



**RESIDENT INFORMATION SHEET**

To update our records with the most accurate information, please complete this form and return it to our office.

**\*\*IF YOUR UNIT IS TENANTED, PLASE ENSURE THAT A COMPLETED FORM K IS SUBMITTED TO OUR OFFICE.**

Building Name \_\_\_\_\_ Unit # \_\_\_\_\_  
 Building Address \_\_\_\_\_ Phone Home \_\_\_\_\_  
 Names of Owner(s) \_\_\_\_\_ Work: \_\_\_\_\_  
 \_\_\_\_\_ Cell: \_\_\_\_\_  
 Email address: \_\_\_\_\_ Enter phone code: \_\_\_\_\_

# of People Living in Unit \_\_\_\_\_

Mailing address (if not residing at building)  
 \_\_\_\_\_  
 \_\_\_\_\_

Name of Tenant (s) (If applicable)	_____	<u>Phone</u>	Home	_____
	_____		Work	_____
			Cell	_____
Emergency Contact	_____	<u>Phone</u>	Home	_____
			Work	_____
Relationship to Owner	_____		Cell	_____

Assigned Parking Stall #(s) \_\_\_\_\_ (1)  
 \_\_\_\_\_ (2)

License Plate of Number of Vehicles \_\_\_\_\_  
 \_\_\_\_\_

Locker Space Room # \_\_\_\_\_ Level # \_\_\_\_\_ Locker # \_\_\_\_\_

Person (s) Holding Key(s) to Unit for Emergency Access  
 \_\_\_\_\_  
 \_\_\_\_\_

Pet on Premises – Description \_\_\_\_\_  
 \_\_\_\_\_

Common Area Keys: # of Keys in Possession \_\_\_\_\_