

# Gardens IV of St Andrews Park @ The Plantation

## Owner Information

Managed by Argus Management of Venice, 1062 E. Venice Ave, Venice Fl 34285

Phone: 941-408-7413 – Fax: 941-408-7419 Email: melissa @ argusvenice.com

### **Current Owners:**

Use this Form to update your contact information

### **New Owners:**

Use this Form to:

- Specify the contact address for postal mailings
- Authorize correspondence by email
- Provide Emergency Contact Information
- Confirm the purchase of property and liability insurance
- Specify information to include in the Owners Directory

Once an Owner Information Form is approved, Argus will provide the Owner with a password to access the “Owner’s Section” of the website.

The Owners section contains our Owners Directory and Welcome to our Community Information. It also includes Wind Mitigation Reports, Sprinkler Certificates, Financial Records and Gardens IV Forms to use for Rental Applications, Guest Occupancy and Sale of Unit. Budget and Board meeting minutes can also be accessed.

The information provided is used **ONLY** for Association business. It is never sold or shared. Argus Management recognizes only one address for all correspondence.

## Gardens IV Owner Information

### Current Owners:

Current Owner Information Update Request: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### New Owners:

Owner Name(s) \_\_\_\_\_  
Address: \_\_\_\_\_ Unit \_\_\_\_\_  
Alternate Address \_\_\_\_\_

### Owner Name/ Phone/Email Information

Owner # 1 \_\_\_\_\_  
Owner # 2 \_\_\_\_\_

### Vehicle Information: Make/Model/Color/License Plate/State:

#1 \_\_\_\_\_  
#2 \_\_\_\_\_

Emergency Contact not living with you. Please provide name, address, phone & email.

\_\_\_\_\_

Proof of Insurance attached: Yes \_\_\_\_\_ No \_\_\_\_\_

### Communication Preferences:

1. Send Gardens IV postal correspondence to: My unit \_\_\_\_\_ OR Alternate Address \_\_\_\_\_
2. I authorize Gardens IV and its Management Company to electronically transmit statutorily permitted information to me via email.

(Please initial) YES \_\_\_\_\_ NO \_\_\_\_\_

**Owner Directory:**

Fl Statute 718.111 allows the Association to distribute a Directory containing the Owner(s) name, property address & telephone number. Owners may exclude their phone number(s) by written request. Owners may include emails.

This Directory is only available Owner section of Gardens IV website.

Owner may include one additional name in the Directory.

**Please specify the information as you want listed in the Owners Directory**

	Owner	2 <sup>nd</sup> Owner or Occupant
<b>Name:</b>	_____	_____
<b>Address:</b>	Included	Included
<b>Phone Number:</b>		
Owner may exclude their phone #.		
Include Phone Number:	YES ____ or NO ____	YES ____ or NO ____
If YES, Specify Number:	_____	_____
<b>Email:</b> Owner may include email	_____	_____

**Agreement:** I have read and agree to comply with Gardens IV Declaration of Condominium, Amendment to Declaration, Articles of Incorporation, By-laws, Restrictions of Use and Official Rules & Regulations.

Owner(s) Signature \_\_\_\_\_ Date \_\_\_\_\_