

Property Address (Area and Villa No.): _____

INFORMATION ABOUT THE TENANT – BUSINESS COMPANY DATA:

Business Name: _____

Tax Identification Number (RNC or other): _____ Commercial Registry No. or other: _____

Legal Office Address: _____

City: _____ Province: _____ Country: _____

Office Tel. No. _____ E-Mail: _____

Tenant's Full Name (Person living in the property) _____

Identification: ☐ Personal ID Card ☐ Passport No.: _____ Date of Birth: _____Civil Status: ☐ Single ☐ Married ☐ Divorced ☐ Widowed Country of Birth: _____

Tel. Phone No.: _____ Cell Phone No.: _____ Other contact No.: _____

E-Mail: _____

Career: _____ Occupation: _____ Country where you work: _____

City: _____ Name of the Company or Entity: _____

Workplace Address: _____

Check if you want a pass to be issued: ☐**TENANT'S SPOUSE DATA (if applicable):**

Name (s): _____ Last Name (s): _____

Identification: Personal ID ☐ Passport No.: _____ County of Birth: _____

Country of residence: _____ Home Phone No.: _____ Cell. Phone No.: _____

E-Mail: _____

Check if you want a pass to be issued: ☐**TENANT'S CHILD DATA (if applicable):**

Name (s): _____ Last Name (s): _____

☐ Adult ☐ Minor Identification: ☐ Personal ID Card ☐ Passport No.: _____

County of Birth: _____ Country of residence: _____

Check if you want a pass to be issued ☐

TENANT'S CHILD DATA (if applicable):

Name (s): _____ Last Name (s): _____

☐ Adult ☐ Minor Identification: ☐ Personal ID Card ☐ Passport No.: _____

County of Birth: _____ Country of residence: _____

Check if you want a pass to be issued ☐**TENANT'S CHILD DATA (if applicable):**

Name (s): _____ Last Name (s): _____

☐ Adult ☐ Minor Identification: ☐ Personal ID Card ☐ Passport No.: _____

County of Birth: _____ Country of residence: _____

Check if you want a pass to be issued ☐**PROPERTY OWNER'S DATA:**

Name / Business Name: _____

Tax Identification Number (RNC or other): _____ Commercial Registry No. or other: _____

Legal Office Address: _____

City: _____ Province: _____ Country: _____

Office Tel. No. _____ E-Mail: _____

CEO's Full Name: _____

Identification: ☐ Personal ID Card ☐ Passport No.: _____ Cell. Phone No.: _____

E-Mail: _____

- The applicants declare that all information completed in this form are true and authorize COSTASUR DOMINICANA, S. A. to verify, by any means, the veracity of the same. By signing this form, we formally discharge COSTASUR DOMINICANA, S. A. for any disclosure of the information provided in this form, including personal data, to the corresponding authorities.
- Costasur is not responsible for the damages that the person registered as Tenant may cause. Likewise, the owner assumes jointly with the Tenant the responsibility to repair any damage caused, within the Tourist Complex.
- The Owner shall bear all costs, expenses, and legal fees arising from any proceedings, whether judicial, extrajudicial, or administrative, related to the Tenant's registration. Furthermore, both the Owner and the Tenant agree to hold harmless Costasur Dominicana, S.A. from any claims, obligations, or liabilities arising from the Lease Agreement.
- Costasur reserves the right of registration and admission under objective criteria without the need to disseminate reasons.
- The tenant passes are non-transferable and have a cost of RD\$2,410.00 that will be charged to the property's account. The tenant passes are valid for a maximum period of one year and must never exceed the duration of the rental agreement.
- The Tenant Registration Procedure is a service for the owner with a cost of USD\$300.00, which can be paid by bank transfer to Costasur Dominicana S. A. or in the Cashier Area.

REGISTRATION REQUEST
TENANT: LEGAL PERSON / OWNER: LEGAL PERSON**Pass Cancellation:**

- Tenant Passes may be canceled at the request of the tenant via email addressed to Legal and Administrative Procedures.
- Tenant Passes may be canceled at the request of the owner via email addressed to Legal and Administrative Procedures presenting confirmation that the tenant does not live in the property or proof of termination of the rental agreement.

Owner`s Signature and Seal

Tenant`s Signature and Seal

Date (DD/MM/YYYY)

Date (DD/MM/YYYY)**REQUIRED DOCUMENTATION**

- Copy of a Valid Identification Document pertaining to the Tenant
- Copy of a Valid Identification Document pertaining to the Tenant`s Spouse and Children (if applicable)
- Costasur reserves the right to request proof of relationship of spouse and children such as Birth or Marriage Certificate
- Copy of the notarized rental agreement (greater than or equal to three months)
- Copy of the updated commercial registry of the contracting commercial company and identification of each representative
- Copy of the notarized power of attorney or Minutes of the Assembly registered in the Chamber of Commerce that authorizes the contracting party (if the person signing is a proxy)
- 2x2 photo for each requested pass
- Costasur reserves the right to request additional documentation.

To be completed by COSTASUR DOMINICANA, S. A.

Comments / Observations: _____

SEEN BY:

COSTASUR DOMINICANA ADMINISTRATION

ACCREDITATION DEPARTMENT

CENTRAL ROMANA ADMINISTRATION