

COURTYARDS AT SPRINGVILLE CONDOMINIUMS

OWNER INFORMATION UPDATE

Return to: CMI 2105 SE 9th Avenue Portland, OR 97214, Attn: Erin Ashley
Phone: (503) 233-0300 Fax: (503) 233-8884 erina@communitymgmt.com

*Required Information

OWNER INFORMATION		
*Unit # _____	*Owner Occupied: [] Yes [] No	Include in Resident Directory: [] Yes [] No
*Owner name(s): _____		
Other occupants: _____		
*Mailing address: _____		
* Best phone: _____	Business phone: _____	
Cell: _____	Alternate cell: _____	
*Email: _____	Alternate email: _____	

*TENANT INFORMATION (IF RENTED)		
[Attach Rental/Lease Agreement]		
Note: Owners are responsible for insuring that their tenants have copies of all governing documents.		
List name(s) of all occupants: _____	_____	_____
_____	_____	_____
Home phone: _____	Business phone: _____	
Cell: _____	Email: _____	
Rental property management co. contact information (if applicable): _____		

EMERGENCY CONTACT INFORMATION		
(Other than occupant)		
Name: _____	Home Phone: _____	
Business Phone: _____	Cell: _____	
Email: _____	Ok to Release Key to Contact: [] Yes [] No	

CONTINUED ON REVERSE

***VEHICLE REGISTRATION**
[Automobiles and/or Motorcycles]

Make	Model	Year	Make	Model	Year
License # & State	Color		License # & State	Color	

***PET INFORMATION**

Pet #1:	Dog [] Cat []	
Breed:	_____	Color: _____
Name:	_____	License #: _____
Pet #2:	Dog [] Cat []	
Breed:	_____	Color: _____
Name:	_____	License #: _____
Pet #3:	Dog [] Cat []	
Breed:	_____	Color: _____
Name:	_____	License #: _____

***ADDITIONAL INFORMATION REGARDING UNIT**
