

CLIFFS ON THE POINT II CONDOMINIUM ASSOCIATION

C/O Casa Bella Property Management
850 N. Crooks • Suite-100
Clawson, MI 48017
Phone (248) 655-1500

To comply with the by-laws of the Association, as a member of your Condominium Association, it is necessary that you provide the following information in order to properly update the Association records

Do you have a copy of the Master Deed and By-Laws of – Cliffs On The Point II85088 Condominium Association?
Yes No (Circle One)

Co-Owner (s) Name: _____

Unit Address: _____ Unit # _____

Home Phone #: _____ Work Phone #: _____ E-Mail: _____

Person to contact in case of an emergency that has access to your Home/Unit:

Name: _____ Phone: _____

Name: _____ Phone: _____
Additional Emergency Contact: _____

PROPER LEASE/RENT INFORMATION

Please note that if you are considering leasing your unit, you should refer to the Master Deed and By-laws of your Association for the proper rent/lease procedure. Your tenant **m u s t** be made aware of and abide by the rules and regulations of the community. Once both the Co-owner and tenant sign a lease, a copy must be submitted to the Board of Directors for record purposes. If you are currently renting or leasing your unit, please submit a copy of the signed lease and complete the following information:

Owner Name/Address: _____

Tenant Name: _____

Tenant Home Phone #: _____ Tenant Work Phone #: _____

Lease Inception Date: _____ Term: _____
Has Tenant reviewed and agreed to abide by Master Deed and By-laws:

Thank you in advance for your time to complete this mandatory form as set forth in your Association Documents.

Co-Owner Signature: _____ Date: _____

Co-Owner Signature: _____ Date: _____