



**Property Manager Application Form**

(May 2016)

Condo Unit Number: \_\_\_\_\_

Unit owner(s) Name: \_\_\_\_\_

I/we the unit owners request that the Property Manager listed below be recognized as the Property Manager for the above apartment unit.

I/we confirm that the listed Property Manager is familiar with the bi-laws, policies and procedures at Coral Beach.

The Property Manager will be available and contactable 24 hours per day to address any and all problems or issues with the apartment or the rental in the owners' absence.

The Owner and Property Manager are aware, that the main water supply to the unit must be shut off if the unit is unoccupied for more than 24 hours. Knowing that damages will not be covered by insurance.

It is further understood and agreed that if the Property Manager is not contactable at the time of a problem or issue, that CBMC will charge and may add to my "rental registration fee" a minimum fee of \$75.00 per hour for services rendered.

\_\_\_\_\_  
**Owners Signature**

\_\_\_\_\_  
**Date**

**Property Manager information**

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

Phone number: \_\_\_\_\_  
**(Must be a 24 hours a day emergency contact phone number)**

E-mail contact: \_\_\_\_\_

The above Property Manager is recognized by CBMC (X) Yes: \_\_\_\_ No: \_\_\_\_

Board Representative: \_\_\_\_\_