



Assurance Realty & Property Management

3320 Clays Mill Road, #108, Lexington, KY 40503 859-296-4663
email: ann.wesley7@gmail.com

Information Update Sheet (2022)

Assurance Realty

Unit # _____ Has your Contact Information Changed? Yes ___ No _____

Owners Name: _____ Spouse _____

Owners Mailing Address _____

Owners Contact Phone Numbers:

Home: _____ Cell: _____ Work _____

Place of employment _____

Email Address: _____

Vehicle Make/Model/Year: _____ License Plate _____

Vehicle Make/Model/Year: _____ License Plate _____

How do you prefer to be contacted? ()Phone ()Email ()Text

Current Pool Card (s) Code #1 _____ #2 _____ #3 _____

Is you condo currently leased or occupied by someone other than yourself?

()Yes ()No If Yes, please provide the information below:

(Include copy of Lease agreement and Renters Insurance Certification)

Occupant(s) Name: _____

Phone: _____ Email: _____

Vehicle Make/Model/Year: _____ License Plate _____

Occupant(s) Name: _____

Phone: _____ Email: _____

Vehicle Make/Model/Year: _____ License Plate _____

Occupant(s) Name: _____

Phone: _____ Email: _____

Vehicle Make/Model/Year: _____ License Plate _____

Mandatory:

Have you provided an updated key to management?

()Yes ()No If no, please provide a key to management with the return of this form. In addition, please attach a copy of your Home Owners insurance.

Access keys are to be used only in the event of an emergency or at your request.