

STEEPLE CHASE CONDOMINIUM II OWNERS' ASSOCIATION, INC.



OWNER/TENANT INFORMATION

In accordance with Ohio Revised Code 5311.09(A)(2), each Unit Owner shall provide the following information to the Association within thirty (30) days of title transfer. Additionally, any change in the information shall be provided to the Association within thirty (30) days of said change. Further, when requested by the Board of Directors, a Unit Owner shall verify or update the information.

OWNER INFORMATION:

OWNER'S NAME(S): _____

UNIT ADDRESS: _____ EMAIL: _____

BILLING ADDRESS: _____
(If different from unit address)

HOME PHONE: _____ CELL: _____ WORK: _____

OTHER OCCUPANT IN UNIT: _____ RELATIONSHIP: _____

OTHER OCCUPANT IN UNIT: _____ RELATIONSHIP: _____

TENANT INFORMATION (IF APPLICABLE):

TENANT'S NAME: _____

OCCUPANCY DATE: _____ LEASE EXPIRATION DATE: _____

PRIMARY PHONE: _____ SECONDARY PHONE #: _____

OTHER OCCUPANT'S NAME: _____ RELATIONSHIP: _____

OTHER OCCUPANT'S NAME: _____ RELATIONSHIP: _____

The following information, though not required by Ohio Revised Code, is necessary in order to protect your property, possessions and that of all of our owners in the most effective manner:

PET(S) 1) Dog: _____ Cat: _____ Type (Breed): _____ Color(s): _____

2) Dog: _____ Cat: _____ Type (Breed): _____ Color(s): _____

If none, check here.

VEHICLE 1) Make & Model _____ COLOR: _____ LICENSE # _____

2) Make & Model _____ COLOR: _____ LICENSE # _____

3) Make & Model _____ COLOR: _____ LICENSE # _____

If none, check here.

EMERGENCY CONTACT NAME: _____ PHONE: _____

Must be able to provide access to your unit in a true emergency (e.g., a fire, water leak, etc.)

Please complete this form in entirety to prevent the Association from re-requesting this information. Providing partial or no information within 30 days of receipt may result in the Board taking action to elicit compliance of the request for information. Thank you in advance for your timely response.