

# HIGH TIDE

## ASSOCIATES

Real Estate Services • Brokerage • Regime & Association Property Management

## Retreat at Grande Oaks Owners' Association

DEAR HOMEOWNER,

IN ORDER FOR US TO BE MORE EFFECTIVE IN MANAGING YOUR PROPERTY, THE FOLLOWING INFORMATION IS REQUIRED;

OWNER NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

UNIT #: \_\_\_\_\_

PHONE #: (HOME) \_\_\_\_\_

(CELL) \_\_\_\_\_

(WORK) \_\_\_\_\_

E-MAIL: \_\_\_\_\_

EMERGENCY CONTACT: (NAME) \_\_\_\_\_

(PHONE) \_\_\_\_\_

1. DO YOU LIVE IN UNIT? Y N

2. DO YOU RENT OUT YOUR UNIT? Y N

3. IF YES, DO YOU MANAGE IT YOURSELF? Y N

4. IF NO, WHO IS YOUR AGENT? \_\_\_\_\_

MANAGEMENT CO.? \_\_\_\_\_

TELEPHONE #: \_\_\_\_\_

PLEASE COMPLETE AND RETURN THIS FORM AS SOON AS YOU CAN.

THANK YOU

David Wells

Property Manager

843.686.2241 ext. 104

E-mail – David@hightideassociates.com

Office Hours -- Monday – Friday 9 am – 4 pm

P.O. Box 7665 – Hilton Head Island, SC 29938

Fountain Center

55 New Orleans Road, Suite 211

Hilton Head Island, SC 29928