGENCY CONTACTS:

Name : _____ Email: _____

Address: _____

Relation: _____ Contact Number: _____

HOMEOWNERS CONTACT:

Name : _____ Email: _____

Mailing
Address: _____

Relation: _____ Contact Number: _____



**PIONEER HILLS HOMEOWNERS ASSOCIATION, INC.
2024 HOMEOWNER VEHICLE REGISTRATION**

In accordance with the Parking Rules and Regulations adopted by the Pioneer Hills Owners Association Board of Directors on July 17, 2017, the Board is requiring all Pioneer Hills homeowners in Neighborhoods III and IV to register **ALL** their vehicles with the HOA yearly.

Owner(s) who are leasing their Unit **ARE REQUIRED** to have their tenant(s) complete this form and forward to the Community Manager. All tenants are also required to register their vehicles during the annual registration. May 01- June 01, 2024.

Owners are required to contact the Manager and complete a new Homeowner Vehicle Registration form (on the website) if there are any changes in vehicles within the household. Residents who fail to register their vehicles by June 01, 2024, will be fined \$50.00 and will not be permitted access to Community Pool until all vehicles are properly registered.

Name: _____

Address: _____

VEHICLES:

Year _____ Make/Model _____ Color _____
License Plate _____ (Guest Pass # _____)

Year _____ Make/Model _____ Color _____
License Plate _____ (Guest Pass # _____)

Year _____ Make/Model _____ Color _____
License Plate _____ (Guest Pass # _____)

Year _____ Make/Model _____ Color _____
License Plate _____ (Guest Pass # _____)

I am a Homeowner _____ I am NOT a Homeowner _____

Print Name

Signature

Date

Email to: Heidi@teleos-services.com or Mail to: Pioneer Hill HOA, C/O Teleos Management Group, 6833 S. Dayton St. #163, Greenwood Village, CO 80112