



Mount Baker Rim

Community Club

P.O. Box 5074 - Glacier, WA 98244-5074 - 360-599-2946

P.O. Box 5074 Glacier, Washington 98244-5074
Phone (360) 599-3313

Dear New MBR Member:

Welcome to Mt. Baker Rim Community Club! This letter is to inform you about our Renter (Tenant) Registration Form.

Whenever you let guests or tenants stay at your cabin, you need to fill out the Guest or Renter (Tenant) Registration Form online via your member portal account before the people arrive. Please indicate on the form whether the visitors are friends/guests (non-paying) or renters (paying). This is necessary because MBR is a gated community and your friends/guests or renters must use a gate card in order to access the front gate. If you are renting your MBR home, failure to fill out the form will result in a **\$150 fine**. You access the registration form online via your portal account at portal.mtbakerrim.com. If you need help accessing your member portal account, email office@mtbakerrim.com.

Also, if you're renting your cabin, you need to let the MBR office know so we can change your gate cards to "renter" which means no access to the clubhouse. Renters are never allowed to use the clubhouse and other facilities.

Our Bylaws do not allow rentals until after the first year of possession. The section of our Bylaws which deals with rentals and guests staying in a member's home is Article XIV. General Regulations Section 9. The record owner of the home must own the residence in MBR for one year before renting it out on a long-term or short term basis. You will incur **the maximum allowable fine** for renting before the one year restriction is up. Long-term is defined as any period over 90 (ninety) days. This would also include having a non-paying guest stay in a member's home without the member's presence for longer than three months.

Your guests/tenants also need to be aware of the rules and regulations at MBR as the member is ultimately responsible for any violations incurred. We have definite rules about dogs, parking on MBR property and the road, noise restrictions, etc. MBRCC owns the road right-of-way which includes the asphalt and grass shoulders. Parking on the road shoulder is not encouraged as this impairs the caretaker's ability to maintain the shoulder during the snow plowing and lawn mowing seasons.

Please review MBR Bylaws, Covenants (Protective Restrictions), Rules and Regulations, Violations and Fines Schedule, and Minimum Property Standards documents in your new member packet. You can also access most of these documents at the MBR Web site, www.mtbakerrim.com/documents.

Sincerely,

Mt. Baker Rim Board of Directors



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P.O. Box 5074 Glacier, Washington 98244-5074
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Attention MBR Property Manager or Member:

You are receiving this letter because you are a Property Manager representing rental homes or a home owner who rents their home within Mt. Baker Rim Community Club. If you allow pets in your rental property, we would like to remind you to please include in your rental materials the following information about taking care of dogs in the MBR Community.

All dogs must be on-leash anywhere in Mt. Baker Rim. The one exception to the leash law is on the property of the rental home. However, keep in mind that renters are unlikely to know the exact property boundaries of the home they are renting and voice command off property is **not** allowed.

Additionally, **all dogs must be cleaned up after**. And all sealed, bagged poop must be thrown in the trash.

Finally, dogs are not permitted to display aggressive behavior or bark relentlessly (on or off leash) while in Mt. Baker Rim. A dog fight that results in injury or medical bills will be addressed by the MBR Board.

Ultimately, it is the responsibility of the property owner to ensure renters are obeying all rules and regulations in Mt. Baker Rim. Fines for violations related to dogs start at \$100 and go up to \$725 or the current year's dues. Should the dog-owning renter not pay the fine, it will be added to the member account.

Thank you for assisting Mt. Baker Rim in upholding the community rules regarding dogs and making our community a desirable location for both owners and renters.

Respectfully yours,

MBR Board of Directors



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Rental Property Checklist

(approved 1/15/2010; updated 7/1/2021)

Before you rent your home in MBR, please read this carefully.

MBR covenants, bylaws, and rules and regulations apply to owners and their renters. Owners are responsible for their renters' and property manager's actions.

Checklist for Rental Properties

What we need in the MBR office:

- **Renter (Tenant) Registration Form** filled out in full (available in your member portal account at portal.mtbakerrim.com) prior to the start date of the visit.
- **Gate card number(s)** to be used by renters; renter access only cards.
- **Authorization form for property manager** to conduct rental activity for MBR member, if applicable.

Renter Registration Form Stipulations:

- Renter (Tenant) Registration Form must be submitted via your or your property manager's portal account prior to the occupancy date of the home. If you have technical issues with your portal account, inform office@mtbakerrim.com promptly and prior to the start of the visit.
- Failure to submit a Renter Registration Form by the occupancy date will result in a \$150 fine for the first offence. Refer to the Fine Schedule for up-to-date amounts and fines for repeat violations.
- Failure to submit a **completed** Renter Registration Form by the occupancy date could result in subsequent fines.

MBR Facilities:

- Renters may not use MBR facilities such as the clubhouse, pool, or tennis courts.
- Owners will be fined for renter use of MBR facilities.

Property Managers:

- MBR owner must give the office written authorization if a property manager acts as the rental agent. Property Management Authorization form is available at www.mtbakerrim.com/documents
- All MBR responsibilities remain with the owner.
- The MBR office shall not be involved in facilitating the rental contract between owner/property manager and the renter.
- The MBR owner or property manager, acting as the owner's agent, must instruct the renter/tenant of all MBR responsibilities (covenants, regulations, and bylaws).



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RENTER (TENANT) REGISTRATION FORM

(Approved 2/6/2013. Updated 7/1/2021)

The renter form is now submitted via your member portal account at portal.mtbakerrim.com by the owner or property manager **prior** to the earliest date of occupancy by renters (tenants). Failure to submit the completed form prior to the occupancy by renters may result in fines levied against the MBR member's account. The form must be **completely** filled out for renters (tenants) when the owner is not present during the 'rental occasion'.

THERE IS A \$25 FILING FEE for Each Rental Occasion. MBRCC members will be billed monthly for this fee. Family and non-paying guests do not require the \$25 fee.

This is to notify the MBRCC Board that the following renter/tenant(s) have permission to use our MBRCC property, and will adhere to the community rules and regulations.

RENTER (TENANT) INFORMATION

Name of Renter(s) _____

Street Address _____

City _____ State/Province _____

Telephone No. _____

RENTER (TENANT) VEHICLE INFORMATION:

Vehicle #1 Description _____ License No. _____

Vehicle #2 Description _____ License No. _____

Vehicle #3 Description _____ License No. _____

RENTER (TENANT) DURATION OF STAY:

Arrival Date _____ Departure Date _____

MBRCC OWNER INFORMATION:

Owner's Name _____ Gate Card No. (#1) _____

MBRCC Lot No. _____ Gate Card No. (#2) _____

I/we, members of MBRCC, understand that it is our responsibility to inform our renters (tenants) of the rules & regulations of Mt. Baker Rim currently in force. **Policy for Renters (Tenants):** I/we understand that: **Renters (Tenants) may not use club facilities such as the swimming pool, clubhouse, wifi access, tennis courts, and pickle ball court.**

SIGNED: MBR Member Owner/Property Manager _____ Date _____

MT. BAKER RIM COMMUNITY CLUB

P. O. Box 5074, Glacier, WA 98244
Phone: 360-599-2946 portal.mtbakerrim.com

NON-FAMILY GUEST REGISTRATION FORM

**THIS FORM IS NOT TO BE USED FOR PAYING TENANTS/RENTERS
AND HAS NO CHARGE ASSOCIATED WITH ITS USE**

(Revised 1/18/2013)

This form is now submitted via your member portal account at portal.mtbakerrim.com **prior** to the earliest date of occupancy by non-family guests. The form must be **completely** filled out for guests (non-family occupants) when the owner is not present during the guests stay. There is no charge for non-family guest use of MBR cabins.

This is to notify MBRCC that the following non-family person(s) have permission to use our MBRCC property, and will adhere to the community rules and regulations. Family use does not require filing this form.

NON-FAMILY GUEST INFORMATION

Name of Guest(s) _____

Street Address _____
City _____ State/Province _____
Telephone No. _____

NON-FAMILY GUEST VEHICLE INFORMATION:

Vehicle #1 Description	_____	License No.	_____
Vehicle #2 Description	_____	License No.	_____
Vehicle #3 Description	_____	License No.	_____
Vehicle #4 Description	_____	License No.	_____

NON-FAMILY GUEST DURATION OF STAY:

Arrival Date _____ Departure Date _____

MBRCC OWNER INFORMATION

Owner's Name _____ Gate Card No. (#1) _____
MBRCC Lot No. _____ Gate Card No. (#2) _____

I/we, members of MBRCC, understand that it is our responsibility to inform our non-family guests of the rules & regulations of Mt. Baker Rim currently in force.

Policy for Non-Family Guests: I/we understand that: We are completely responsible for the actions of our non-family guests, as defined in MBRCC governing documents, while they are using our MBRCC property *or the MBRCC facilities.*

SIGNED: MBRCC Member Owner _____ Date _____



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PROPERTY MANAGEMENT AUTHORIZATION FORM

This form is to be submitted to Mt. Baker Rim Community Club if your property is rented through a third-party property management business or individual. (Approved 9/19/14)

Member Name _____ Lot # _____

Preferred Means of Communication _____

Property Manager Name _____

Property Manager Phone Number _____

Property Manager E-mail _____

I authorize the Property Manager listed above to manage the rental of the cabin listed above. This may include some or all of the following:

- Managing rental gate cards, reporting lost gate cards, and ordering new gate cards from the MBR office if necessary.
- Submitting a current Renter (Tenant) Registration Form via portal.mtbakerrim.com to the MBR Office **before** a tenant arrives.
- Communication with the MBR Office about gate cards, codes, and local phone number changes.
- Receiving, and potentially paying, hard-copy or e-mail copies of monthly statements from MBR.

I understand that I will be notified of any problems or changes regarding my rental property and/or rental gate cards. I also understand that I am ultimately responsible for any rules and regulations that are broken by the Property Manager and/or any tenants.

I also agree to contact the MBR office if and when there is a change in my current designated Property Management firm.

Member Signature

Date