

8181 Mission Gorge Road, Suite E  
San Diego, CA 92120-1600

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**HOMEOWNER CONTACT INFORMATION**

Dear Homeowner,

Due to recent changes in the Civil Code, homeowner lists are available to any owner within a Homeowners Association who requests them. However, your privacy is important to us, and we would like to give you the opportunity to make the choice regarding the sharing of your information. **All contact information that is currently in our files is available to other owners upon request.** In order to opt out of sharing that information, please fill out this form and check the box at the bottom of the page. The form should be returned to the management office as soon as possible.

In order to protect your family and property in case of emergency, it is imperative that the management company be able to reach you as quickly as possible. The Board of Directors believes an up-to-date (confidential) directory is essential in enabling immediate communication between Owner, Tenant, The Board and Professional HOA Consultants, Inc.

Please complete the form below and return it as soon as possible to Professional HOA Consultants, Inc. at 8181 Mission Gorge Road, Suite E, San Diego, CA 92120. If you are a landlord, your tenant's information should be included as well. Please be assured that this information will be kept confidential and will only be available to Professional HOA Consultants, Inc. and the Board of Directors. Your prompt attention to this matter is appreciated.

Association Name: \_\_\_\_\_ Account #: \_\_\_\_\_

Owner Name(s): \_\_\_\_\_

Physical Address: \_\_\_\_\_

Mailing address if different: \_\_\_\_\_

E-Mail Address(s): \_\_\_\_\_

Home phone(s): \_\_\_\_\_ Cell phone(s): \_\_\_\_\_

Employer(s): \_\_\_\_\_ Work phone(s): \_\_\_\_\_

Cars parking within association:

Model: \_\_\_\_\_ Color: \_\_\_\_\_ License: \_\_\_\_\_

Model: \_\_\_\_\_ Color: \_\_\_\_\_ License: \_\_\_\_\_

If you are renting your property out, please complete the following:

Tenant Name: \_\_\_\_\_ Primary Phone: \_\_\_\_\_

Tenant Name: \_\_\_\_\_ Primary Phone: \_\_\_\_\_

**Please do NOT share my contact information.**

If you have opted out of sharing information, this will remain in effect until the owner otherwise notifies the Association in writing.

Signature(s) \_\_\_\_\_

Date \_\_\_\_\_