

MILLSTONE CONDOMINIUM ASSOCIATION

New Owner Information

Unit Number _____ Building Number _____ Date _____

Name _____

Mailing Address _____

City, State and Zip Code _____

Name _____

Mailing Address _____

City, State and Zip Code _____

Contact Information:

Name _____ Phone _____ Email _____

Phone _____

Name _____ Phone _____ Email _____

Phone _____

Name _____ Phone _____ Email _____

Phone _____

Name _____ Phone _____ Email _____

Phone _____

Emergency Contact: _____ Phone _____

Name Relationship

Emergency Contact: _____ Phone _____

Name Relationship

Pets (Dog _____ , Cat _____) Limit (2) total (Submit Animal Registry Form for each)

1) Breed _____ Color _____ Weight _____

2) Breed _____ Color _____ Weight _____

Boat Dock _____ Slip _____

Boat Dock _____ Slip _____

PWC Dock _____ Slip _____

PWC Dock _____ Slip _____

Garage _____ Space _____

Garage _____ Space _____



New Owner Information

Check List

(Initial each item that applies, write NA on the ones that don't. All lines must be filled out.)

- _____ I /We have received a copies of the (1) Millstone Condominium Rules / Regulations, (2) By-Laws and understand the expectations to abide to these documents.
- _____ I / We will provide a key or code to the front door(s) of the unit and the code to the garage door opener. I understand that Sunwest must be notified of any changes.
- _____ I /We will provide a copy of current insurance policy that shows \$1,000,000 coverage on unit and \$1,000,000 on any watercraft that will be docked at the complex. We will also provide Sunwest with current copies going forward (see attached Instructions)
- _____ I / We have filled out a Pet registry and provide Sunwest with current vaccination records and understand there is a limit of no more than 2 animals and must notify Sunwest of any changes.
- _____ I / We have signed the Lease agreements for any Boat slip, PWC slips or garages we lease and understand that no modifications can be made without prior approval.
- _____ I / We have received our Restricted Parking Permit from prior owner.
- _____ I / We understand that a Fitness Center Release must be filled out before using and receiving a key.
- _____ I / We understand that we need to keep Sunwest notified of any updates to owner information.

_____ Date _____
Owner / Owners

_____ Date _____
Owner / Owners

Email, Mail or Fax To:
 Sunwest Property Management
 P.O. Box 568 Sunrise Beach, MO 65079
 Phone 573-374-3040 Fax 573-374-8475
office@sunwestatthelake.com
 or Submit Online
<https://www.millstonecondos.com/p/New-Owner-Information>