

PDO RENTER RULES for Property Managers

The PDO HOA has been working to improve the process in which homes and casitas are rented within PDO. This email will

PDO has approved a RESORT FEE that will be charged to Property Managers that rent homes or casitas in PDO.

The property managers will be responsible for being reimbursed by the renter for the Resort fee.

From 1-21 days the fee is a modest \$30 per rental home and covers up to 6 occupants.

This fee will include the resort fee, and 6 yellow RESORT bands and 2 pink car tags

3-6 weeks will be \$60 per rental home. (or if there are more than 6 occupants for any time period).

This fee will include the Resort fee and 8 yellow RESORT bands and 3 pink car tags.

Renters are to wear at all times while in PDO a yellow RESORT wristband with the property owners name and check out date written on the band.

This is not JUST a pool band. This is a **RESORT band** and Renters will wear their wristband to the pool area, while driving their ORV's or walking about the campo.

Property managers are encouraged to purchase a Resort Rental package in advance. (\$30 package or \$60 package).

These can be purchased from Omar Medina Cordero at 6861189737 or pdohoapm@gmail.com

Purchases may be made in USD or Pesos

Property Managers can purchase up to 10 packages per month at one time in advance. If there are more than 10 rentals in that month, more packages in amounts up to 10 at a time may be purchased.

Unused packages may be used in the next month.

The HOA treasurer will send an invoice to the property manager for resort fee purchases.

Property managers will send a monthly rental accounting report to Cathy Tiwald at unitedpropertyownersofpdo@gmail.com.

The rental accounting report is to be sent at the first of the month and account for the previous month's rentals

The rental accounting should show the names of all renters, the dates of check in and check out, the property rented (block and lot and owners name)

This record will be compared to the Renter's log at the guard house.

This record will be compared to the Resort fee purchase records to account for all Resort fee purchases.

Check In procedure:

Property managers are to notify the PDO property manager: Omar at 686-118-9737 of pending rentals. This can be done directly by calling Omar or emailing the property manager at pdohoapm@gmail.com.

PDO RENTER RULES for Property Managers

This notification is requested 24 hours in advance if possible. We realize there are last minute rentals and please notify the guards asap.

Property managers are to meet the renter at the gate and escort the renter to the property upon arrival.

Property Managers will provide the renter with a PINK Renter Car tag and have it filled out. PM on the tag is PROPERTY MANAGER and thus YOUR name.

Property managers are to date the Resort wristbands with the check out date and the property owner's name.

Property managers are to provide all renters with a list of the Renters rules.

Renters will sign the Renters log at the Guard house stating they received the Renters rules.

Thank you

Cathy Tiwald HOA secretary