



Cooperative Management Solutions

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TO: Applicants for Umpqua Ranch Cooperative

Thank you for your interest in purchasing/renting in the cooperative. Enclosed are the operating documents for the cooperative as well as the required application documents. If you decide to apply, completely fill out and return the “**Application for Membership**” and the “**Rental Application**” with check or money order for **\$35.00 per adult**. The other documents in this packet are for you to read including a blank lease agreement so there will be no surprises later about the cooperative operations.

Once we receive the application, CMS will run your credit, criminal and eviction report, call to verify your references, and will create a report for the board of directors of the cooperative. The board will then make an appointment with you to meet and do a live interview. The time frame averages about one week but is highly dependent upon contacting references. Some references are slow and some are fast to respond and there is no control over that part of the process.

Sincerely,

Tamie Kaufman, Property Manager