

Lake Arrowhead Property Owners Association Contact Information

LAPOA uses Quick Books for our accounting needs. **If you have not done so, or if you have a change in your contact information**, please fill out this form and return it to the LAPOA Office. You can also help reduce our costs if you select to receive your LAPOA assessment bills/statements by email.

Property Owner(s) name(s) _____

Email address: _____

Select the space(es) below:

____ I would like to receive my/our LAPOA assessment bills/statements sent to this email address.*
I understand that I must keep LAPOA updated with any changes to my/our email address and billing address.

____ I would like to receive LAPOA Newsletters by email. If you do not select this box, you can find the newsletters on The LAPOA website: www.lapoa.com. The June newsletter will be sent to you by US mail as required by the LAPOA Bylaws.

In order to update our records, please complete below:

Phone number (including area code): _____ Alternate phone number: _____
Mailing/Billing address (if recently changed) _____

LAPOA property address if different than billing address (if property has been assigned an address): _____

Please Sign and date below:

LAPOA Owner's Signature: _____

Date: _____

LAPOA Owner's Signature: _____

Date: _____

LAPOA Owner's Signature: _____

Date: _____

Please return this form by email to [LAPOAoffice @ gmail.com](mailto:LAPOAoffice@gmail.com)

or

Mail to LAPOA, 7065 Arrowroot Trail A-3, Gaylord, MI 49735

***Owner is responsible for keeping a current email address with LAPOA and failure to keep an updated email address on file with LAPOA may result in a failure of the Owner to receive assessment bills and statements and may result in collection cost, late fees, and penalties being assessed against Owner. Owner's failure to receive and electronic statement shall not relieve the Owner of their obligation to pay assessments.**

Office use: Date received _____ Email address confirmation sent _____

Email address confirmation received _____