

Date: \_\_\_\_\_

Dr. José Muñoz  
President, Home Owner's Association  
Palma Vista Condominiums  
1353 Ave. Luís Vigoreaux  
PMB 341  
Guaynabo, PR 00966

Dear Dr. Muñoz,

**REQUEST APPROVAL TO CONDUCT SHORT-TERM RENTALS IN ACCORDANCE WITH THE PALMA VISTA BY-LAWS ARTICLE VI SECTION 4 PARAGRAPH (A).**

I/We hereby seek approval to rent Palma Vista Villa No: \_\_\_\_\_ on a short term basis.

The maximum number of rental guests permitted in my/our villa during the rental period is \_\_\_\_\_.

I/We wish to assure you that the guests selected to rent the villa are considered to be respectable and of good standing. Furthermore, I/We provide guests with strict rental rules and guidelines to ensure that they respect the villa, the Palma Vista common areas and do nothing to disrupt the tranquillity, peace, harmony and privacy of other villa owners and their guests.

Sincerely,

\_\_\_\_\_  
Owner 1 (Electronic Signature)

\_\_\_\_\_  
Owner 2 (Electronic Signature)

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name