

**WINDSOR SQUARE LEASE ADDENDUM**

**RE: A RESIDENTIAL TOWNHOME UNIT LOCATED AT \_\_\_\_\_, PENFIELD, NY  
ON THE PROPERTY OF THE WINDSOR SQUARE HOMEOWNERS ASSOCIATION I, INC.**

The Owner and Tenant agree that the following provisions are incorporated into the lease of the subject townhome. These provisions shall remain in effect throughout the term of said lease and any renewals thereof.

1. The townhome specified above is leased in its entirety. Neither Owner nor Tenant may lease rooms or any portion of the townhome separately.
2. The initial term of this lease shall be no less than twelve (12) months.
3. The Owner shall provide the Tenant with up-to-date copies of Windsor Square's *Declaration of Covenants, Conditions & Restrictions* and the *Rules & Regulations*. Owner's right of lease and Tenant's right to use and occupy the premises shall be subject and subordinate in all aspects to the provisions of these documents.

The Tenant shall insure that he, his family members, guests, and all other persons whose reasons for being on the Windsor Square property related in any way to the Tenant, conduct themselves in accordance with the provisions of these governing documents.

4. In the event of a material breach of the provisions of this Lease Addendum Form as determined by the Board of Directors, the Owner will be notified in writing and the Owner shall take immediate steps to correct said breach. If the breach has not been corrected within 21 days after said notice has been received by the Owner, then the Owner shall take immediate steps to evict the Tenant from the premises. If the Owner fails to take action to evict the Tenant, then the Board may take any necessary action to evict the Tenant. Any costs incurred as a result of the Board's action, including but not limited to attorney's fees, shall be borne by the Owner. Failure of the Owner to pay such costs will result in a lien being placed against the subject unit.
- 5.. Owner and Tenant shall be jointly and severally liable for any damages or costs directly or indirectly incurred by Windsor Square as a result of noncompliance by the Tenant and/or Owner with the provisions of the *Declaration of Covenants*, the *Rules & Regulations*, or this Lease Addendum.

**All information must be completed in full.** Information is for internal use only and will not be given out. Solicitors will not be allowed access to this information.

Term of Lease: From: \_\_\_\_\_ To: \_\_\_\_\_

Owner(s) Name(s): \_\_\_\_\_

Owner(s) Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Owner(s) Phone(s): \_\_\_\_\_

Owner(s) Email: \_\_\_\_\_

Owner(s) Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

Tenant(s) Name(s): \_\_\_\_\_

Tenant(s) Address: \_\_\_\_\_

Tenant(s) Phone(s): \_\_\_\_\_

Tenant(s) Email: \_\_\_\_\_

Tenant(s) Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

**Please submit the completed form to:**

Windsor Square HOA c/o Crofton Perdue Assoc, Inc. at 111 Marsh Rd., Suite 1, Pittsford, NY 14534

