

**KING JAMES COURT CONDOMINIUM ASSOCIATION
ATLANTIC HIGHLANDS, NEW JERSEY 07716**

Managing Agent:
The Regency Management Group, LLC.
Professional Management
P.O. Box 588
Howell, NJ 07731
(732) 364-5900

CONFIDENTIAL RESIDENT INFORMATION

Please assist the Association in maintaining accurate records for your home. Since the information that you provide will be used to compute assessment credits, charges, and adjustments, it is important that this form be updated on an annual basis or any time there is a substantial change in any of the data. The management office will maintain all records on behalf of the Association, and only changes submitted in writing will be considered valid.

OWNER(S) OF RECORD: _____ TODAY'S DATE: _____

E-Mail Address: _____

OTHER MEMBERS OF HOUSEHOLD: _____

FIREPLACE: ____ YES ____ NO CLOSING DATE: _____

ADDRESS OF UNIT: _____

MAILING ADDRESS: _____

PHONE: (H): _____ (W): _____

(C): _____

PERSON TO CONTACT IN AN EMERGENCY: _____
(NAME/PHONE NUMBER)

TENANT NAME: _____ DATE OF LEASE: _____

TENANT PHONE NUMBER: _____

LIST ANY OTHER INFORMATION YOU WOULD LIKE MANAGEMENT TO MAINTAIN ON
FILE (E.G.) GARAGE NUMBER/SPACE NUMBER:

DO YOU HAVE A PET? IF SO PLEASE TELL US ABOUT IT.

**PLEASE RETURN THIS FORM TO THE MANAGEMENT OFFICE AS SOON AS POSSIBLE
VIA FACSIMILE: 732.905.8606 OR
EMAIL: JGARITO@REGENCYMANAGEMENTGROUP.BIZ**