



WATERGATE COMMUNITY ASSOCIATION

WCA REGISTRATION AUTHORIZATION FORM

Unit Owner: _____ Unit Address: _____ Unit # _____

Property Manager (if applicable): _____

Signature of Owner or Property Manager: _____ Date: _____

Telephone: _____ Fax or Email: _____

Please complete the appropriate section below and return to the WCA Office for processing:

NEW RESIDENT Additional Tenant Resident Residing with Owner Non-owner Spouse or Family Member

Registration is a requirement of the community. There is a one-time \$225 non-refundable processing fee for all new, transferring, or returning residents payable at the time of registration. There is an additional charge of \$35 per WCA ID card issued, \$25 of which will be refunded if and when the ID card is returned.

Tenant Name(s): _____ Effective Date: _____

WCA is authorized to register the above-named person(s) as a resident of the above noted unit. Unit Owners are responsible for any damage to or defacing of property which they, their guests or tenants or tenant's guests have caused. Owners are responsible for informing their guests and tenants of all rules.

RENEWING RESIDENT Current Tenant Resident Residing with Owner Non-owner Spouse or Family Member

Registration is a requirement of the community and, in the case of a non-owner, must be renewed annually or upon expiration of a Watergate ID card. There is a \$10.00 ID card renewal fee with the return of the expired card - \$35.00 (\$25 refundable) without a returned card.

Tenant Name(s): _____ Effective Date: _____

All ID cards will be valid for up to one year unless an earlier expiration date is indicated here: _____

WCA is authorized to renew the registration of the above-named person(s) subject to all terms and provisions of any original Lease, Lease Addendum, or Registration Authorization previously provided and mutually binding Lesser and Lessee. Unit Owners are responsible for any damage to or defacing of property which they, their guests or tenants or tenant's guests have caused. Owners are responsible for informing their guests and tenants of all rules.

TEMPORARY RESIDENT Temporary Resident Residing with Occupant – *Issued on a one-time basis, up to 90 days only*

There is a \$20.00 fee for a temporary ID card, which cannot be transferred, renewed, pro-rated or extended.

Signature of the unit owner or property manager above certifies that the temporary resident named below is a visiting guest of the unit resident, and that the unit is not being used or advertised for commercial, hotel, or transient purposes.

Name of Guest(s): _____ Effective Date: _____ to _____

A temporary resident is a person, regardless of age, who visits a unit owner or tenant exceeding 14 consecutive days but not more than 90 consecutive days. Anyone visiting in excess of 90 consecutive days will be considered a tenant and subject to all provisions of processing tenants. Temporary residents must have a temporary resident ID card to use the recreational facilities. WCA is authorized to register the above-named person(s) as a visiting guest of the above noted unit. Unit Owners are responsible for any damage to or defacing of property which they, their guests or tenants or tenant's guests have caused. Owners are responsible for informing their guests and tenants of all rules.