

COLBY EAST HOMEOWNERS ASSOCIATION, INC.

HOMEOWNERS QUESTIONNAIRE

Dear Colby East Homeowner:

We have had the need to contact homeowners relative to needed repairs to their units, for emergency purposes, or to follow up on miscellaneous service requests. In an attempt to update our records and to more efficiently manage the Colby East property, the Board of Directors has requested that each homeowner supply us with the attached information at your earliest convenience.

Please take a moment and provide us with this information so that we may better serve the needs of the community. Please return this information in the enclosed self-addressed envelope.

Thank you for your cooperation. Should you have any questions, please feel free to contact me at (585) 424-1540.

Sincerely,

Hans Rozestraten
Portfolio Manager, as Agent
Colby East Homeowners Association, Inc.

HR/gh
Enclosures

**COLBY EAST HOMEOWNERS ASSOCIATION, INC.
HOMEOWNER QUESTIONNAIRE**

Please return questionnaire within 10 days.

Kenrick Corporation
3495 Winton Place, D-4, Rochester, NY 14623
585-424-1540 www.kenrickfirst.com

1. Owners names (as appear on deed):

2. Unit address: _____

Mailing address (if different from above):

3. Phone numbers for all occupants (for *internal* use only):

Home # : _____ Cell # : _____
Other # : _____ Other # : _____

4. E-mail Address(es): _____

5. Number of occupants (_____) and names of occupants living in unit:

6. Emergency Contact: _____ Phone # : _____

Emergency Contact Email Address: _____

7. Vehicle Information (all must be licensed):

Make: _____ Model: _____ Color: _____ Plate#: _____
Make: _____ Model: _____ Color: _____ Plate#: _____
Make: _____ Model: _____ Color: _____ Plate#: _____

8. Pets (Type, Color, Age, Weight – maximum of 2 – Cats and Dogs Only): _____

9. If this is a rental unit, please list names of all tenants as shown on your lease:

10. Term of Lease: From: _____ To: _____

Thank you for your cooperation in filing out this questionnaire.
It is greatly appreciated.