

HOA Owner Registration Form



1. Unit Number (one form per unit is required): _____

2. Owner Contact Information:

Owner #1 Name _____

Owner #2 Name _____

Email _____

Email _____

Phone # _____

Phone # _____

Address _____

Address _____

(email is the primary form of communication for the HOA, one owner email is required per account)

3. Occupancy Status of Unit: (select one)

Full-time owner-residents

Full-time tenants

Tenant #1 Name _____

Tenant #2 Name _____

Email _____

Email _____

Phone # _____

Phone # _____

I have provided a copy of the Lease to ASHM

I authorize ASHM to add my Tenant's email for HOA communication notices

Part-time owner-residents and part-time short-term renters (less than 30 nights)

Rental Property Management Company _____

Contact _____

Email _____

Phone # _____

I authorize my property manager to pay for and pick up parking placards in my place.

I authorize ASHM to add my property manager's email for HOA communication notices.

(a maximum of two emails are allowed on an account)

Part-time owner residents who do not rent.

4. Emergency-Access Unit Code: (as required by the CC&Rs): _____ If your lock system is hard key-based, rather than electronically coded, you must indicate such on the line by writing the word "hard key" and then drop off a key to All Seasons HOA Management.

5. Pet Registration: All pets must be registered with the HOA annually by completing the pet registration form, paying pet registration fee and obtaining identification tags. [Hidden Creek Pet Registration](#)

My pet registration is current

I need to register my pet

I do not have a pet to register

**October is the annual reset for pet registration. Initial registration is \$100.00, \$25.00 for annual renewals. Registration enforcement will be made via pet tags available at the corporate office admin@allseasonshoa.com.

Violations will be enforced. Please do not fail to properly register your pet(s).**

6. Vehicle Registration: Owners are permitted two parking placards per unit. Vehicles that are not registered through the HOA must be parked in individual units' driveways or garages. Please complete the requested information for each vehicle.

VEHICLE #1

Owner Vehicle

Tenant Vehicle

Make & Color: _____

License Plate (State and #): _____

VEHICLE #2

Owner Vehicle

Tenant Vehicle

Make & Color: _____

License Plate (State and #): _____

Please check if you rent your unit nightly, or rent a personal vehicle while staying in your unit. All owners and rental property management companies are responsible for tracking vehicle information and parking placards.

7. **Parking Placard:** Owners are allowed a maximum of 2 parking placards per unit. Please indicate the type of placards you need for your unit

2 owner placards 2 renter placards 1 owner placard, 1 renter placard

I acknowledge I am the legal unit owner of record. I have read and understand the Rules and Regulations (available on the HOA dashboard [Hidden Creek Homeowners Association](#)). I have provided ALL requested information in the line items above.

Owner Signature

Date

Print Name

Please return this form and pick up all required parking placards and pet identification tags at All Seasons HOA Management:



Email: admin@allseasonshoa.com Fax: (435) 645-9602
1794 Olympic Parkway, Ste. 200 Park City, UT 84098