



**Property Owners Association**

1 August 2020

## **Renting Your Property through the Association's Vacation Rental Program**

Greetings Treetop Village Owners,

Treetop Village POA recently launched the Vacation Rental Program (VRP) outlined in the Association's Timeshare Exit Policy. The purpose of the program is to promote rentals of Treetop Village timeshare weeks offered by owners and timeshare weeks in the Association's inventory. The VRP offers owners the opportunity for recovering money when their property is not being used. For the Association, the VRP will increase income through rentals of non-producing (unsold) Association-owned properties which creates additional revenue to be used to upgrade units and promote the community.

Interval estates can now be booked from the Treetop Village website or through VRBO, Airbnb, HomeAway and Expedia. Our Treetop website is promoted through Google and TripAdvisor which is increasing exposure to potential customers outside our circle of owners. Additionally, 1,000 exiting Treetop Village owners registered on our Association's website (TreetopVillage.net) have direct access to rentals. In early July our first print advertisement will appear in Missouri Life magazine. This combined exposure substantially increases exposure of Treetop Village to thousands of new potential renters and timeshare purchasers.

To see how the VRP is presented, go to [TreetopVillage.net](http://TreetopVillage.net), click the Vacation Rental tab at the top, then click the red "Rent a Villa" button to find available properties.

This is one more step being taken by the Board of Directors to enhance vacation experiences, upgrade the community, and keep assessments as low as possible.

Bob Avery  
Treetop Village POA Board President

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June 8, 2020

## **Rent your property in the Association's Vacation Rental Program**

Timeshare owners are invited to list their property in the Association's Vacation Rental Program (VRP) under the following terms and conditions:

1. Owner properties for rent will be promoted on the Treetop Village website which is promoted through Google, TripAdvisor, other vacation travel websites, plus print and digital advertising.
2. Rentals may be booked on the Treetop Village website or through VRBO, Airbnb, HomeAway and Expedia. These booking engines capture and process direct online reservations including credit card payments.
3. The owner need not be current on all assessments, fees, fines or any other charges on the account of the property to be placed on the VRP.
4. Nightly rental fees and terms for timeshare units in the Association's VRP must stay consistent due to market consistency and software programming restrictions with the multiple booking engines being used. Therefore, timeshare rental prices will be set by the Association. Three-bedroom units will command a higher nightly fee than two-bedroom units and off-season rates will be less than high-season rates.
5. The Association will handle all correspondence, booking and collecting of rental income. The Owner will be provided a receipt for the rental payment(s).
6. The owner will sign an agreement with the Association and pay an up-front non-refundable fee of \$25 each year the property is placed in the VRP. The \$25 fee offsets the administrative cost of placing the property in the VRP. Email confirmation by the owner will serve as the owner's signed agreement.
7. The owner will pay the Association a commission of twenty percent (20%) of gross rental income generated through the VRP. The commission offsets the cost of marketing, media and booking engine costs supporting the VRP.
8. After the 20% commission is paid by the owner to the Association, all remaining rental income will be distributed as follows:
  - a. First, income will be applied to the owner's account for the timeshare week rented, if there an outstanding balance on the account.

- b. If there is no balance due on the account of the timeshare week rented, income will be applied to the account(s) of any other Treetop Village property titled to the renting owner, if there is a balance due on another property.
  - c. When the balance due on the renting owner's accounts are fully paid, all remaining rental income will be credited to the account of the property rented to offset future assessments. At the request of the owner, the balance of rent due to the owner will be paid to the owner by check.
9. Once placed in the VRP, the owner may not remove the week from the VRP if the week has been rented or if the account is not current. The owner may remove the week from the VRP at any time if the week has not been rented and if the account is current. If the week is removed from the VRP the \$25 up-front administrative fee will not be refunded.
10. When a unit is placed in the Association's VRP, the owner is not responsible for damage, fines or additional fees created by the renting party. The Association, who is responsible, will require a security deposit from the renter that will be used to recover any damages, fines or additional fees.
11. Placing a timeshare week in the VRP does not guarantee the week will be rented in whole or part. The owner remains responsible for all assessments, late payment fees, penalties, fines or any other charges or fees against the property that are normally the responsibility of the owner.
12. The Association's office staff is available during normal office hour to provide administrative assistance to the owner for the VRP process.

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To submit your week to the Vacation Rental Program or for questions on program contact:

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