

**PARK VILLAS NORTH CONDOMINIUM ASSOCIATION**

**CONTACT INFORMATION FORM**  
**FOR DISTRIBUTION OF COMMON AREA KEYS/CARD**

**Onsite Homeowners:** Please complete this form. This information is needed to know how to contact you in the event of an emergency, and to identify vehicles. The information requested on this form is confidential and will be used for Association emergencies only and not disclosed to any other individual.

**Homeowners with Tenants:** Please complete your information, **sign below and deliver a copy to your tenant** for them to complete, giving them permission to receive any common area keys or gate cards on your behalf.

**OWNER INFORMATION:**

Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Owner Names (1) \_\_\_\_\_ (2) \_\_\_\_\_

Property Address \_\_\_\_\_ Unit # \_\_\_\_\_

Contact E-mail address: \_\_\_\_\_

Owner's  
Phone (h) \_\_\_\_\_ (w) \_\_\_\_\_ (c) \_\_\_\_\_

Owner(s)  
Off Site Mailing Address \_\_\_\_\_

**TENANT INFORMATION, IF UNIT IS NOT OCCUPIED BY OWNER:**

Occupants' Names and contact information

(1) \_\_\_\_\_ (2) \_\_\_\_\_

Phone \_\_\_\_\_ Phone \_\_\_\_\_ E-mail \_\_\_\_\_

**LEASING/ MANAGER** \_\_\_\_\_ Phone \_\_\_\_\_ E-mail \_\_\_\_\_

**Tenant / Renter has received a copy of the Rules & Regulations and agree to abide by them.**

**Tenants' Signatures** 1) \_\_\_\_\_ 2) \_\_\_\_\_

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

**DESCRIPTION OF VEHICLES PARKED REGULARLY BY OCCUPANT:**

Make of  
Vehicle 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Color  
Vehicle 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

License  
No. 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Parking space Number(s): \_\_\_\_\_

**Homeowner(s) signature:** \_\_\_\_\_

**Tenant(s) signature:** \_\_\_\_\_