

# AWAY OR HERE / RESIDENT INFORMATION FORM

2-14-14

(THIS FORM IS TO BE COMPLETED WHETHER A YEAR ROUND OR PART TIME RESIDENT)

LOT # \_\_\_\_\_ Owner's Name \_\_\_\_\_ Contact phone # (\_\_\_\_) \_\_\_\_\_

La Casa Address \_\_\_\_\_ E Mail \_\_\_\_\_

Please complete the following information for the Office.

1. Person(s) to notify in case of emergency (other than spouse or caretaker)  
(SOMEONE WHO CAN GET IN TOUCH WITH YOU IF WE CANNOT REACH YOU)

a) Name \_\_\_\_\_ Contact Phone # \_\_\_\_\_

b) Name \_\_\_\_\_ Contact Phone # \_\_\_\_\_

## 2. If you are planning to be away for 30 days or more complete the following:

a) Dates you will be away. FROM: \_\_\_\_\_ TO \_\_\_\_\_

b) Mailing address while you are away: ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ CONTACT PHONE # \_\_\_\_\_

### MUST HAVE A EXTERIOR CARETAKER

*Exterior Caretaker of your La Casa home (yard maintenance, weeds, dead landscaping, mold etc.)*

**We will not notify your Caretaker, We will contact the homeowner.**

*We also recommend you have an interior Caretaker for checking inside your home (power outage, storms etc.).*

The Rules & Regulations (VIII-MAINTENANCE-No.1) read that if a home becomes unsightly, Park Management will give 14 day notice to the resident and caretaker that maintenance is needed. If needed maintenance is not done within the 14 day period, park management will arrange for such work to be done by an outside licensed contractor as reasonably necessary to prevent the property from detracting from the appearance of the premises. Such work will be at the expense of the home owner.

I agree to the above statement,

Homeowners Signature \_\_\_\_\_ Contact Phone# \_\_\_\_\_

Exterior Caretakers Signature \_\_\_\_\_ Contact Phone # \_\_\_\_\_

Interior Caretaker Signature \_\_\_\_\_ Contact Phone # \_\_\_\_\_