

SUNRISE MOUNTAIN RIDGE HOME OWNERS ASSOCIATION

Resident Information and Emergency Contact Form

Sunrise Mountain Ridge Homeowners Association (SMR HOA) maintains a database of all residents. The database includes information needed for all HOA mailings including our Directory, Newsletter, dues assessment notices and emergency contacts. Your input is protected and used only for SMR HOA purposes.

Names:

SMR Address:

Primary Phone:

Email addresses (max of 2): email 1 _____

email 2 _____

Cell Phone (and other) Numbers (max of 2): phone 1 _____; phone 2 _____

DIRECTORY

We publish a Directory for use by the residents. Please indicate your preference for listings:

List primary phone number in the directory? _____ YES; _____ NO

List email addresses in the directory? Email 1: _____ YES; _____ NO; Email 2: _____ YES; _____ NO

List other (cell) phone numbers in the directory? Phone 1: _____ YES; _____ NO; Phone 2: _____ YES; _____ NO

MAILING INFORMATION

Where do you want your SMR-related mail delivered? We will send HOA official mail to only one address for the entire year. Any seasonal forwarding is your responsibility.

Some residents want dues notices (only) sent to a professional services firm or trustee. If so, please provide the address.

Name:

Address:

Email delivery of the monthly SMR HOA newsletter is standard. Do you need a paper copy sent by regular mail? ___ Yes; ___ No

EMERGENCY CONTACT INFORMATION

Water streaming from under your front door or your irrigation line failed or a personal emergency arises.

Whom should we contact? Contacts can include handyman/yardman, relatives or anyone who has a key to your home. List as many contacts as you would like. Please also include your seasonal address unless it is your preferred mailing address.

RENTAL INFORMATION

If you rent or lease your SMR property on a long-term basis, please provide the following information and update as required:

Contact information for the property manager, if managed, which can be helpful in an emergency:

Names of people living in the SMR residence:

When completed, please submit this form to:

SMR HOA, 4474 N. Trocha Alegre, Tucson, AZ 85750-6367

Or you can send a copy of the form to smr_data_update@smrhoa.com

Date submitted: _____

Draft revision 9/11/2014