



MetroWestCommunity.com
407-601-5995



CRIME-FREE LEASING STANDARDS

Dear Member:

As part of our ongoing public safety initiative to make MetroWest the best community it can be, the MetroWest Master Association Board of Directors has voted to establish a crime-free leasing standard to be implemented for all leased property within MetroWest.

Establishing standards for leasing property is necessary to define the character of the community by maintaining low crime rates, assuring the safety of residents, preserving property values and generally maintaining the intended quality, character and image of the community. The goal is for MetroWest to achieve crime-free community certification. Communities that have instituted crime-free certification measures have realized a reduction of up to 75% in the crime rate within their community.

This initiative is a prevention mechanism and we need your assistance to ensure that all rental property is handled consistently throughout MetroWest. While it may mean a little more work on the front end, the benefits will far outweigh the extra efforts. We are asking that owners assist in the screening process of renters by running a national background check through the past 7 years, verifying their IDs and recording their license plate numbers.

Please review the attached, adopted Leasing Standards that ***all*** rentals will need to comply with. Also attached is a sample Leasing Standard Packet and list of upcoming Crime Free certification classes that will help further educate and promote complete compliance of this new policy.

Working together to ensure the safety of all owners and residents within MetroWest remains our paramount goal. Thank you for playing a vital role in making our community a safe and thriving place to live, work, play and connect.

Sincerely,

Board of Directors
MetroWest Master Association

Why Leasing Standards?

Establishing standards for leasing property within MetroWest is necessary in order to define the character of the community by maintaining low crime rates, assuring the safety of residents, preserving property values and generally maintaining the intended quality, character and image of the community. The goal is for MetroWest to achieve crime-free community certification. Communities that have instituted crime-free certification measures have realized a reduction of up to 75% in the crime rate within their community.

Benefits of Crime-Free Certification include:

- Desirable community – increase interest
- Great selling point
- Higher retention
- Home values increase
- Decreased vacancy
- Positive perception
- Increased rental values
- A more cohesive community
- Crime-Free Community

Steps to Implement Process and Ensure Compliance:

- MWMA distributed Leasing Standard Packet to Associations/Apartment Members
- Community Managers should distribute Leasing Standard Packet to their Members and/or Brokers, Realtors, Property Management
- Compliance measures need to be created or added to your existing application process.
- Communicate the changes to your community.
- Background check resources are available.
- Approval can be linked to specific community association where account is registered.
- Possible extra revenue by charging an application fee.
- Each homeowner should be held accountable for adherence to the new policy.

APPLICABLE TO ALL (Apartments, HOAs, COAs)

Annually on January 1 of each year, provide all policies or standards required for leasing property (should include list of all units with Crime-Free Lease Addendums):

- Community Managers should keep a copy of all written lease agreements with the Crime-free Lease addendum Electronic (pdf) and send an overall resident roster showing compliant residents/renters to the MetroWest Master Association. A sample form may be found at www.metrowestcommunity.com/mwma-documents under “Leasing Standards”.

- Copies of Driver’s License (or state issued ID or federal I-94) for ALL applicants, residents or occupants over 18.
- License plate numbers for ALL vehicles by such applicants, residents, occupants.
- Nationwide felony criminal background check going back at least 7 years per Crime-Free Lease Addendum.

Frequently Asked Questions

Q: Where can I find information regarding the MWMA Leasing Standards?

A: On the MetroWest Website under the Resource then Document tab. www.metrowestcommunity.com.

Q: Why do we need to participate?

A: To continue to promote a safe and connected community. Establishing standards for leasing property within MetroWest is necessary in order to define the character of the community by maintaining low crime rates, assuring the safety of residents, preserving property values and generally maintaining the intended quality, character and image of the community. Communities that have instituted crime-free certification measures have realized a reduction of up to 75% in the crime rate within their community.

Q: Do we need to retain personal identification of lessees?

A: No. Per R&R 3.2.3. All Owners shall obtain from their tenant(s) copies of required ID for all occupants/residents who are over the age of 18 years for verification purposes only.

Q: Do we need to use the MWMA Crime-Free Lease Addendum if we have our own?

A: As long as the Community’s Crime-Free Addendum meets or exceeds the same standards as the MWMA Lease Addendum.

Q: Do I need to have my family member complete the leasing standards if they are going to rent out my home?

A: Yes, all standards apply to any rental.

Q: Is there a standard application that is being used under the MWMA Leasing Standards?

A: No. Each community, owner, or property management standardizes his/her own rental application.

Q: Who pays for the application to be processed?

A: The owner could collect any application fees from the Renter.

Q: Will the MWMA require any and all documents to be forwarded to them?

A: No. R&R 3.2. All HOA, COA, and Apts within MWMA shall annually on January 1st of each year provide a roster of renters that confirm the Leasing Standards are being implemented.

Q: Where do I get an application to apply for a rental?

A: Contact your community or property manager.

Q: What is the MWMA Crime Free Leasing Standards requiring of its Members?

A: Seven (7) years felony criminal background check, license plate numbers or vehicle registration for all vehicles, Crime-Free Lease Addendum.

Q: How is the background check performed?

A: A qualified agency needs to perform the background check. R&R 3.2.4. All tenants 18 years of age or older shall not be approved by an owner without first obtaining a nationwide felony criminal background check going back at least 7 years, which searches at a minimum, crimes described in paragraph 5 of the MWMA Crime-Free Lease Addendum. The Tenant Screening Resource List is accessible online at www.metrowestcommunity.com. Establishing standards for leasing property within MetroWest is necessary in order to define the character of the community by maintaining low crime rates, assuring the safety of residents, preserving property values and generally maintaining the intended quality, character and image of the community. The goal is for MetroWest to achieve crime-free community certification. Communities that have instituted crime-free certification measures have realized a reduction of up to 75% in the crime rate within their community.

For resources, please reference the MetroWest Website at: www.metrowestcommunity.com under Resources tab at the right upper top of page, Documents, and Leasing Standards.

Sample Communications to Members:

As partners of the MetroWest Master Association and the ongoing public safety initiative to make MetroWest the best community it can be, we will comply with the establishment of a crime-free leasing standard to be implemented for all leased property within MetroWest.

Establishing standards for leasing property within MetroWest is necessary in order to define the character of the community by maintaining low crime rates, assuring the safety of residents, preserving property values and generally maintaining the intended quality, character and image of the community. The goal is for MetroWest to achieve crime-free community certification. Communities that have instituted crime-free certification measures have realized a reduction of up to 75% in the crime rate within their community.

Please review the attached, adopted Leasing Standards that all rentals will need to comply with by 2017. Also attached is a sample Leasing Standard Packet and upcoming Crime-Free certification classes will help further educate and promote complete compliance of this new policy.

This initiative is a prevention mechanism, and we need your assistance to make sure that rental property is handled consistently throughout MetroWest. While it may mean a little more work on the front end, the benefits will far outweigh the extra efforts. We are asking that owners assist in the screening process of renters by running a minimal background check through the past 7 years, verifying their IDs and recording their license plate numbers. Also report all new renters to your community association or property management office.

Please contact management at 407-601-5995 with any questions. Working together to ensure the safety of all owners and residents within MetroWest remains our paramount goal.