

**Northglen Homeowners Association, Inc.  
Membership Update Form**

Property Address: \_\_\_\_\_ Change Effective Date: \_\_\_\_\_

Owner(s) of Record: \_\_\_\_\_

Owner Mailing Address: \_\_\_\_\_

Owner Phone: \_\_\_\_\_ Owner email: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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**Tenant / Non-Owner Occupants  
Emergency Contact Form**

Lease: From \_\_\_\_\_ to \_\_\_\_\_

Lessee 1: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Lessee 2: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Lessee 3: \_\_\_\_\_ Phone: \_\_\_\_\_

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

List all adults 18 years or older who are not listed above and will reside at the address:

Name 1: \_\_\_\_\_ Phone: \_\_\_\_\_

Name 2: \_\_\_\_\_ Phone: \_\_\_\_\_

Name 3: \_\_\_\_\_ Phone: \_\_\_\_\_

How many children, under 18, will reside at the address? \_\_\_\_\_

Animals residing at the address:

Name 1: \_\_\_\_\_ Breed/description: \_\_\_\_\_

Name 2: \_\_\_\_\_ Breed/description: \_\_\_\_\_

**VEHICLES MAY NOT BE PARKED IN THE STREET AND COMMERCIAL VEHICLES AND TRAILERS ARE PROHIBITED AT NORTHGLEN.**

List Vehicles belonging to residents at this address:

Registered Owner 1: \_\_\_\_\_ License Plate: \_\_\_\_\_

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

Registered Owner 2: \_\_\_\_\_ License Plate: \_\_\_\_\_

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

Registered Owner 3: \_\_\_\_\_ License Plate: \_\_\_\_\_

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

All residents and their Guests are subject to the Governing Documents of Northglen Homeowners Association. I/We understand that we and the owners are responsible for any violations of the Association's governing documents.

Lessee / Occupant Signature 1: \_\_\_\_\_ Date: \_\_\_\_\_

Lessee / Occupant Signature 2: \_\_\_\_\_ Date: \_\_\_\_\_

Lessee / Occupant Signature 3: \_\_\_\_\_ Date: \_\_\_\_\_

**Return completed form and copy of lease to:**

**Northglen Homeowners Association, Inc.  
c/o The CAM Team, Inc.  
2233 Park Avenue, Suite 103  
Orange Park, FL 32073  
Fax: 904-638-1435  
Email: [Northglen@thecamteam.com](mailto:Northglen@thecamteam.com)**

**RULES AND REGULATIONS**

**SECTION F – RENTING OR LEASING**

Homeowners who desire to rent or lease their homes will be governed as follows:

1. A homeowner may not lease or rent his home, without filing an **Emergency Contact Form** of the new Tenants with the Board or the management company.
2. The Association, or the management company must have a copy of **the current Rental or Lease Agreement**.
3. It is the **Owner's responsibility** to furnish the Renter or Lessee with **a full copy of Northglen's Governing Documents**.
4. **The Association has the right to evict any habitual offender of the Governing Documents and to terminate any rental/lease agreement.**

Governing documents of Northglen Homeowners Assn., Inc. including the Declaration of Covenants, Conditions & Restrictions, Articles of Incorporation, Bylaws and Rules & Regulations may be found at [Northglen.org](http://Northglen.org)