



360 Community Management

10769 Woodside Avenue, Suite 210
Santee, Ca 92071

Office: (619) 270-7360 Web: www.360hoa.com



HOMEOWNER CONTACT INFORMATION REQUIRED BY CALIFORNIA CIVIL CODE

Dear Homeowner,

Per the California 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 on the back of this page. The form should be returned to the management office as soon as possible.

Additionally, due to 2017 changes in the California Civil Code, homeowners are **required on an annual basis**, to provide written notice to the Association of the address to which notices from the Association are to be delivered, any secondary mailing address, any legal representative and whether the unit is owner occupied or rented.

Per California Civil Code, if this form, containing the above noted information, is not returned, the information below will be deemed the correct mailing address and information. If you have any changes, please complete the form on the back of this page and return it to the management office.

Please complete the form on the reverse side and return it to 360 Community Management at the address above, or send in a scanned copy via email to update@360hoa.com. If your unit is rented, your tenant's information should be included as well. If you check the box on the back of the page, please be assured that this information will be kept confidential and will only be available to 360 Community Management and the Board of Directors. Your prompt attention to this matter will be appreciated.

The Homeowner's information is for the following property:

Association Name:	
Account #:	
Owner Name:	
HOA Unit Address:	

Please see reverse for additional information!



Please review the Homeowner's information currently on file.

- If information needs to be updated, please write the new information in the blank box to the right. Then sign and date the bottom.
- If all information is correct, please leave everything blank. Then sign and date the bottom.

Current Information on file	Information should be updated to
Mailing Address:	
Secondary Address:	
Email(s):	
Home Phone:	
Cell Phone:	
Employer:	
Work Phone:	
Owner lives:	
Tenant(s) Name:	
Tenant(s) Phone:	
Legal Representative, if any:	
Legal Representative's Phone & Email:	
Opt out:	<input type="checkbox"/> YES, please do NOT share my contact information. <i>(If you have opted out of sharing information, this will remain in effect until the owner otherwise notifies the Association in writing.)</i>

Signature (required)

Date