Spring Valley Lake Association
13325 Spring Valley Parkway
7001 SVL Box
Spring Valley Lake, CA 92395-5107

Application Associate Membership for Tenants

Membership Period from November 1, 2026, through October 31, 2027

An Associate Membership purchased by a tenant allows them to use the parks, beach, fishing areas, one-day guest passes, register a boat (see section 5.2.9), rent a slip, rent an equestrian stall, rent the facilities, and participate in Association recreational activities. Separate fees are required for the use of some of these amenities.

Tenants have the option to choose whether or not to become Associate Members with the approval of their landlord. Property owners' memberships and payment of annual assessment dues are mandatory; however, are not transferrable to tenants.

Section 2.6 of the Spring Valley Lake Association's Rules and Regulations states, "Owners may allow anyone to use the passes except tenants renting or leasing homes in Spring Valley Lake. Owners who allow tenants to use their guest passes are in violation of these rules and may be cited."

Section 2.2.5.6 of the Spring Valley Lake Association's Rules and Regulations states, "Bona fide guests include those persons visiting a member at their Spring Valley Lake place of residence. Tenants and/or lessees are not considered bona fide guests."

Before applying for membership the Tenant must read, initial, and agree to all the following policies:

_____1. Association Membership does not transfer over to tenants. Property owners cannot submit requests for their tenants to obtain Associate Membership cards, without first going through the membership process. **Section 2.2.5.6** of the Rules & Regulations states, "Tenants-A person or persons actually living in a Spring Valley Lake house or condominium under lease from a member." Please refer to the SVL Rules and Regulations section 2.2.5 through 2.6 for more information.

_____2. The property owner retains their own membership privileges. The property owner must also be in "Good Standing" with the Association in order for his or her tenant to apply for Associate Membership. All compliance and/or citation letters regarding the SVLA CC&Rs, Bylaws, Architectural Policy, and Rules and Regulations will be sent to the property owner.

_____3. You must list all persons living at the residence 9 years and older (application on page 4). This will then be verified with the owner of the property and the lease agreement.

_____4. If it is the **first time** a tenant signs up for tenant membership, the fees are prorated. The proration is determined upon completion of the membership process (the date the Association

receives approval from the owner). Upon approval the tenant has 60 days to accept membership and pay the required amount, if not; the tenant will have to go through the membership process again, where a letter is re-sent to the owner(s).

_____5. Tenants who have been approved and joined tenant membership in the past are **considered reoccurring tenants**. Reoccurring tenants are required to pay the entire amount, there is no proration. Regardless of lease changes, or if the tenant has lived in the Association consistently but has rented at different properties, they are still considered **reoccurring tenants** and will owe the entire yearly amount.

The only exception to the proration of membership fees is if the tenant has never applied for associate tenant membership.

If a tenant moves to a different residence within the Association during the current fiscal year all membership privileges are put on hold until the tenant re-applies for membership and gets approval from the property owner.

_____ 6. Section 5.2.9. of the SVL Rules and Regulations states: "**No person (for each lot owned) shall be allowed to register more than three vessels exceeding fifteen (15) horsepower.** Combination of vessels allowed - 1 boat and 2 PWCs, 2 boats and 1 PWC or 3 PWCs, but *cannot be 3 boats*. This also applies to associate members as defined by the bylaws."

_____7. Tenant Membership does not permit voting privileges or sponsorship of facility rentals.

_____8. Regarding facility rentals, Tenant Members must have current membership at the time of booking as well as during the event.

_____9. The Association highly recommends downloading a copy of SVL Governing Documents from our website www.svla.com. Also, to help stay up to date with Association News, we welcome you to check out following sources of communication:

- Facebook, Instagram, and Tik Tok; search: Spring Valley Lake Association
- Signage: bulletin boards located throughout the community
- Bi-Weekly Electronic Newsletter: E-Breeze (with email address provided)
- E-Blast: timely news updates and alerts (with email address provided)

To sign up for the E-Breeze and E-Blasts please provide your email address to the Association.

_____10. Once approved for membership the tenant will be responsible for paying the previous quarters in order to be current with membership depending on tenancy. If making payments in 2 installments, payments are due on the following dates: Nov. 1, 2026 and May 1, 2027. - Regardless if a statement is received or not, it is the tenant's responsibility to keep up with due dates.

_____11. Outlined below are the procedures for a tenant to obtain membership privileges, I have read and agree to abide by the policies #1-9.

1. Tenants must come in to the Association office, complete a request form for an Associate Membership, and provide a current copy of their lease agreement.

2. The Association will send a letter to the property owner regarding the tenant's request along with a copy of the lease agreement. The letter outlines the property owner's responsibilities regarding his/her tenants.

3. The letter must be signed and returned by the property owner to the Association office. Once the application and lease agreement are submitted, permission from the property owner will be necessary to continue the process. When permission is granted, the tenant will be contacted and payment needs to be made, in the form of a cashier's check or money order only. **The Association does not accept cash payments.** ***The Association does not accept personal checks for tenant membership payments.***

4. **Any tenant with payment returned for insufficient funds will have membership canceled immediately**. If a tenant has membership canceled for insufficient funds, they will be required to pay the previous amount in full before payment for the new year is accepted.

5. Upon receipt of the owner's written approval. The Association will notify the tenant regarding their approval via phone and/or email.

6. Upon approval tenants have 60 days to join as an Associate Member and pay the required amount. If the tenant does not join the Association within 60 days, the approval is terminated and the tenant will have to re-apply (see steps 1-5).

7. Membership cards will be issued. Tenant membership must be renewed on an annual basis. It is the tenant's responsibility to reapply for membership each year. **Membership expires on October 31st each year.** Therefore, all membership privileges are canceled, i.e. vessel usage, slip rentals, equestrian boarding, fishing, membership cards, etcetera.

8. Associate member fees are based on the tenancy. If the tenant applies and is approved for membership during the first quarter, they are able to pay in two-quarter payments, due Nov 1st and May 1st. If the tenant applies and is approved during the second quarter, the entire year's payment is due. The fees are listed on the Application form (page 4).

9. Associate membership fees for tenants are determined annually by the Board of Directors. The Board of Directors will vote on the tenant membership fees in August of each year and made available the following month.

Application Associate Membership for Tenants

Membership Period from **November 1, 2026,** through **October 31, 2027**

Payment in Full: $866.78

2 Payments: $433.39- November 1st, 2026; $433.39- May 1st, 2027

November 1st – April 30 = $433.39	May 1st – October 31st = $433.39

(Reoccurring tenants are responsible for paying past quarters to become current with today's date, see page 2 of application)

Property Address: _____ **Tenant Mailing Address:**_____

Tenant Phone Number(s):_____**Email:**_____

You must list all persons living at the residence 9 years and older (this will be verified with the owner of the property and lease agreement.

Name & Age :_____ **Name & Age :**_____

Name & Age :_____ **Name & Age :**_____

Name & Age :_____ **Name & Age :**_____

Name & Age :_____ **Name & Age :**_____

Name & Age :_____ **Name & Age :**_____

Name & Age :_____ **Name & Age :**_____

Property Owner(s)/Property Management Co.: _____ Fax Number: _____

Property Owner Email: _____ Property Owner Mailing Address: _____

I have read pages 1-4 of this Tenant Membership Application and initialed in the appropriate section. I agree to abide by the Association policies and **pay the entire amount due according to the policies**. The contact information written above is correct and I understand all tenant correspondence will be mailed to the above address. If I, the tenant have canceled or terminated my lease, I must provide proof of lease cancellation and return all membership cards to the Association. No refunds for any circumstance.

Tenant Signature_____**Date**_____

I Received ID cards for all person's listed on application 9yrs & older as well as 4 Guest Passes and I understand that there are fees for the issuance of replacement cards. Tenants Initial_____ ***Date*** _____

Office Use Only: Circle One: New or Returning Track & Lot: #_____ Tenant Acc. #_____	Amount _____ Nov 1- April 30: Paid Yes or No _____ May 1- Oct 31: Paid Yes or No Month _____to Oct 31: Paid Yes or No _____Prorated Amount Temporary cards exp Date: _____ Nov-1-April 30 cards issued Date/Initial _____/_____ May 1-Oct 31 Cards issued Date/Initial _____/_____

_____/_____Tenant App. Completed _____/_____Rec'd Lease Agreement _____/_____Verified Owner in Consortium (Good Standing) _____/_____Mailed or Emailed Request Letter to Owner	_____/_____Received Signed Request Letter from Owner _____/_____Contacted Tenant on Results _____/_____Tenant was issued ID cards & guest passes _____/_____Paid/Entered in Spreadsheet, sent to Consortium