

HOA Resident Emergency Information Sheet

Please complete this form to ensure the Homeowners Association has up-to-date contact information in the event of an emergency. This information is kept confidential.

1. Property Information

Property Street Address:

Unit / Lot Number:

Occupancy Status (Owner occupied / Tenant occupied / Vacant):

2. Resident Information

Resident 1 (Primary Contact)

Full Name:

Phone Number:

Email Address:

Resident 2

Full Name:

Phone Number:

Email Address:

3. Off-Site Emergency Contacts

Please list individuals to contact if you cannot be reached in an emergency.

Primary Emergency Contact

Full Name:

Relationship to Resident:

Phone Number:

Secondary Emergency Contact

Full Name:

Relationship to Resident:

Phone Number:

4. Vehicle Information

List any vehicles permanently parked at the property.

Vehicle 1 (Make, Model, Color, License Plate):

Vehicle 2 (Make, Model, Color, License Plate):

5. Pet Information

Do you have pets? (Yes / No):

Pet Description (Type, Breed, Name, Color):

6. Special Instructions & Notes

Please list any critical information emergency responders or the HOA board should know (e.g., medical conditions, mobility issues, gas shut-off location, key holder location):

7. Date of Completion

Date: