

# HERITAGE TOWNHOMES OWNER REGISTRATION FORM

TO BE COMPLETED BY PROPERTY OWNER OR AUTHORIZED REPRESENTATIVE

**Please only complete the following form if this will be your primary residence or weekend home. If this will be a rental, a separate tenant registration form must be completed.**

## OWNER CONTACT INFORMATION

HOA Address: \_\_\_\_\_  
Street

Owner Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street

City State Zip Code

Owner E-mail Address(es): \_\_\_\_\_

**HOA Communications are sent by e-mail only unless required by governing documents or law.**

Cell Phone #(s): \_\_\_\_\_ Alternate Phone #(s): \_\_\_\_\_

Emergency Contact if you cannot be reached:

Name: \_\_\_\_\_ Phone #(s): \_\_\_\_\_

(Please check one of the following) Will this be your:

\_\_\_\_ Primary Residence \_\_\_\_ Weekend Home

## I UNDERSTAND THAT:

- I am responsible for complying with all HOA governing documents.
- I must provide a current, unexpired copy of my homeowners insurance for my property in Heritage Townhomes and continue to do so with each policy renewal.
- I must provide a complete tenant registration form for all leases and subsequent renewals if my property becomes be a rental.

Car Information (Optional):

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_ Tag #: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_ Tag #: \_\_\_\_\_

Owner or Authorized Representative Signature:

\_\_\_\_\_

**Please complete, sign, and return to Association Services BCS:**

By MAIL or IN PERSON: 1701 Southwest Pkwy Ste 209 College Station, TX 77840

By EMAIL: [help@associationservicesbcs.com](mailto:help@associationservicesbcs.com)