



ACCT. NO: 5090*_____

OWNER INFO CHANGE REQUEST FORM

Please complete and return this form to the address or fax at the bottom of this page. This will ensure that management has the correct information for contacting you regarding your property.

Community Name: MADERA ESTATES HOMEOWNERS' ASSOCIATION**Property Address:** _____**Homeowner's Name:** _____ **Co-owner's Name** _____**Tenant Name:** _____ **Tenant Telephone Number:** _____**Property Manager:** _____ **Manager Telephone Number:** _____

**Please note that ALL documents (statements, notices, etc.) will be sent directly to the OWNER. Duplicate notices will NOT be sent to a Property Manager. If owners prefer to have ALL documents (including statements) sent to their Property Manager, please indicate on the "Mailing Address" line.*

☐ **Please change my mailing address to:**_____
Mailing Address_____
City_____
State_____
Zip

Please indicate your contact numbers below, including which numbers should be utilized for non-Emergency situations and Emergency situations (one or both may be selected for any telephone number provided). This contact information will be utilized by management to notify you of situations within your community. Your association will communicate important information by email...we must have an active email address for your account.

OWNER'S CONTACT INFORMATION:**Email address:** _____**Home phone number:** _____ - _____ - _____ ☐ Non-Emergency ☐ Emergency**Cell phone number:** _____ - _____ - _____ ☐ Non-Emergency ☐ Emergency**Work phone number:** _____ - _____ - _____ ☐ Non-Emergency ☐ Emergency**Other phone number:** _____ - _____ - _____ ☐ Non-Emergency ☐ Emergency**990Owner's/Co-Owner's Signature:** _____ **Date:** _____

Mail to:
c/o Vantage Community Management
8290 - 28th Ct NE, Ste C
Lacey, WA 98516
Fax to: (360) 455-8253
Email to: mgmtadmin4@vantagecommunities.net