



### Tenant Registration Form

This form is required from the owner of the unit – please send to [management@benderpm.com](mailto:management@benderpm.com) once complete. For any questions regarding this tenant registration form, please call your manager at 214-549-8865. Prior to filling out this form, all homeowners must have written approval from the HOA to lease their property. Please make sure the following documents are provided to management upon Lease Execution:

\_\_\_\_\_: A copy of your executed lease

\_\_\_\_\_: A copy of this form filled out and signed by the homeowner

Leasing your unit without prior approval from your HOA may result in fining, loss of voting membership, or liens placed against your home.

#### **Type of Request:**

☐ I am registering a new tenant

☐ I am adding a tenant to an existing lease

#### **Owner Information:**

Community Name: \_\_\_\_\_

Address & Unit Number: \_\_\_\_\_

Owner Full Name: \_\_\_\_\_

Alternate mailing address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

#### **Lease Information:**

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

1. Tenant Name \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email \_\_\_\_\_ Emergency Contact: \_\_\_\_\_

Vehicle Information: Make/Model/License Plate #: \_\_\_\_\_

2. Tenant Name \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email \_\_\_\_\_ Emergency Contact: \_\_\_\_\_

Vehicle Information: Make/Model/License Plate #: \_\_\_\_\_

3. Tenant Name \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email \_\_\_\_\_ Emergency Contact: \_\_\_\_\_

Vehicle Information: Make/Model/License Plate #: \_\_\_\_\_

Pet Information: \_\_\_\_\_

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_