



CONTACT INFORMATION FORM

Please return this information using a method listed below:

1. **Email:** nichole.drsproperty@gmail.com
2. **Mail:** DRS Property Management, Inc, PO Box 633, Auburn CA 95604

Help us maintain accurate homeowner records by filling out the information below. Your correct mailing address ensures timely billing and correspondence. Providing an e-mail address allows for rapid and paperless communications from the Association only (we will never sell or distribute your e-mail address). Please also include an emergency contact for use in the event of a major emergency at your residence.

General Information

ASSOCIATION:	Property Address:
Owner Name (1):	Property City/State/Zip:
Owner Name (2):	Mailing Address:*
Phone Number:	Mailing City/State/Zip:
Alternate Phone Number:	E-mail Address:
<i>*If different than property address</i>	

Vehicle Information

Year/Make/Model:	License Number:
Year/Make/Model:	License Number:
Year/Make/Model:	License Number:

If you lease your property, please complete the following

Tenants Name(s):	Property Manager Name:
Tenant(s) Phone Number:	Property Manager Phone:
Tenant(s) E-mail:	Property Manager E-mail:
Lease Start/End Date:	
Tenant Make of Vehicle(s)	Tenant License Plate #(s):

Print:

Sign:

Date:

Thank you for verifying your contact information. If you have any questions please do not hesitate to contact us at your convenience at (530) 888-1398 or at drspropertymanagement@gmail.com

*Sincerely,
Your Management Team ~ DRS Property Management, Inc.*