

HOMEOWNERS ASSOCIATION CHANGE OF ADDRESS

Dear Homeowner,

In order to protect your family and property in case of emergency, it is imperative that the management company be able to reach you as quickly as possible. The Board of Directors believes and up-to-date (confidential) directory is essential in enabling immediate communication between owner, tenant, the Board and the management company.

Please complete the form below and return it to **Professional HOA Consultants, Inc.**, as soon as possible to: **8181 Mission Gorge Rd Suite E, San Diego, Ca 92120**. If you are a landlord, your tenant's information should be included as well. Please be assured that this information will be kept confidential and will only be available to the management company and the Board of Directors.

Your prompt attention to this matter is greatly appreciated.

Unit #: _____

Owner's Name: _____

Unit Address: _____

Home Phone: _____

Work Phone: _____

Emergency Phone: _____

Parking Stall # (s): ___ ___ ___

Cars parked within Association:

Model: _____ Color: _____ License: _____

Model: _____ Color: _____ License: _____

Model: _____ Color: _____ License: _____

IF YOU ARE RENTING YOUR PROPERTY, PLEASE COMPLETE THE FOLLOWING:

Owner's Billing Address: _____

Tenant's Name: _____

Tenant's Phone: _____

Parking Stall #(s): ___ ___ ___

Cars Parked within the Association:

Model: _____ Color: _____ License: _____

Model: _____ Color: _____ License: _____

Model: _____ Color: _____ License: _____

Signature _____