

# McEver Woods

McEver Woods Homeowners Association  
4130 McEver Woods Drive  
Acworth, GA 30101  
mceverwoods@gmail.com  
www.mceverwoods.com

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## Owner / Resident Information Form

The McEver Woods HOA uses emails, mailings, social media and/or phone calls to notify residents about emergency / important information, scheduled maintenance activities, social events, outside agency inspections, scheduled utility interruptions, etc. To ensure you receive emergency notifications as well as other important announcements and information, it is vital that we have current contact information for you and your family on file.

**As per Section 13. Notice of Sale, Lease or Acquisition of the HOA Covenants, all new residents must complete this form and return it. It is also the responsibility of all residents to keep us updated on any changes; this can be done by downloading a new form from our web site; [www.mceverwoods.com](http://www.mceverwoods.com).**

Please complete the attached Owner / Resident Information Form at your earliest convenience and return to the HOA by placing it in the HOA mailbox located on the street by the pool or send it to [mceverwoods@gmail.com](mailto:mceverwoods@gmail.com).

Closing Date: \_\_\_\_\_ Lot # \_\_\_\_\_

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

Owner / Resident 1:

Name \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Owner / Resident 2:

Name \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address(if different than Address the property address):

\_\_\_\_\_

\_\_\_\_\_

City, State, Zip Code

Check one:

Main Residence       2<sup>nd</sup> Home       Rental (provide tenant information below)

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

Tenant Phone: \_\_\_\_\_ Tenant Email: \_\_\_\_\_

Tenant Move in Date: \_\_\_\_\_

Misc. / Notes:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature (Owner): \_\_\_\_\_ Date: \_\_\_\_\_