

**Oakmont Condominium Association**

**Date:** \_\_\_ / \_\_\_ / \_\_\_

If you are an owner and live on-site, please fill out the top portion of this form. **If you are an owner and live off-site, please fill out the top portion of this form and have your tenants fill out the bottom portion.** Remember to include a copy of the lease with this form. This form will be kept confidential and is used by the management company and the Board of Directors for the association's records, insurance coverage, and for emergency reasons only.

Name(s) to be on Account: \_\_\_\_\_

Oakmont Address: \_\_\_\_\_

Mailing Address: (If different from above) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Move in Date: \_\_\_\_\_

Home Phone #: \_\_\_\_\_

Cell Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Email address: \_\_\_\_\_

Name: \_\_\_\_\_ Place of Employment: \_\_\_\_\_

Work Phone #: \_\_\_\_\_

Name: \_\_\_\_\_ Place of Employment: \_\_\_\_\_

Work Phone #: \_\_\_\_\_

\*\*Winter Address: (If applicable) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone No: \_\_\_\_\_ Email: \_\_\_\_\_

\*\* Please contact our office when you wish to change to/from your winter address\*\*

Vehicles:

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Plate # \_\_\_\_\_

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Plate # \_\_\_\_\_

Person to contact in case of an emergency: \_\_\_\_\_

Phone #: \_\_\_\_\_

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Tenant(s) Name: \_\_\_\_\_

Lease Start date: \_\_\_\_\_ Lease End Date: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Daytime Phone #: \_\_\_\_\_

Cell Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Vehicles:

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Plate # \_\_\_\_\_

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Plate # \_\_\_\_\_

**Reminder: If rented please include a copy of lease & check the Rules & Regs for Move-in Guidelines.**

**Mail to: Keller Properties, Inc, 1895 County Road E, White Bear Lake, MN 55110**