

---

**HACIENDA CARMEL COMMUNITY ASSOCIATION**  
1000 Hacienda Carmel Carmel, California 93923-7949  
Telephone (831) 624 - 8261 • Fax (831) 625 - 7805 • www.haciendacarmel.org

---

**OCCUPANCY INFORMATION & AGREEMENT BY OWNER(S)**

**Property Information:**

Purchase of unit # \_\_\_\_\_ Name of Realtor & Agency \_\_\_\_\_

Expected close of escrow date \_\_\_\_\_ Expected move-in date \_\_\_\_\_

Residency at Hacienda Carmel will be: \_\_\_\_ primary home \_\_\_\_ secondary home.

Residency at Hacienda Carmel is expected to be: \_\_\_\_\_ months per year.

---

**Occupant(s) Information:** *(Please use additional sheet if more than two occupants)*

Name \_\_\_\_\_ Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Last First M.I.

Current or past occupation \_\_\_\_\_ Work phone \_\_\_\_\_

Email address \_\_\_\_\_ Cell phone \_\_\_\_\_

Name \_\_\_\_\_ Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Last First M.I.

Current or past occupation \_\_\_\_\_ Work phone \_\_\_\_\_

Email address \_\_\_\_\_ Cell phone \_\_\_\_\_

---

Current home address \_\_\_\_\_  
Street City State Zip

Home phone \_\_\_\_\_ Years at this address \_\_\_\_\_ Own \_\_\_\_ Rent \_\_\_\_

Do you have any pets? Yes \_\_\_\_ No \_\_\_\_ (If yes, please describe below)

\_\_\_\_\_  
\_\_\_\_\_

# OCCUPANCY INFORMATION & AGREEMENT BY OWNER(S)

---

## Friends living at Hacienda Carmel:

_____	_____	_____	_____
Name	Unit #	Name	Unit #
_____	_____	_____	_____
Name	Unit #	Name	Unit #

---

## Personal References:

_____	_____	_____
Name	Address	Phone
_____	_____	_____
Name	Address	Phone

---

It is important to note that the Association cannot be responsible for the personal or medical care of residents. For that reason it is requested that you provide the following information so that in the event of an emergency the appropriate individuals can be contacted by Hacienda staff. This information is maintained in a secure, confidential manner.

## Emergency Contact(s):

_____	_____	_____
Name	Address	Phone
_____	_____	_____
Name	Address	Phone

---

## Additional Information: *(Please feel free to share any additional information you feel may be pertinent)*

---

---

---

## Understanding of Financial Obligations & Acknowledgement of Governing Documents:

By signing and submitting this document, I/We signify an understanding of the financial obligations associated with ownership in a condominium including but not limited to the assessment of monthly maintenance fees and other charges as may be accrued by the owner(s) on a monthly basis. It is further understood that monthly maintenance fees may increase year-to-year as determined by the Hacienda Carmel Board of Directors.

I/We also acknowledge that all residents of Hacienda Carmel Community Association are governed by a set of documents established in conjunction with the California Civil Code including By-Laws, Covenants Conditions & Restrictions (CC&R's), Ground Rules, Architectural Rules and other written policies. By signing and submitting this document, I/We agree to abide by these governing documents and acknowledge receipt of these documents.

_____	_____	_____
Owner signature	Owner signature	Date

---

Date Form Received \_\_\_\_\_ Date of Orientation Meeting \_\_\_\_\_ By \_\_\_\_\_