

CONTACT INFORMATION UPDATE

Review information contained on this form. Please complete where applicable. If information is not correct, please correct. Send this form back to:

The Highlander Group, Inc.
3080 Orchard Lake Road, Suite J
Keego Harbor, MI 48320
Office: 248.681.7883 - Fax: 248.682.2161 - Email: Info@highlandergroup.net

Owner Name And Address: _____

UnitID: _____

Unit Information

Unit Address: _____
City: _____ State: _____ Zip Code: _____
Home Phone: _____ Work Phone: _____
Cell Phone(s): _____ Email Address: _____
Mortgage Company: _____ Closing Date: _____
Address to which mortgage payments are sent: _____

Owner Vehicle Information:

Make	Model	Color	Car Year	License Number

Co-Owner Mailing Address and Information (If different than above):

Dates you receive mail at below address: From: _____ To: _____ Or Year Round? YES

Address: _____
City: _____ State: _____ Zip Code: _____

Note: If you are, or will be leasing your unit, please supply us with the renter's name, phone number and a copy of the lease agreement. We remind you that all leases must be approved by the Board of Directors prior to their execution. Please check your Bylaws for further rules and regulations.

Tenant Name(s) _____
Home Phone: _____ Work Phone: _____
Cell Phone(s): _____

Tenant Vehicle Information:

Make	Model	Color	Car Year	License Number

DURING AN EMERGENCY SITUATION WHERE THE OWNER/TENANT CANNOT BE REACHED. THE FOLLOWING PEOPLE HAVE A KEY AND CAN PROVIDE ACCESS TO THE UNIT:

Name: _____ Cell Phone: _____
Home Phone: _____ Work Phone: _____
Name: _____ Cell Phone: _____
Home Phone: _____ Work Phone: _____

Do we have your permission to publish your phone number in any directory published for the co-owners? YES NO