

HAWTHORN VILLAGE HOMEOWNERS ASSOCIATION, INC.

FOR ACCOUNTING PURPOSES ONLY

HOMEOWNER INFORMATION: Address _____

DATE SENT: _____ DATE RECEIVED: _____

Homeowner(s) Name: _____
Last/First/Middle Last/First/Middle

c/o: _____

Mailing Address (if other than unit #): _____

City _____ State _____ Zip _____ County _____

Home# _____ Work# _____ E-Mail _____

Emergency Contact: _____ Phone# _____

TENANT INFORMATION: Unit# _____

Tenant(s) Name: _____

Home# _____ Work# _____

Emergency Contact: _____ Phone# _____

Please complete all the above information and return to:

Hawthorn Village Homeowners Association, Inc.
PO Box 20461 ~ Oklahoma City, OK 73156
Or Fax to: 405-752-4403

YOUR INFORMATION WILL NOT BE SHARED

MBRE CHECKLIST

Accounting:

_____	Update Sage 50	_____	New Owner Welcome Letter
_____	Update Annual Roster		
_____	Update WP Address List		
_____	File		