

## **HOMEOWNER EMERGENCY INFORMATION FORM**

Occasionally a problem will occur that necessitates entering a home to correct the problem, to prevent extensive damage to your home, or your neighbor's home, while you are away, **it is important that we are able to contact you. Please remember you must update your information every time that it changes. All information will, of course, be confidential.**

Property Owner's Name \_\_\_\_\_

**KCPOA** Address \_\_\_\_\_

Owner's Mailing Address \_\_\_\_\_  
(if different)

Owner's Contact Numbers Cell: \_\_\_\_\_ Home: \_\_\_\_\_

Owner's Email Address \_\_\_\_\_

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**MY DIRECTIVE:** In case of an emergency, please contact:

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone No. Cell: \_\_\_\_\_ Home: \_\_\_\_\_

Relationship \_\_\_\_\_  
To Owner

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**If your home is rented, please complete the following:**

(ALSO INCLUDE A COPY OF CURRENT LEASE)

Name of Tenant \_\_\_\_\_

Tenant's Contact Numbers: Cell: \_\_\_\_\_ Home: \_\_\_\_\_

Tenant's Email Address: \_\_\_\_\_

Please include any additional information you feel is necessary:

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**Owner Authorization:**

Date \_\_\_\_\_ Owner \_\_\_\_\_