VISTA LA JOLLA TOWNHOMES

OWNER INFORMATION FORM

PLEASE SUBMIT ANNUALLY BY JANUARY 1ST

ANY CHANGES IN OCCUPANCY MUST BE REPORTED TO MANAGEMENT WITHIN 15 DAYS

Owner Information

Property Address: _____

Homeowner Name(s): _____

Homeowner Telephone Number: _____

Home: _____ **Work:** _____ **Mobile:** _____

Homeowner Email Address: _____

Emergency Contact

Should there be an emergency at the unit and/or property and you are unable to be reached, please complete this section with the name & phone number of whom we may contact.

Name: _____ **Phone Number:** _____

Off-Site Owner Information

If your mailing address is different from the address above, please complete this section:

Off-Site Mailing Address: _____

City: _____ **State:** _____ **Zip:** _____

Tenant Information

If you have tenants residing in your unit, please complete the following section:

Tenant Names	Tenant Phone Numbers		
	Home	Work	Mobile
1			
2			
3			
4			

Vehicle Information

Please complete this section with you and/or your tenant's vehicle information

Vehicle Type	Year	Make/Model	Color	License #	State

Pet Information

Please complete this section with information on the pets residing at the unit.

Type of Pet	Breed	Color	Weight	License #	Date of Rabies Vaccination

I, the undersigned owner of the above unit address, hereby declare that only the occupants listed reside at these premises, that all information provided is correct and I agree to submit an updated form if resident status, contact information, pet or vehicle information changes.

Signature: _____ **Date:** _____

FAILURE TO COMPLETE THIS FORM AS DIRECTED IN THE RULES & REGULATIONS WILL RESULT IN BEING CALLED TO A HEARING IN FRONT OF THE BOARD OF DIRECTORS

Please complete and mail to: Vista La Jolla Townhomes
c/o Moonstone Management
1741 Eastlake Parkway
Suite 102, PMB 465
Chula Vista, CA 91915

Or email to: Sean@MoonstoneMC.com