

GAY & ROBINSON, INC.

2025 ANNUAL TENANT HOUSING UPDATE FORM

TENANT:

BANGO:

DATE:

CELL #*:

HOME
PHONE:

HOUSE #:

EMAIL ADDRESS:

Village:

MAILING ADDRESS:

CITY:

ZIP CODE:

EMPLOYER:

WORK PHONE:

EMERGENCY CONTACT NAME & PHONE NUMBER:

OF DOGS _____ # OF CATS _____ CELL PHONE # TO RECEIVE G&R TEXT NOTIFICATIONS:

NAME	PHONE	BIRTHDATE	RELATIONSHIP TO TENANT	NAME OF EMPLOYER
		__ / __ / __	Self	
		__ / __ / __		
		__ / __ / __		
		__ / __ / __		
		__ / __ / __		
		__ / __ / __		

The following vehicles are kept at the property and have the current BLUE/WHITE parking permit sticker for 2025-2026:

OWNER	MAKE	MODEL	YEAR	COLOR	LICENSE PLATE

I AGREE TO ABIDE BY THE HOUSE RULES AND HEREBY CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE.

HEAD OF HOUSEHOLD TO SIGN HERE: →

THE ABOVE TENANT AGREES TO THE FOLLOWING:

Rents are due on the 1st of the month. An 8% late fee will be charged for payments over 10 days late. The Tenant will be charged an additional amount of \$30 for each N.S.F. check returned.

The Head of Household is responsible to provide 28-day's notice for any move-outs. Additional residents must go through a screening process and be approved by management **PRIOR** to moving in. HOH's children 18-26 years old must provide proof of full time enrollment in school every semester (by Feb 1st & Sep 1st) or will be charged additional rent.

Failure to comply with Gay & Robinson, Inc. "Rules for Tenants & Occupants of Company Houses" (referred to as "House Rules") may result in the eviction of the Tenant and/or residents of the house. A copy of the "Rules" are available by mail or pick-up at the Main Office, and are subject to change without notice.

*Tenant notices are provided via text messages. Each house shall provide a cell # to the Main office to receive notices.

CURRENT MONTHLY PAYMENT SCHEDULE (FILLED IN BY OFFICE)

BASIC HOUSE RENT: _____

TOTAL ADDITIONAL RENTS: _____

TIPPING FEE: _____

WATER: _____

TOTAL DUE PER MONTH: _____

Approved by: _____

2025

Tenant is required to complete this form at the beginning of the calendar year even if the information remains the same from the previous year.