

LONG TERM RENTER / CONTACT INFO:
HOW MAY WE CONTACT YOU? (page 1)
& EMERGENCY PREPAREDNESS (page 2)



The Sea Ranch Association

LONG TERM RENTER: How May We Contact You?

If you are a long term renter of a home in The Sea Ranch, The Sea Ranch Association encourages you to provide us with your contact information while you reside here. This is in addition to the information that we maintain for The Sea Ranch member/owner of the Sea Ranch property. We ask that you notify the Association immediately when tenancy status changes so that we may update our information database.

please print clearly:

<u>Long Term Renter Name(s)</u>	<u>Rental Period</u> From _____ To _____ / _____ Please Inform us if this changes	<u>UBL(s) of TSR Rental Property</u> <u>Unit</u> <u>Block</u> <u>Lot</u>
<u>Owner of TSR Rental Property:</u>	<u>TSR Rental Property Address</u>	

Rented: directly with TSR Property Owner Or through this Rental Agency: _____

CONTACTS LONG TERM RENTER	PHONE NUMBERS / EMAIL ADDRESS LONG TERM RENTER	NAME (If Individual)	Priority (*E)
Sea Ranch Home Phone			1 (*E)
Alternate Home Phone			
Email Address 1			
Email Address 2			
Cell Phone 1			
Cell Phone 2			
Business Phone 1			
Business Phone 2			
Home Fax			
Business Fax			
Cell Phone Text Message 1 <i>(*for Emergency Message System)</i>			
Cell Phone Text Message 2 <i>(*for Emergency Message System)</i>			

(*E) You may prioritize your contacts for Emergency Message System except for 'Priority 1', your Sea Ranch phone #.

Your contact info will be added to The Sea Ranch Emergency Message System and InfoAlert email system
If you do not want to receive these notifications, check here:
 Do Not send Emergency Message System notifications Do Not send InfoAlert email notifications

Please present a copy of Rental Lease to the Association office or have the Property Owner sign this contact form.
 Copy of Lease presented to The Sea Ranch Association

OR

TSR Property Owner Signature **Print TSR Property Owner Name** **Date**

Long Term Renter Signature **Print Long Term Renter Name** **Date**

Please return to The Sea Ranch Association Office. Please contact us if you have any questions on the above.

<u>Mailing Address</u> The Sea Ranch Association PO Box 16 The Sea Ranch, CA 95497-0016	<u>Association Office Location</u> 975 Annapolis Office <u>Office Hours:</u> Tuesday – Saturday 8:30am-5:00pm	<u>Telephone Number:</u> 707 785-2444 <u>Fax Number</u> 707 785-3555	<u>Email Address:</u> info@tsra.org <u>Website:</u> www.tsra.org
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For Office Use : <input type="checkbox"/>	Lease presented <input type="checkbox"/>	TOPS <input type="checkbox"/>	Info <input type="checkbox"/>	Email to Depts <input type="checkbox"/>
Initial when done <input type="checkbox"/>	Member Signed <input type="checkbox"/>	Notes added <input type="checkbox"/>	Alerts <input type="checkbox"/>	Emer. Prep. to Sec <input type="checkbox"/>



Long Term Renter: EMERGENCY PREPAREDNESS

The Sea Ranch has a trained Disaster Response Team ready to help you in the event of a disaster. It is sometimes difficult to obtain necessary information for individuals, so we are requesting that you provide the following information so we may help you. The information will be used only in the event it is necessary to assist you or your family in the time of need. It will be shared with the Disaster Preparedness Division Leader in your area. If you have previously completed this information, please update your records with us if necessary.

Renter: First Name _____ Last Name _____

Renter: First Name _____ Last Name _____

TSR Home Address _____ UBL# _____

TSR Home Phone number _____

How many in the home regularly? _____ Are you Full Time? _____ Part Time? _____

Where is your Electrical Panel Located? _____ What side of house? _____

Where is your Propane tank located? _____

Do you have a generator? Yes/No _____ Is it equipped to run automatically? Yes/No _____

Are there individuals with Special Needs? Yes/No _____ If yes, please briefly describe the need.
For example - needs wheelchair or has difficulty seeing or hearing, etc.

How many pets? Dog(s)? _____ Cat(s)? _____ Other Animal(s)? _____

Do you have a skill or special ability that you would like to share with the community? Yes / No _____
If yes, what is that skill? _____

Would you like to be contacted by your Division Leader or Damage Assessor to share more information?
Yes / No _____ Phone _____ Email _____

For Emergency Preparedness Information: please contact our Emergency Manager Susie Gilley with any questions or concerns on Tuesdays and Wednesdays between the hours of 7:00 am - 3:00 pm at 707-785-2444 ext. 231 or 707-292-4573 or by email at sgilley@tsra.org. Be prepared...be safe

Please return to The Sea Ranch Association Office.

Mailing Address

The Sea Ranch Association
PO Box 16
The Sea Ranch, CA 95497-0016

Association Office Location

975 Annapolis Office
Office Hours:
Tuesday – Saturday 8:30am-5:00pm

Telephone Number:

707 785-2444
Fax Number
707 785-3555

Email Address:

info@tsra.org
Website:
www.tsra.org

For Office Use : EverBridge Division Update