

**EAST STRATFORD RESIDENTIAL COMMUNITY ASSOCIATION
SEQUOIA MANAGEMENT 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 This information is not for publication; it will only be used by Sequoia Management Company, Inc. and the Association to contact you.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 _____ WORK _____ CELL _____

EMAIL ADDRESS: _____

TENANT INFORMATION (IF APPLICABLE)

(This is especially helpful to management as we usually do not receive the tenant's information from the landlord, especially for safety issues or concerns that may arise.)

NAME(S): _____

PHONE NUMBERS: HOME _____ WORK _____ CELL _____

SIGNATURE: _____ DATE: _____

PLEASE MAIL TO:
Shannon Cook or Genel Clark
Sequoia Management Company, Inc.
13998 Parkeast Circle
Chantilly, VA 20151
Fax (703) 968-0936

shannon@sequoiamgmt.com or gclark@sequoiamgmt.com