

**Leewood Contact Information Update**

The Leewood Homeowners Association (LHOA) Covenants and By-Laws as well as the Property Owners' Association Act mandate that the Association send certain documents, such as annual announcement on assessments, to the homeowner of record. To do this, the Association must have accurate addresses for all homeowners.

If you decide to rent your property, please advise the Association of your new address so that we can meet the requirements of the law and our regulations.

Please fill out the information below and mail it to Leewood Homeowners Association, PO Box 1421, Springfield, VA 22151 or e-mail to Roster Maintenance.

Address of Property in Leewood \_\_\_\_\_

Owner(s) Name(s) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

New Mailing Address of Owner \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you use a property manager while your home is rented, please provide the name and address of the property manager and tell us whether you wish us to deal through the property manager or directly with you.

Address of Property Manager \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Deal with property Manager?      Yes      No

Deal directly with homeowner?      Yes      No

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_