

**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.  
2878 Orchard Lake Road, First Floor  
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