

POCONO FARMS EAST ASSOCIATION, INC.
SHORT-TERM TENANT REGISTRATION FORM

This Tenant Registration Form MUST be completed and submitted to the PFEA Office by mail, in person or by email (pfarmseast@yahoo.com) no less than fourteen (14) days in advance of the rental. Property owners will be responsible for all actions of renters/tenants, and any damages caused by the renters/tenants to any Association owned property. By affixing his/her signature to this form the renters/tenants agree to abide by all rules, regulations, bylaws and the rental policy of the Association. Additionally, all Short-Term Rentals MUST be registered with the Township and the Property Owner must provide a copy of their Coolbaugh Township Short-Term Rental Permit to PFEA.

(ALL INFORMATION WILL BE USED FOR EMERGENCY PURPOSES ONLY AND TO EXPEDITE COMMUNICATION)
PLEASE PRINT ALL INFORMATION

PROPERTY ADDRESS TO BE RENTED: _____

PROPERTY OWNER(S): _____

OWNER'S TELEPHONE NUMBER: _____

For your reference, below is the applicable statute in the Pocono Farms East Rules and Regulations:

Article 6- Guests and Tenants

6.1 **Homeowners** are fully responsible, financially and otherwise, for the conduct of, and any damage caused by, their tenants, guests and contractors. **Homeowners** are required to give their tenants a copy of these RULES AND REGULATIONS upon renting and ensure that they are enforced. **Homeowners** are responsible for any **fin**es incurred by their tenant or guests. All **Homeowners** must complete a rental policy form.

6.2 Tenant Policy – (Effective 1/1/2024) **Homeowners** or designee must register with P.F.E. **Association** on the appropriate rental policy form and must provide to the **Association** a copy of their Coolbaugh Township Registration Form. This pertains to both long-term and short-term rentals. A Two Hundred (\$200) dollar registration fee will apply to ALL LONG-TERM RENTALS. **Long-term rentals are considered anything over thirty (30) days.** All Long-term rentals must be renewed with the Association at the end of each lease term. **1/1/2024).**

6.3 The failure of any **Homeowner** to complete the rental policy form shall subject the **Homeowner** to a **fine in the amount of One Hundred (\$100) Dollars per incident. 1/1/2024).**

6.4 Tenants and guests are responsible for their actions and may be subject to legal action.

6.5 Short-Term Rentals and Air BNBs are considered one in the same, subject to a one-time yearly fee of Four Hundred Dollars (\$400.00). Short-term rental owners must register with the P.F.E. **Association** and Coolbaugh Township. Violators will be reported to the Coolbaugh Township Coding Compliance Officer. **(1/1/2024).**

Failure to register your tenant is subject to a fine of \$50.00 per month until the rental form is provided to PFEA and any additional fees or disciplinary action by Coolbaugh Township. If PFEA acquires information that any property is being rented and occupants are not registered an additional fine of \$100.00 will be levied to the property owner's account every 30 days until the violation is corrected.

SIGNATURE OF PROPERTY OWNER: _____ DATE: _____