

Laguna Nueva Homeowner Contact Information Form

In cases of Emergency; please provide the below required information to our HOA Management Company. It is important that all information given is accurate and kept up to date at all times.

Owner/Owners: _____

Address: _____ Bldg. # _____, Unit # _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

#1 Cell#: _____ Name: _____

#2 Cell# _____ Name: _____

Home/other Ph# _____ Name: _____

#1 Work# _____ Name: _____

#2 Work# _____ Name: _____

Relative Ph# _____ Name: _____

Email: _____ 2nd Email _____

Emergency Contact: _____ Phone: _____

I/we use our Home as: () Rental () Primary Home () Vacation

Renter Information for Emergency.

Renter/Renters Name: _____

#1 Cell#: _____ Name: _____

#2 Cell# _____ Name: _____

Home/other Ph# _____ Name: _____

#1 Work# _____ Name: _____

#2 Work# _____ Name: _____

Email: _____ 2nd Email _____

If you have a "Hide a Key" in your garage that CDM Management can use to enter your unit in an emergency, please indicate where they can find that key.

_____.

If you have a lock on your Unit door that requires a code to enter please give CDM Management, the code with instructions to use to enter your unit in and emergency.

_____.

Please email this completed form to cdmdebbie@earthlink.net or Fax to: 702 298-5863

*** By NOT RESPONDING; A Homeowner will assume the risk of being held financially responsible for damages incurred to HOA property and or neighboring units if the Homeowner cannot be contacted in a timely manner.**

NOTE: We recently had an emergency and had not been able to reach our homeowner. Therefore, a simple fix incurred greater damages. **Please make this a priority.**

Thank you,

CDM and Laguna Nueva HOA