

Fair Woods HOA
RESIDENT INFORMATION FORM

To ensure the most current information is on file, unit owners/residents are periodically requested to provide contact and resident information. To this end, please take a moment to complete and return this form at your earliest convenience. Current information is essential to ensure that owners/residents can be reached as quickly as possible during emergencies.

(PLEASE TYPE OR PRINT CLEARLY)

Property Address _____

General Information

Unit Owner Name #1		Unit Street Address	
Home Phone		Work Phone	
Cell Phone		Email Address	

Unit Owner Name #2			
Home Phone		Work Phone	
Cell Phone		Email Address	

Tenant Information, if applicable (submit attachment if more than two tenants):

Tenant Name #1		Cell Phone	
Home Phone		Email Address	

Tenant Name #2		Cell Phone	
Home Phone		Email Address	

If there is an emergency at my house and I am not available, please contact this person:

Name		Cell Phone	
Home Phone		Email Address	

Vehicle Information (attach separate sheet if more than two vehicles are housed in the community):

Vehicle #1		Year	
Make/Model			
Color		Tag	

Vehicle #1		Year	
Make/Model			
Color		Tag	

Please return by mail, fax or email to Rosewood Management:
3900 Jermantown Road, Suite 470
Fairfax, Virginia 22030
Fax 703-536-8105
Email ataylor@rosewoodmcs.com

For Office Use Only

Date Received: _____ Updated By: _____