



## OWNER/TENANT INFORMATION

The information requested below will be used in case of an emergency and to maintain accurate records for the Association. Please complete this form within 10 days and return to the person indicated at the bottom. Thank you!

**UNIT ADDRESS:** \_\_\_\_\_

**EFFECTIVE DATE:** \_\_\_\_\_

**Unit Owner:**

Name \_\_\_\_\_

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

Home Phone: \_\_\_\_\_ Work #: \_\_\_\_\_

Cell \_\_\_\_\_ Email: \_\_\_\_\_

**Tenant:**

Name: \_\_\_\_\_

Spouse/Partner: \_\_\_\_\_

Children's names and birth years \_\_\_\_\_

Pet's names \_\_\_\_\_

Tenant Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Tenant Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

# Vehicles \_\_\_\_\_ Makes/Models/License # \_\_\_\_\_

Does your tenant(s) have a signed lease? \_\_\_\_\_ Yes \_\_\_\_\_ No

If so, what is the lease duration? \_\_\_\_\_

Is a Management Company involved in managing this property? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, name of the Management Company: \_\_\_\_\_

Agent: \_\_\_\_\_ Phone: \_\_\_\_\_

Does Tenant have a copy of Rules and Regulations of the Association? \_\_\_\_ Yes \_\_\_\_ No

Please check here if you do not wish to be in the Resident Directory \_\_\_\_\_

**RETURN FORM TO:** Linda Pantell, Secretary VGB  
9922 Villa Florence Lane - Granite Bay, CA 95746  
(or email to: lindaspantell@aol.com)