

# MILESTONE HOA

## HOMEOWNERS OF MILESTONE HOA

**Emergency** situations occasionally arise that require contacting the unit owner or the \*tenant immediately. It is very important to have the correct information on hand.

**Property Address:** \_\_\_\_\_ **LOT#** \_\_\_\_\_

We need your help in updating our files. Please fill in the information below and return it to the Management Office as soon as possible.

\_\_\_\_\_  
**Print Owner Name**

\_\_\_\_\_  
**Mailing/Billing Address (if different than GH Property Address)**

\_\_\_\_\_  
**Home Phone**

\_\_\_\_\_  
**Work Phone**

\_\_\_\_\_  
**Cell Phone**

\_\_\_\_\_  
**Print Owner E-Mail**

\_\_\_\_\_  
**Print Emergency Contact Name**

\_\_\_\_\_  
**Emergency Contact Phone Number(s)**

\_\_\_\_\_  
**Print Tenant Name**

\_\_\_\_\_  
**Print Tenant E-mail**

\_\_\_\_\_  
**Tenant - Home Phone**

\_\_\_\_\_  
**Tenant - Work Phone**

\_\_\_\_\_  
**Tenant - Cell Phone**

\_\_\_\_\_  
**Print Emergency Contact Name**

\_\_\_\_\_  
**Emergency Contact Phone Number(s)**

**\*The BOARD requires that you provide the Management Co. with emergency contact information for both you and your tenant (if applicable) and updated as needed. The signed lease (if applicable) must contain a statement that the tenant agrees to abide by ALL rules and regulations of the Association.**

\_\_\_ ML \_\_\_/\_\_\_/\_\_\_  
\_\_\_ VMS \_\_\_/\_\_\_/\_\_\_  
\_\_\_ HOA \_\_\_/\_\_\_/\_\_\_

*Please return completed form within 10 days of receipt:*  
**AMV-FPM LLC dba FLANNERY PROPERTY MANAGEMENT COMPANY**  
**9408 Grant Avenue, Suite 201, Manassas, Virginia 20110**  
**TEL 703-330-3433 FAX to 703-330-3323 OR Email: LY@flannerypm.com**