

The Summit at Woodcliff Association

HOMEOWNERS QUESTIONNAIRE

Dear Summit at Woodcliff Homeowner:

We are requesting homeowner contact information in the event we need to contact you relative to needed repairs, emergency purposes, or to follow up on miscellaneous service requests. The Board of Managers is requesting 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 424-1540.

Sincerely,

Tiffany Harrell

Tiffany Harrell
Property Manager, as Agent for
The Summit at Woodcliff Association, Inc

**The Summit at Woodcliff
HOMEOWNER QUESTIONNAIRE**

1. Owner Name (as it appears on the deed) _____

2. Unit address: _____

Mailing address (if different from above) _____

Phone #1: _____

Phone #2: _____

Emergency #: _____

Email Address: _____

(Information is kept confidential and for our use only)

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

_____	_____
_____	_____
_____	_____
_____	_____

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

_____	_____
_____	_____
_____	_____

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

6. Vehicle Information:

Make: _____ Model: _____ License #: _____

Make: _____ Model: _____ License #: _____

Make: _____ Model: _____ License #: _____

6. Number and type of pets in unit: Cats _____ Dogs _____

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