

"COMMON AREA ACCESS FORM"

Mountain Ranch Property Owners Association

The following are the "Rules and Regulations" governing the use of the common areas within the MRPOA property for planned work including, but not limited to: greenways and park/meadow to be submitted by homeowners to include information re: their hired workers or contractors.

1. Before any work is performed or access is granted to the MRPOA property, Homeowners are required to **request prior approval** from the MRPOA Board ("Board") by submitting this **"Common Area Access Form"** when seeking approval to access or use MRPOA property.
2. Any access to a Homeowner's private property through the MRPOA common areas by vehicles or equipment requires prior notification and approval from the Board.
3. A full description of the work is required, including timeline, the type of equipment to be used, and methods of protecting the common areas.
4. A pre-work audit, including photos, is required by the Homeowner and Board. Audit would identify water lines, sprinklers or any other potential hazards impacted by the proposed work.
5. The Homeowner is expected to receive a confirmation of receipt of request by the Board within two business days. The Board will review submitted requests within 30 calendar days and if approved, the Homeowner will receive signed approval within such time frame. It is recommended that Homeowners submit requests to the Board with ample time for the review process.
6. The condition of the area prior to the work being done as well as upon completion will be verified by the Board and, in the case of any damages, it is agreed that the Homeowner, at Homeowners own expense, will return the MRPOA Property to its pre-work condition that meets the satisfaction of the Board within an agreed upon time.

MRPOA COMMON AREA ACCESS REQUEST

Submitted: _____

Name of Homeowner: _____

Address of Homeowner: _____

Location of Work to be done: _____

Date of work to begin: _____

Date of work to be completed: _____

Scope of work to be done:

Approved: _____ Request for more info: _____ Denial: _____

Signature of MRPOA Board

President &/or Landscape Supervisor: _____

Homeowner Signature: _____