

**Council of Unit Owners of Mutual 19-B -  
Condominium of Rossmoor, Inc.**

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3701 Rossmoor Blvd., Silver Spring, MD 20906

301-598-1000

November 14, 2016

**Rental Requirements**

For unit owners who intend to rent their units this procedure must be followed:

1. A letter of intent to rent your condo unit must be mailed to:

Board of Directors of Mutual 19B  
c/o Ms. Roberta E. Carter  
3701 Rossmoor Blvd.  
Silver Spring, Maryland 20906

2. A copy of the "Montgomery County License to Rent Property" must be sent to the Board prior to any lease agreement being signed. (This is a law in Montgomery County).
3. The condo fee must be paid by the unit owner on the first of each month. If payment is late a \$15.00 penalty fee is imposed.
4. The By-laws and Mutual rules must be agreed to by the renter as part of the signed lease agreement.
5. A copy of the entire lease agreement must be furnished to the 19B Mutual Board prior to the renter's moving in.
6. A certificate of insurance should be obtained, but is not required, and sent to the Mutual Board.