

## RESIDENT FILE UPDATE

It is important that we keep everything current in our resident files.  
Please fill out this form and return to the office.

**UNIT #:** \_\_\_\_\_

**NAME or Names of Who is on the Deed:** \_\_\_\_\_

\_\_\_\_\_

**NAME OF PERSON on the VOTER CERTIFICATE:** \_\_\_\_\_

**Name** of each Person in Unit: \_\_\_\_\_

\_\_\_\_\_

**Phone #** of each person living in Unit: \_\_\_\_\_

\_\_\_\_\_

**Email** of each person living in Unit: \_\_\_\_\_

\_\_\_\_\_

**Emergency Contacts:** Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone#: \_\_\_\_\_

**Emergency Contacts:** Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone#: \_\_\_\_\_

**Secondary Address and Phone #** for Residents that do not live in Units year round.

Address: \_\_\_\_\_

Phone#: \_\_\_\_\_

Thank you,  
BOD and Office