



Rio Bravo Community Association Owners

Regarding: Owner Requirement to Update Contact Information and Property Status

Dear Owner:

You are hereby notified pursuant to California Civil Code § 4041 to provide an ANNUAL update to your contact information and property status, such as whether you are the owner-occupier, the property is rented out, the parcel is developed but vacant, or if the parcel is undeveloped land. Property owners are required to complete applicable sections below and return to Rio Bravo Community Association.

Owner(s) Name:	
Property Address:	
Mailing Address (if different from property):	
E-mail Address:	
Please specify property status:	
<input type="checkbox"/> Owner Occupied <input type="checkbox"/> Tenant related to Owner – Relationship: _____	
<input type="checkbox"/> Tenant Occupied <input type="checkbox"/> Unoccupied	
LEGAL REP. /AGENT/ PROPERTY MANAGER Information (if applicable)	
Company:	Agent(s):
Mailing Address:	
E-mail Address:	
Telephone Number:	
TENANT Information (if applicable)	
Occupant Name(s):	
Lease Contract – Effective Date	Expiration Date
E-mail Address:	
Telephone Number:	