

OWNER INFORMATION FORM

Dear Owner:

From time to time changes occur in the status of owners, their families, or the unit itself. It is **extremely important** that we maintain the records of your Association accurately and up-to-date.

Occasionally, a maintenance problem will occur and it is imperative to contact the owner or enter the unit in an emergency situation. Repairs have been hampered when the owners were away on vacation or residing outside the area. In several instances there was extensive damage done to the building, other units, or the individual unit simply because the Association had no way of contacting the owner or obtaining access to the unit.

To avoid this type of problem and to keep the homeowners' records current, we are requesting you complete the information below. This information will be kept confidential. Please be assured that the Association's only intent is to protect your property to the very best of their ability.

COMMUNITY NAME San Simeon Residents' Association, Inc.

UNIT # _____ BUILDING # _____

UNIT OWNER INFORMATION (Legal Title Holder)

NAME _____ HOME PHONE _____

UNIT ADDRESS _____ WORK PHONE _____

MAILING ADDRESS _____ CELLULAR PHONE _____

EMAIL _____

Please list the names and ages of all occupants residing in the unit, including owners and renters:

1. NAME _____ AGE _____
2. NAME _____ AGE _____

PET INFORMATION (PHOTO of PET(S) REQUIRED; VIA EMAIL OR HARD COPY)

TOTAL NUMBER OF PETS _____ Number of Dogs _____ Number of Cats _____

EMERGENCY INFORMATION

NAME OF PERSON TO CONTACT _____

RELATIONSHIP _____ TELEPHONE _____

YOUR KEY CAN BE OBTAINED FROM _____

VEHICLE & PARKING INFORMATION

MAKE & MODEL CAR _____ YEAR _____ LICENSE # _____

MAKE & MODEL CAR _____ YEAR _____ LICENSE # _____

MAKE & MODEL CAR _____ YEAR _____ LICENSE # _____

TENANT INFORMATION

NAME _____ LEASE EXPIRATION DATE _____

Telephone _____

SIGNATURE _____ DATE _____

PRINT NAME _____