



THE ROTUNDA BUILDING
CONDOMINIUM ASSOCIATION, INC.

OWNER INFORMATION FORM

Owner Name: _____

Address: _____

Alternate Address (if applicable): _____

City: _____ State: _____ Zip: _____

Phone: (h) _____ (w) _____ (c) _____

Email address: _____

Emergency Contact: _____ Relationship: _____

Phone: (h) _____ (w) _____ (c) _____

If using an alternate address, is this still a residence that you reside in either full or part time? _____

If no, then who is residing in the unit? _____

Is this person a relative? _____ **If so what relation are they to you?** _____

Tenant Information
(If you are leasing your unit)

Resident Name(s): _____

Phone: (h) _____ (w) _____ (c) _____

Start and End Dates of Lease: _____

Email address: _____

(Please be sure to forward a copy of the lease to The Select Group, Inc.)

If you retain the services of a leasing agent, please list the name, address and phone number of the agent:

***The information on this form is for office use only and will be held in strictest confidence.**

**Return completed form to The Select Group at the address or fax number provided below
or email to asmith@theselectgroup.us**

c/o The Select Group, Inc., 2224 Virginia Beach, Suite 201, Virginia Beach, VA 23454
(757) 486-6000 Fax: (757) 486-6988 email: jlusk@theselectgroup.us website: www.theselectgroup.us