

Investment Owners Check List

- ☐ Lease Letter to Owner Investors
- ☐ Lease Tenant #1 Information
- ☐ Lease Tenant #2 Information
- ☐ Lease Tenant #1 Rules of Conduct
- ☐ Lease Tenant #2 Rules of Conduct
- ☐ Lease- Application for Approval of Lease
- ☐ Enabling Declaration of The Oaks Condominiums
- ☐ By-Laws of The Oaks Condominiums
- ☐ Current Annual Budget
- ☐ Board Policies
- ☐ Owners Rules of Conduct
- ☐ Farmers Insurance Declaration
- ☐ Floor Plan
- ☐ Site Plan

The above documents can be found on our website: theoaks.managebuilding.com

I acknowledge that I have received the above documents. Failure to read and understand these documents will not relieve me from responsibility for policy violations.

Please contact Dannie Simons if you have questions: 830-265-4880 or P.O. Box 8664, Horseshoe Bay, Texas 78657

Oaks Unit _____ Date _____ Signature _____

Contact Information: Name (printed) _____

Emergency contact phone number(s) _____

Mailing Address _____

Street

City & State

State

Email address _____

Respectfully,

Dannie Simons

Business Coordinator - Tele#: 830-265-4880 email: theoakscondos.hsb@gmail.com