

CENTURY VIEW PROPERTY OWNERS ASSOCIATION

PRIVATE AND CONFIDENTIAL:
CVPOA DATABASE INFORMATION FORM

All Members of the CVPOA are responsible as per the CVPOA Constitution for ensuring the correct and full details required below and the return of this document to the Managing Agent [**PROPERTY CAFÉ @ CENTURY CITY**]:
Email isabel@propcafe.co.za or facsimile: 021 551 9589.

Details of Property Owner (to be completed by all members, whether resident in Century View or not)

Erf Number		Century View Address					
Full Name			Surname				
Name of Spouse/Partner			Children (+ Ages)	1	2	3	4
Name of Company, Trust or CC (only if applicable)							
Tel Number (Home) <small>** Required for intercom access</small>			Tel (Work)				
Cellphone Number			Email Address				
Preferred Postal Address (full details)							
Make of Vehicle 1		Reg Number		Access Card Number			
Make of Vehicle 2		Reg Number		Access Card Number			
Make of Vehicle 3		Reg Number		Access Card Number			
Make of Vehicle 4		Reg Number		Access Card Number			

GENERAL INFORMATION (if applicable, to be updated with every change) PLUS
submit the relevant REGISTRATION FORMS whenever there is a change in TENANT, DOMESTIC or GARDENER

Do you have a Domestic?	Y / N	Name		Days of Work	M	T	W	T	F	S	S
Do you have a Gardener?	Y / N	Name		Days of Work	M	T	W	T	F	S	S
Do you have a Tenant?	Y / N	Name		Lease Expiry	DD/MM/YYYY						
Tenant Home Tel Number			Tenant Work Tel								
Tenant Cellphone Number			Tenant Email								
Rental Agent Name (if applicable)			Agent Contact Details								
Do you make use of a Garden Service?	Y / N	Service Provider									
Do you have an Alarm/Monitoring Response?	Y / N	Service Provider									
Do you make use of your CV Postbox?	Y / N	Box Number									