

THIRD CHERRY CREEK TOWNHOUSE CORPORATION

Owner/Tenant Profile Sheet

Please fill in this form completely and return to Realty One Property Management with 14 days. This information will help us in handling Association Business, contacting owners and residents in case of emergency, scheduling work in the community and identification. This information is **not shared** and used only by the Association. Please print or type information. We appreciate your cooperation.

UNIT ADDRESS: _____
NAME OF OWNER: _____
Owner's Home Phone: _____ Cell Phone: _____
Owner's Work Phone: _____ E-Mail: _____
Mailing Address
(if different from above): _____

WHEN PROPERTY IS LEASED OR RENTED. (Note: HOA regulations prohibit leases/rentals for 30 days or less)

Start Date of Lease _____
Lessee/Renter #1 Name: _____
Lessee/Renter #2 Name: _____
Excluding the above, Number of: _____ Adults _____ Children living in the home
Lessee/Renter #1 Phone: _____ E-mail: _____
Lessee/Renter #2 Phone: _____ E-Mail: _____

If Applicable: Name, address and phone of owner's property manager for this unit:

OWNER STATEMENT: This lease agreement (if applicable) is in compliance with the governing documents of the Association and the laws of the City and County of Denver. I have provided the tenant with copies of the Rules and Regulations and have informed the tenant that the lease is subject to the provisions of the Rules and Regulations and the Governing Documents. It is the owner's responsibility to notify the association when changing tenants.

Signature of Owner _____ Date _____

LESSEE/RENTER ACKNOWLEDGEMENT: I understand that my lease/rental agreement is subject to the provisions of the Rules and Regulations of the Governing Documents of Third Cherry Creek Townhouse Corp. Failure to comply with these rules may lead to warnings, fines or early termination of the Lease Agreement.

Signature of Lessee/Renter #1 _____ Date _____ Signature of Lessee/Renter #2 _____ Date _____

Key parking information: For each new lease, the Association will certify with the owner and new occupant the number of exclusive parking spaces associated with the address listed above. (Depending on the layout of the property, all units have two exclusive spaces while others may have more.) This certification will help all parties understand parking in the complex, as outlined in the Governing Documents. If a tenant has more cars than they have exclusive parking spaces, they must park along public streets, E. Oxford Drive and E. Nassau Ave. **Tenants cannot park in guest lots or in neighbor's parking spaces. Parking in fire lanes will result in immediate towing.**

AUTOMOBILES that will be parked regularly in designated spaces:

Make	License #	Color	Year
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PETS must be in compliance with Denver and HOA regulations:

Dog _____ Breed _____ Color _____ Rabies Tag # _____
Cat _____ Breed _____ Color _____ Rabies Tag # _____

In case of emergency notify:

**Please mail this completed form to: Realty One Property Management Co. Phone (303) 834-0311
Incomplete forms will be returned to the owner for missing information to be supplied.**

**For additional information, call or e-mail Jim Robson, Property Manager, at (303) 834-0311 or jrobson@realtyonepropmgmt.com
For additional information, visit the Association's web site: www.cherrycreek3.com.**

ADDITIONAL INFORMATION MAY BE PLACED on the back side of this page.