

FULL CIRCLE HOA MANAGEMENT

560 Mountain Village Blvd., Suite 102B, Granita Building, Mountain Village, CO 81435
Telephone: (970) 369-1428 Facsimile: (970) 369-1429
Mail@FullCircleHOA.Com

OWNER CONTACT INFORMATION

Record Owner(s)

(Print your name/entity exactly as it appears on your deed)

(If the owner is a business entity or trust, then list names of authorized persons)

**For more than one owner, please fill out additional forms.
Please mail or fax us a copy of the deed showing your ownership.**

Unit _____ Change Current Owner Information

Association _____ New Owner

Billing Address _____

Office Phone _____ Home Phone _____

Cell Phone _____ Facsimile _____

Telluride Phone _____ Other Phone _____

Email _____

By providing an email address, I give the association permission to share my email address with other association members and to send me association related information via email.

In addition, I authorize the following (please INITIAL all that apply):

_____ I authorize use of my email address for formal owner notices in lieu of mailing

_____ I authorize use of my email address for association invoices in lieu of mailing

Your association requires all owners to provide Full Circle either:

- 1) a unit key, which Full Circle will keep in a locked box in its offices and use solely for emergency access, or**
- 2) contact information of a unit manager who is available 24/7 to give Full Circle immediate access in the event of an emergency**

Unit Manager _____ Telephone _____
Contact Name _____ Cell Phone _____
Email _____ Facsimile _____

If you have a tenant, then please provide the tenant's contact information.

Tenant Name _____
Tenant Address _____

Office Phone _____ Home Phone _____
Cell Phone _____ Facsimile _____
Email _____

Owner Signature _____

Date _____