



# Recreation Centers of Sun City West

## LANDLORD GUIDE

updated 9/30/25

Should you decide to rent your property, you need to be aware of these requirements that will impact your tenants' ability to use our facilities:

- The Tenant Activity Card is payable in advance and prorated monthly for up to six months for the term of the lease, up to a maximum of one year.
- Tenant Activity Cards are non-refundable and non-transferable.
- We are only able to issue as many Tenant Activity Cards on a property as there are Owner Member dues collected on the property. If necessary, the Owner may pay a Landlord due to serve as another set of Owner Member dues collected on that property.
- All Owners and Associate members on the property must be in good standing.
- An Owner-signed lease, or a Request for Tenant Activity Card form signed by the Owner, must be submitted to Member Services. The Request for Tenant Activity Card form can be found on our website at <https://suncitywest.com/membershipforms/>.
- One Tenant residing on the property must be at least fifty-five (55) years of age.
- No one under nineteen (19) shall reside in the residence.
- All Owner and Associate member cards are disabled while there are active Tenant Activity Cards enabled on the property.
- Tenants without a member card residing more than 30 days on the property are not considered guests and must purchase a Tenant Activity Card to use the facilities.
- Owners are responsible for ensuring that any company or person managing their rental property is adhering to all policies.
- Holders of valid Tenant Activity Cards shall have the same privileges of facilities use afforded to all Owner Members of the Association.
- By accepting a Tenant Activity Card, the Tenant agrees to abide by the Governing Documents of the Association.
- Some neighborhoods have a separate HOA that may have additional rules regarding the ability to lease out properties in that HOA. Please be sure to also check with them.
- If you have questions, please call Member Services at 623-544-6100. Office hours are 8:00 am to 3:00 pm Monday through Friday.