



Sancerre at Newport Ridge Maintenance Association
Owner Notice Disclosure (Civil Code section 4041)

California law requires Owners in a community association to provide the following information to the association on an annual basis. If the below contact information has changed, please complete and return this form to Keystone Pacific Property Management, LLC at the address shown below or email the completed form to forms@keystonepacific.com no later than December 31st.

Owners Name \_\_\_\_\_

Property Address \_\_\_\_\_

Owner Phone # \_\_\_\_\_ Owner Email \_\_\_\_\_

\*ITEMS 1-6 NEED TO BE COMPLETED. IF NOT APPLICABLE, PLEASE INDICATE N/A

1. Address or Addresses to which notices from the association are to be delivered:
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

2. Any alternate or secondary address to which notices from the association are to be delivered:
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

3. The name and address of your legal representative, if any, including any person with power of attorney or other person who can be contacted in the event of your extended absence from your property:
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

4. Your property is (please check one): Owner occupied Rented out

If your property is rented out, please provide the following information:

Name of Tenant(s): \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

5. Is your property developed, but vacant (please check one)?: Yes No

6. Is your property undeveloped land? Yes No

Please return this form to:
Sancerre at Newport Ridge Maintenance Association
c/o Keystone Pacific Property Management, LLC
16775 Von Karman Ave, Suite 100, Irvine, CA 92606