

HOLLYHILLS OWNERS ASSOCIATION

19200 Hollyhills Dr. NE
Bothell, WA 98011
Phone 425-483-1661
hollyhillsoffice@gmail.com

RESIDENT/EMERGENCY INFORMATION FORM

Property Address: _____

To be filled in by HOA
Division/Lot: _____

The information on this form is needed for Association records and in the event, there is a problem at your residence (ex. a fire, break-in, or some other emergency) and we need to get in contact with you immediately. For the Emergency Contact, you may choose to list yourself, your property management company (if rented) or a responsible third-party as your designated emergency contact. **PLEASE return to above address.** Emergency information will go into your property file and can only be accessed by the Clubhouse Manager, Office Assistant and the HOA Board Members.

Property Owner Information: (as recorded with King County)

Name: _____ Phone: _____ Email: _____

Name: _____ Phone: _____ Email: _____

Address if different than above: _____

Please list any other adults living in household: _____

Emergency Contact Information:

Name: _____ Phone: _____ Relationship: _____

Per RCW 64.38.045 (2) the Association must maintain a list of property owners and occupants but will not publish your phone number or email without your permission.

Permission to Publish Phone Number/Email in the Association Member Directory. YES NO

Hollyhills welcomes all living in our community and would like to keep up to date on those that rent within Hollyhills. Please fill out the current information on any tenants, and **remember to keep us informed of any changes.** Also, if your tenant would like to serve on one of Hollyhills Standing Committees, please contact us for a Non-Affiliate Form.

Renter Information (If Applicable):

Name: _____ Phone: _____ Email: _____

Name: _____ Phone: _____ Email: _____

Dates of lease: _____

Renter Emergency Contact Information:

Name: _____ Phone: _____ Relationship: _____