

OWNER INFORMATION

As a member of your Condominium Association, it is necessary that you provide the following information in order to properly update the Associations records. Please provide the following information below.

Community Name: _____

Co-Owner(s) full name: _____

Unit Address: _____

Alternate address if not living in unit: _____

Home phone #: _____ Work #: _____

Cell #: _____ Email Address: _____

Vehicle Info: _____ License #: _____

Vehicle Info: _____ License #: _____

Emergency Contact:

Name: _____ Phone #: _____

Name: _____ Phone #: _____

Lease / Renter Information

Tenants full name: _____

Home phone #: _____ Work #: _____

Vehicle Info: _____ License #: _____

Vehicle Info: _____ License #: _____

Lease Date: _____ Term: _____

Has tenant reviewed and agreed to abide by the Master Deed & By-laws: ____yes ____no

Has tenant received a copy of the Rules and Regulations: ____yes ____no

A copy of the signed, approved lease/rental agreement must be submitted to the Board of Directors. Please return this form to:

**RTI Property Management
11750 Highland Road, Suite 500
Hartland, MI 48353**