



# ALABANG HILLS VILLAGE ASSOCIATION, INC.

Clubhouse, Don Jesus Blvd., Alabang Hills Village, Muntinlupa City

Tel. 8850-8254 or 8850-9631 Fax. 8850-7685

Email: ahvainc08@yahoo.com

## APPLICATION FOR MOVE-IN

### 1. APPLICANT'S / LESSOR INFORMATION

Lessor / member: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Tel. nos.: \_\_\_\_\_ (Landline) \_\_\_\_\_ (Cellphone)

TIN: \_\_\_\_\_ Signature: \_\_\_\_\_

### 2. LEASE HOUSE DESCRIPTION

House Address of Residence subject of Lease: \_\_\_\_\_

### 3. LESSEE / TENANT'S INFORMATION

Name of Lessee: \_\_\_\_\_

Tel. nos.: \_\_\_\_\_ (Landline) \_\_\_\_\_ (Cellphone)

TIN: \_\_\_\_\_

ACR (if foreigner): \_\_\_\_\_ Signature: \_\_\_\_\_

### 4. FAMILY MEMBER'S INFORMATION / OCCUPANTS

Immediate family members of the Lessee / Age	Relationship to the Lessee
_____	_____
_____	_____
_____	_____
_____	_____

### 5. OTHER OCCUPANTS OF THE PROPERTY TO BE LEASED

Names of:

Household helps: \_\_\_\_\_

Drivers: \_\_\_\_\_

Others: \_\_\_\_\_

### 6. DETAILS ABOUT THE MOTOR VEHICLE FOR STICKER APPLICATION

Vehicle 1 / Description: \_\_\_\_\_

Registered owner: \_\_\_\_\_

Vehicle 2 / Description: \_\_\_\_\_

Registered owner: \_\_\_\_\_

FOR AHVA USE ONLY

CLEARED WITH THE FOLLOWING ACCOUNTABILITIES

Association Dues: \_\_\_\_\_ Water: \_\_\_\_\_

Others: \_\_\_\_\_

Endorsement:

Accept

Do not accept

By: \_\_\_\_\_

Lease Review Committee

Approved

Disapproved

By: \_\_\_\_\_

AHVA Board / Admin

REPUBLIC OF THE PHILIPPINES )  
 ) S.S.

**UNDERTAKING**

I, \_\_\_\_\_, of legal age, with address at \_\_\_\_\_, after being sworn in accordance with law, hereby state and certify:

1. I am the registered owner of the property at [AHVA Address], Alabang Hills Village (the “Property”) covered by Transfer Certificate Title No. \_\_\_\_\_;
2. I hereby bind myself, and parties privy to my interest, including my heirs, assigns, and lessee [name of lessee], to comply with the rules and regulations of the Alabang Hills Village Association (the “Association”) and the applicable provisions of the Deed Restrictions, including but not limited to my commitment to keep and maintain the residential-only nature of the Property and to limit its use by only one “single family” unit and its registered employees as defined in Association rules ;
3. In line with this, I have provided and continue to undertake to inform myself, as well as the aforementioned heirs, assigns, and lessee with copies of the relevant Deed of Restrictions, Village Rules, By-laws, and other issuances as may be relevant to the Property. I further understand that the absence of my authority, knowledge, or consent regarding the acts of my heirs, assigns, and lessee shall not relieve me of my obligations in relation to the relevant AHVA Rules;
4. I give my unconditional consent to the inspection of the premises by Alabang Hills Village officials/security/Barangay security upon at least twenty-four (24) hours prior notice and during reasonable hours, if such inspection is for the purpose of monitoring and ensuring compliance with AHVA Rules; and to any inspection conducted by said officials and agents without prior notice for investigative purposes if (1) a specific grievance has been filed with the Grievance Committee of the Association by any member in good standing of the Association against me; and (2) I have received a notice to explain from the Association based on such grievance. I further unconditionally consent that such inspections may ensue whether or not I have replied to such notice to explain within fifteen (15) days from receipt of such notice; and

I hereby recognize that any violation of this undertaking constitutes a ground for sanctions as may be imposed by the Association, pursuant to present Association rules and the By-laws of the Association, including but not limited to my being declared out of good standing by the Association. **IN WITNESS WHEREOF**, I have hereunto set my hands this \_\_ day of \_\_\_\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
[NAME]

SUBSCRIBED AND SWORN TO BEFORE ME, this \_\_ day of \_\_\_\_, 2020, Affiant exhibiting to me his/her competent evidence of identity in the form of \_\_\_\_\_ No. \_\_\_\_ with expiry date \_\_\_\_.

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Series of 2020.

**MANDATORY PROVISIONS**  
**IN AHVA LEASE CONTRACTS**

The LESSEE fully recognizes that the Leased Premises constitute a single-family dwelling house and the lot on which it is built, that shall be used only by one “single family” unit and its registered employees as defined in Association rules for their residential purposes only. The Leased Premises shall not be used for any other purpose and be controlled, used, or occupied by any other persons than those listed below:

Name	Age	Relationship to Lessee

LESSEE shall not renew any existing lease, assign or sub-lease the Leased Premises or any portion thereof without the prior written consent of the LESSOR and Alabang Hills Village Association, which consent shall not be arbitrarily or unreasonably withheld. Any contract of renewal, assignment, sub-lease, or any similar arrangement shall likewise be registered with and approved by the Alabang Hills Village Association.

LESSEE shall not use the Leased Premises or any portion thereof, or permit or suffer the same to be used for any purpose other than for residential use only, including but not limited to commercial use of the property and/or use of the property for any immoral or illegal purpose. The LESSEE shall likewise not cause or permit or suffer any third person to cause nuisance, annoyance, inconvenience, or any act that shall cause damage or disturbance to the LESSOR, or his neighbors within Alabang Hills Village.

Both Parties jointly undertake to comply with the rules and regulations of the Alabang Hills Village Association and the applicable provisions of the Deed Restrictions, including but not limited to committing to keep and maintain the residential-only nature of the Property for the use and occupancy of such property by one single family unit only. In line with this, both Parties shall cooperate with the Alabang Hills Village Association and/or Barangay Cupang and/or any appropriate national or local government agency, their respective officers, employees, and assigns, in all necessary steps to ensure compliance with the Association’s rules and regulations, including but not limited to permitting the inspection of the Leased Premises during reasonable hours, and to any inspection conducted by said officials and agents without prior notice for investigative purposes if (1) a specific grievance has been filed with the Grievance Committee of the Association by any member in good standing of the Association against either the LESSOR or the LESSEE; and (2) either the LESSOR or the LESSEE has received a notice to explain from the Association based on such grievance. Both Parties unconditionally consent that such inspections may ensue whether or not the LESSOR or the LESSEE has replied to such notice to explain within fifteen (15) days from receipt of such notice;

LESSEE fully recognizes that any violation of the AHVA Rules, including the Deed of Restrictions on the use of the Leased Premises for residential use only shall be considered a material breach and shall constitute valid grounds to have this Contract terminated immediately upon notice, without prejudice to other causes of action that the LESSOR and/or AHVA may have against the LESSEE.

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[NAME]

SUBSCRIBED AND SWORN TO BEFORE ME, this \_\_ day of \_\_\_\_, 2020, Affiant exhibiting to me his/her competent evidence of identity in the form of \_\_\_\_\_ No. \_\_\_\_ with expiry date \_\_\_\_.

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