

**COMUNIDAD DE PROPIETARIOS
SEÑORIO DE ALOHA**

PRESIDENTS CIRCULAR

Dear Owners,

Re - NRA -Número de Registro de Alojamiento (Accommodation Registration Number)

As you are aware the association of owners approved the use of apartments for short-term rentals. This enables the following 2 step process:

1) **TOURIST LICENCE - VUT** (issued by the Junta de Andalucia). If you are already in possession of a VUT, you can go to step 2.

If you are not in possession of a VUT, you need approval from the association of owners (**2/3rd majority vote**) to start your application. Approval can be done via an AGM/EGM, so in the first instance you should contact Adenjo.

When you are the holder of a VUT, even if you inherited it when you acquired your apartment, your Community Fees will be subject to an increase of 10% as approved at the EGM.

2) **When in possession of a VUT**, you then need to apply for an NRA - (Accommodation Registration Number - issued by the Marbella Registrar -details online).

In order not to be in reach of the Community Rules, you should start this process by completing Form A 'Declaration of Apartment Use' located at <https://forms.gle/SNasLUNbDVR3mvJ2A>

You are **recommended to read Article 5.3 Community Regulations** covering Short-term rental properties for further information. In particular, submission of Form A will place you on the Community's public register which will be available for consultation to the local NRA Registrar for the purposes of determining whether to issue/revoke an NRA or for any other similar purpose.

Following the EGM approval, the implementation process is as follows:

- Following circulation of the EGM Minutes, a period of 30 days must pass to allow for any absentee vote.
- Once this period has elapsed, the Adenjo must issue a certificate confirming that the deadline has passed, as well as make the corresponding entry in the minutes book.
- The President will then go to a notary to formalize the resolution.
- After that, the documentation is submitted to the Land Registry to amend and register the new article. This process can also take time depending on the Registry's workload; it is not immediate.

We hope the process will complete by the end of May & owners can submit their applications. In the meantime, you are politely reminded that the penalties for non-compliance with the NRA requirements are significant.

With regards
John Riley