

SUNLAND VILLAGE EAST ADDRESS-OF-RECORD FORM

Form date: 10/31/2018

Please complete this form to ensure you receive all SVE HOA correspondence in a timely manner at an address of your choice, (election ballots, annual dues invoice, ACC notifications, etc) to avoid delays and the cost of duplicate mailings.

This form will be maintained in your homeowners file in the HOA office. If your mailing address should change, please complete a new form and turn it into the office.

Note: Please use the US Postal Service or other mail forwarding services, friends or neighbors to forward any and all mail between your residences so you receive your mail in a timely manner. Canadians: US Postal Service forwards First Class mail to Canada.

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I want all mail from the SVE HOA Office sent to the following address.

I understand that if I fail to keep this Address of Record current and my annual dues invoice, ACC notifications, etc do not reach me I may be liable for late charges and other costs.

My **SVE Residence** Address: _____

Until further written and signed notice from me,

Please send all mail to: Address: _____

City: _____ State or Province: _____

Zip or Postal Code: _____

Phone Number: _____

Owner's Signature: _____

Owner's Printed Name: _____

Date: _____