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*"Your community is in our hands."*

## **Homeowner Information Sheet**

### **Regency Villas Homeowners Association**

This is general information needed by your Homeowner Association to make sure any and all correspondence is mailed to the correct address. For those of you who rent your units, please provide contact numbers for your management company to enable us to reach someone in case of an emergency.

***REMEMBER: IT IS YOUR RESPONSIBILITY AS A HOMEOWNER TO KEEP YOUR CONTACT INFORMATION CURRENT.***

Please take a few minutes and fill this form out. It will be filed in your personal file at our office. You may mail/drop it off to our office at 3107 Evans Street, Ste. B, Greenville, NC 27834. Or E-mail it to our Receptionist at: [receptionhoa@gmail.com](mailto:receptionhoa@gmail.com)

Homeowner Name: \_\_\_\_\_

Spouse/Co-Owner Name: \_\_\_\_\_

Owner's Mailing Address: \_\_\_\_\_

Homeowner Phone Number: (H) \_\_\_\_\_ (C) \_\_\_\_\_

Spouse/Co-Owner Phone Number: (H) \_\_\_\_\_ (C) \_\_\_\_\_

Homeowner Email: \_\_\_\_\_

Spouse/Co-Owner Email: \_\_\_\_\_

Emergency Contact/Number: \_\_\_\_\_