

**Country Club Vista Homeowners Association**

**OWNER/TENANT INFORMATION SHEET**

*Please complete this form so we may contact you in case of an emergency & issue parking permits*

DATE \_\_\_\_\_

PROPERTY ADDRESS \_\_\_\_\_

HOMEOWNER NAME (S) \_\_\_\_\_

RESIDENT NAME (S) \_\_\_\_\_

HOMEOWNER MAILING ADDRESS (IF DIFFERENT FROM ABOVE):  
\_\_\_\_\_

DAY PHONE \_\_\_\_\_ EVENING PHONE \_\_\_\_\_

HOMEOWNER E-MAIL ADDRESS: \_\_\_\_\_

PLEASE INDICATE WHICH APPLIES TO YOUR ADDRESS: \_\_\_\_\_ Rental \_\_\_\_\_ Owner occupied\*

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**Tenant Information**

NUMBER OF TENANTS \_\_\_\_\_ TENANT MOVE-IN DATE \_\_\_\_\_

NAMES OF EACH RESIDENT: \_\_\_\_\_  
\_\_\_\_\_

TENANT DAY PHONE \_\_\_\_\_ EVENING PHONE \_\_\_\_\_

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**Resident Vehicle Information**

VEHICLE INFORMATION: MAKE MODEL YEAR LICENSE PLATE NO.

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***I have received a copy of the HOA Rules.***

**OWNER/TENANT SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_

RETURN TO: ASSOCIATION COMMUNICATIONS INC.

3732 Mt. Diablo Blvd. #395, Lafayette, CA 94549 or Fax to: (925) 283-4907

*Any time there is a change in your unit occupancy or vehicle you must complete this form and attach a copy of the existing lease & registration . When transferring vehicles please be sure to remove the permit and place in the new vehicle.*

*For questions please contact Association Communications Inc. at (925) 283-4900 or go to the association's website*

[www.countryclubvista.org](http://www.countryclubvista.org)

**FOR MANAGEMENT USE ONLY:**

Quantity of permits issued: \_\_\_\_\_ Permit Numbers: \_\_\_\_\_