



Blue Horizon Management Company

# Association Homeowner Information Form

**RECOMMENDED - Complete This Form Online: [www.bluehorizonmanagement.com/forms](http://www.bluehorizonmanagement.com/forms)**

Dear Homeowner(s),

To provide you with quality service (and in case of an emergency), we kindly ask for your contact and unit resident information. This information will be held in strict confidence and will not be shared with any 3<sup>rd</sup> party.

Completion Options:

1. Online: <http://www.bluehorizonmanagement.com/forms>  
-OR-
2. Offline: Fill & Mail to *Blue Horizon Management Co., 2020 Alameda Padre Serra, Suite 220, Santa Barbara, CA 93103*

## Unit Information

Association Name:	
Unit Address:	
Mailing Address <i>(if different):</i>	

Unit Status: <i>(check all applicable statuses)</i>	<input type="checkbox"/> Owner-Occupied, Full-Time <input type="checkbox"/> Owner-Occupied, Part-Time (i.e., vacation home) <input type="checkbox"/> Rented, Entire Unit <input type="checkbox"/> Rented, Partial Unit (i.e., room rented) <input type="checkbox"/> Other: _____
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## Legal Homeowner Information

<p><i>(Required)</i> <b>Select One (1) Primary Contact</b></p> <p style="text-align: center;"></p>	<p><i>Please list the persons or entities who are financially responsible for this unit.</i></p> <p><i>On the left-hand column, select one (1) entity who will be the Priority Contact on this account. The Primary Contact will receive monthly statements, Association mailers, and will be the first party contacted for any issues by Blue Horizon Management Company.</i></p> <p><i>On the right-hand column, select line items that you would like <u>excluded</u> from the published Association Homeowner Directory. By default, all (unchecked) items are included in the directory, which can be distributed to the membership.</i></p>	<p><i>(Optional)</i> <b>Select Items to Exclude from the Association's Homeowner Directory</b></p> <p style="text-align: center;"></p>	
<b>Legal Homeowner #1</b>			
<input type="checkbox"/>	Name of Owner:		<input type="checkbox"/>
	Company Name:		<input type="checkbox"/>
	Cell Phone:		<input type="checkbox"/>
	Home Phone:		<input type="checkbox"/>
	Work Phone:		<input type="checkbox"/>
	E-Mail:		<input type="checkbox"/>
<b>Legal Homeowner #2</b>			
<input type="checkbox"/>	Name:		<input type="checkbox"/>
	Company Name:		<input type="checkbox"/>
	Cell Phone:		<input type="checkbox"/>
	Home Phone:		<input type="checkbox"/>
	Work Phone:		<input type="checkbox"/>
	E-Mail:		<input type="checkbox"/>
<b>Other Legal Contact/Representative</b>			
<input type="checkbox"/>	Name:		<input type="checkbox"/>
	Cell Phone:		<input type="checkbox"/>
	Other Phone:		<input type="checkbox"/>
	E-Mail:		<input type="checkbox"/>
	Address:		<input type="checkbox"/>
	Relationship to Owner(s):	<input type="checkbox"/> Property Manager <input type="checkbox"/> Power of Attorney <input type="checkbox"/> Executor of Trust <input type="checkbox"/> Other: <hr style="width: 100%;"/>	<p><b><u>REQUIRED:</u></b></p> <p>Please Attach Evidence of Authority (Management Agreement, Trust, POA, etc.)</p>

## Other Occupancy Information

*Please list the non-owner occupants of this unit.*

	Non-Owner Occupant #1	Non-Owner Occupant #2	Non-Owner Occupant #3
Name:			
Move-In Date:			
Relation to Owner:			
Cell Phone:			
Home Phone:			
Office Phone:			
E-Mail:			

### Emergency Contact

Name:	
Address:	
Phone:	
Relation to Owner:	

### Pets

Name:	
Type/Breed:	
Weight:	
Name:	
Type/Breed:	
Weight:	

## Vehicle Information

*Please list resident vehicles that will be parking in the complex. Listing vehicles below is not a substitute for obtaining any necessary parking permits as set for in your Association's Governing Documents and/or Rules & Regulations.*

	Vehicle #1	Vehicle #2	Vehicle #3
Make/Model:			
Color:			
License Plate #:			
Space or Permit # <i>(If Applicable):</i>			

This form must be signed to be accepted. By signing below, I confirm that:  
I am a legal Homeowner, or a legal Representative, of this unit and the information provided on this form is accurate.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**Blue Horizon Management Company**  
**E-Mail Authorization for Distribution of Association Documents**

**RECOMMENDED - Complete This Form Online: [www.bluehorizonmanagement.com/forms](http://www.bluehorizonmanagement.com/forms)**

We are pleased to offer e-mail distribution services for your Association. By signing up for e-mail distribution, not only are you going **green** and saving trees, but you are saving the Association substantial expenses of copying, postage, and supplies, ultimately keeping Association costs and assessments down.

**Please Make One (1) Selection:**

I **Consent** for E-Mail Delivery, and agree to the following terms:

- Monthly Statements will be sent via e-mail.
- As allowed by law, Association documents will be sent via e-mail.
- Only one e-mail address will be accepted per unit address.
- The delivery of any notices, disclosures, and documents is complete at the time of e-mail transmission.
- Per law, some documents are always required to be delivered by U.S. Mail, regardless of e-mail consent.

I **Decline** E-Mail Delivery, and agree to the following terms:

- Monthly Statements will be sent via U.S. Mail.
- Association documents required by law to be delivered via U.S. Mail will be delivered via U.S. Mail.
- Some Association communication and documents do not have their delivery methods regulated by law, and thus may be sent via any expeditious method, including electronic delivery, regardless of e-mail consent. For example, management may e-mail and text the Association regarding an emergency water leak in progress, regardless of e-mail consent. Electronically sent communications and documents may not be received by the homeowner if no electronic addresses are on file.

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

Printed Owner Name: \_\_\_\_\_

Address within HOA: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**If you are not completing this form online, you may mail this completed & signed form to:  
Blue Horizon Management Company, 2020 Alameda Padre Serra, Suite 220, Santa Barbara, CA 93103**

**Notes:**

- To change your electronic authorization preference, or change your e-mail address, please fill out and resend this form to Blue Horizon Management Company with your updated selections (also available at [www.bluehorizonmanagement.com/forms](http://www.bluehorizonmanagement.com/forms)).
- Regardless of your e-mail consent selection, you have the right to request documents at any time.
  - Viewing documents is free at 2020 Alameda Padre Serra, Suite 220, Santa Barbara, CA 93103.
  - Printing and mailing costs will be charged.