Woodbrook
Townhouses Owners Association
Bozeman, MT 59715

Unit Occupancy Form

All residents of Woodbrook, owners and renters, are asked to complete the Association's Occupancy Form within one week of occupying a unit. The form must be signed by all resident(s) or occupant(s) over the age of 18. It is in the best interest of all residents to abide by this policy, which is put in place to ensure safety of residents in the case of an emergency in their unit or a neighboring unit, as well as preserving the quality of life in the community by having each resident acknowledge receipt and review of Association By-Laws, Covenants, and Rules and Regulations. If any changes to the occupants occur, the new occupants must complete and sign an updated form for that unit.

PLEASE NOTE: **Information in this form will only be used in cases of emergency**. Your information will not be shared outside the Woodbrook Board of Directors and Management. Information about children and pets are *only* intended to provide information to emergency responders, if ever a need were to occur.

For owners of leased units: It is the responsibility of the unit owner to obtain the completed form with signatures from renters of their unit and submit the document to the Residential Manager within one week of a signed lease.
_____

By signing this form, I hereby acknowledge that I have reviewed the By-Laws, Covenants, and Rules and Regulations of the Woodbrook Townhouse Association and will abide by all the provisions contained therein.

Address of unit: _____

Date of occupancy or lease:_____

Duration of lease (if, applicable): _____

Name and age of any children below the age of 18 residing in the unit:

_____

Name and type of pet(s): _____

Emergency Name and Contact Phone Number:

_____

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#1
Resident Signature _____

Printed name _____

Vehicle: Make/Model/Color:_____

License plate # : _____

Phone:_____ **email:**_____

#2
Resident Signature _____

Printed name _____

Vehicle: Make/Model/Color:_____

License plate # : _____

Phone:_____ **email:**_____

#3
Resident Signature _____

Printed name _____

Vehicle: Make/Model/Color:_____

License plate # : _____

Phone:_____ **email:**_____

#4
Resident Signature _____

Printed name _____

Vehicle: Make/Model/Color:_____

License plate # : _____

Phone:_____ **email:**_____