

**OWNER DIRECTORY FORM**

In the past, we have experienced emergency situations, which have made us aware of the critical need for a current list of names and telephone numbers of owners and renters at each community. Please fill out the form below and return it to Sequoia Management Company, Inc. so that we may have this information on file. This information is not for publication – it will only be used by Sequoia Management Company, Inc. and the association to contact you.

---

**COMMUNITY NAME:** \_\_\_\_\_

**OWNER(S) NAME:** \_\_\_\_\_

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

**MAILING ADDRESS (IF OTHER THAN HOME ADDRESS):** \_\_\_\_\_

**PHONE NUMBERS: HOME** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_

**TENANT INFORMATION (IF APPLICABLE)**

**NAME(S):** \_\_\_\_\_

**PHONE NUMBERS HOME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**PLEASE MAIL TO:**  
Sequoia Management Company, Inc.  
13998 Parkeast Circle  
Chantilly, VA 20151  
Fax (703) 968-0936  
[abarnedo@sequoiamanagement.com](mailto:abarnedo@sequoiamanagement.com)