

OVERLAKE
INFORMATION FORM

(Please Print All Information)

UNIT #: _____

Owner 1: _____ Telephone #1 (C): _____
Owner 2: _____ Telephone #2 (C): _____

Mailing Address: _____ Telephone # (H): _____

Pursuant to 27A V.S.A § 3-121(a), I/We being all of the unit owner(s) designate the following email address(es) as an acceptable method of providing notice from the Association to the above unit until further notice.

Yes No

E-mail Address (Primary): _____
E-mail Address (Secondary): _____

Emergency Contact: _____ Telephone # (C): _____
Telephone # (H): _____

Is there insurance coverage for the dwelling/interior of the Unit? Yes No

Company: _____ Agent's Name: _____
Phone #: _____ Policy # _____

Vehicle(s) Registered to Owner:

	Make	Model	Color	Plate	State	Year
1.	_____	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____	_____

Are there any pets residing within unit? Yes No

** Cats and Dogs in South Burlington need to be registered with the City.**

License #: _____ Name: _____ Breed: _____ Cat Dog

License #: _____ Name: _____ Breed: _____ Cat Dog

Signature (s) of Owner(s): _____ Date: _____
_____ Date: _____

RENTAL INFORMATION

Is your Unit Leased? Yes No
If Yes: Lease Term: _____ Expiration Date: _____

PLEASE PROVIDE A COPY OF YOUR LEASE TO APPLETREE BAY PROPERTY MANAGEMENT

Occupant (s) _____

Tenant Mailing Address: _____

City: _____ State: _____ Zip: _____

Tenant 1 Telephone # (H) _____ Tenant 2 Telephone # (H) _____

Tenant 1 Telephone # (C) _____ Tenant 2 Telephone # (C) _____

Tenant 1 Telephone # (W) _____ Tenant 2 Telephone # (W) _____

Tenant 1 Email: _____ Tenant 2 Email: _____

Does your unit have a Rental Manager? Yes No

If Yes: Manager Name: _____

Manager Phone: _____

Manager Email: _____

Has a copy of the Associations' Bylaws been supplied to your tenant(s) Yes No

Does your lease require your tenant(s) read and abide by the Associations' Rules? Yes No

Does your tenant have renter's insurance? Yes No

Please email Appletree Bay Property Management the declarations page to their policy

Company: _____ Agent's Name: _____

Phone #: _____ Policy #: _____

TENANT'S VEHICLE INFORMATION

Make **Model** **Color** **Plate** **State** **Year**

1. _____

2. _____