

2019 forms that need to be returned to the office

Attached are Two Forms that need to be filled out & returned to the office even if there are no changes from last year. These forms are the Home Owners INFO / Rental Info and the Cross Connection and Backflow Control.

To return to us you can: Mail, Drop in office/drop off box, Email (timberlinerim@gmail.com) or Fax – 503-622-1018

Information is confidential and used only by Timberline Rim

2019 Home Owners Info / Rental INFO

Section 1: Used for billing and Emergency: **This section is required**

- **Help cut down costs and Go paperless:** please check if you want your statements emailed or send via regular mail. Even if you don't want your Statements emailed and you have an email address please enter as this is another way to communicate for an emergency & how we send out the newsletter.
- Mark if Full time Residence, Part Time or Rental, **if you marked Rental please fill in SECTION 2.**

Section 2: Only required if you marked Rental in Section 1:

- Mark long Term or Nightly –
 - a. long term: Please fill out Renters Name, Phone & Property Manager (if managed by a rental company)
 - b. Nightly: Make sure the property manager info is filled out , if managed by owner just put your name or say Owner
- Mark what privilege you want your Renter to have (**Nightly rentals are excluded from renting lodge**)
- Mark who gets the Activity Card, if not marked will automatically go to owner, and will not be given to the renter or Prop. Mgmt.
- Signature needed: no pool/lodge privileges will be granted to Tenants or Renters unless signed by the owner

Cross Connection & Backflow Control

This forms needs to be filled for the Water Company records every year regardless if you filled one out the prior year.