

**AUBURN WOODS OWNERS ASSOCIATION, INC.**

Managed by: Argus Management of Venice, Inc.  
1062 East Venice Ave. - Venice, FL 34285  
Office: (941) 408-7413 Fax: (941) 408-7419  
[www.argusvenice.com](http://www.argusvenice.com)

Argus Property Manager: [denise@argusvenice.com](mailto:denise@argusvenice.com)

---

## NOTICE OF DEPARTURE FORM

The notice informs Argus, and the Association Board of Directors of your planned absence and how best to contact you in an unforeseen emergency. Please fill out and mail it to the Argus office, email it to Denise Majka, our property manager, or you may deposit the form in the Argus mailbox located in our clubhouse.

**Name:** \_\_\_\_\_ **Villa #:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

- Will leave for an extended period on \_\_\_\_\_ (Date)

- My contact information will be:

\_\_\_\_\_ (Street)

\_\_\_\_\_ (City, State & Zip)

\_\_\_\_\_ (Phone numbers)

- Optional entry. While away, this person will check on the residence.

**Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

- Will return on or about: \_\_\_\_\_ (Date)

**Owner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**NOTE:** If you plan to be absent for an extended period during hurricane season (June 1 to October 31), please place items such as furniture, hoses, lawn ornaments, flags, flowerpots, etc. inside your residence to avoid personal or property damage to your or neighbor's property.