



In accordance with the Community Handbook of Horizons, all Owners are required to provide a copy of the Governing Documents prior to the leasing of the Owner's Condominium(s). Any lease or rental agreement must be in writing between the parties and must state that the Lease is subject to the Governing Documents. Failure by the Owner to provide such Governing Documents shall be a breach under the Declaration.

CONFIDENTIAL OWNER/TENANT INFORMATION FORM

Please complete and return the following information to the Management Office

UNIT: _____ SOUTH or NORTH | OWNER or TENANT

RESIDENTS INFORMATION

FIRST NAME: _____
 LAST NAME: _____
 CELL PHONE: _____
 HOME/ALT PHONE: _____
 EMAIL: _____
 CALLBOX NUMBER CELL or HOME
EVACUATION ASSISTANCE YES or NO
 FIRST NAME: _____
 LAST NAME: _____
 CELL PHONE: _____
 HOME/ALT PHONE: _____
 EMAIL: _____
 CALLBOX NUMBER CELL or HOME
EVACUATION ASSISTANCE Yes or NO

***EVACUATION ASSISTANCE - By marking "Yes" you are requesting assistance from emergency response personnel to evacuate the building due to medical reasons.**

VEHICLE INFORMATION

	VEHICLE 1	VEHICLE 2
MAKE		
MODEL		
COLOR		
LICENSE PLATE		
PERMIT # (OFFICE)		

AUTHORIZED GUESTS

Please list those people who are to be granted access to the property without a prior call to your home (for example, family or domestic help). Please note that entry to the building will still require your guest to use the entry phone system or use a fob. Please file any future additions to this list with Management.

FIRST/LAST NAME	RELATIONSHIP
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Pursuant to the requirements of the Declaration as stated above, both owner and tenant, by signing below, acknowledge receipt of the Community Handbook.

DATE: _____ DATE: _____
 OWNERS NAME: _____ TENANTS NAME: _____
 OWNERS SIGNATURE: _____ TENANTS SIGNATURE: _____

OFFICE USE ONLY
 Management App
 Callbox
 Evacuation List