

CSE II Extended Absence Contact Information

CC&R Section 10.3 Block Captains Committee

CSEII Block Captains conduct our Neighborhood Watch tours. Water heaters leak, outside lights burn out, critters chew drip lines, and wind can do significant damage. Your Block Captain would like to be able to contact you if an emergency occurs WHEN YOU'RE NOT HOME		
<i>This information will ONLY be shared in case of an emergency and only on a "need to know" basis.</i>		
Homeowners or Residents	Names	Submission Date
HOA Address	House Number and Street	Lot Number
Contact Info	Email Address	Phone Number

Summer or Extended Absence Information

Please return this form to your block captain and keep the information current.

Destination	Address		
When	Departure	Return	Comment
Your Contact Info (If different)	Email	Phone	Comment
Home Watch Contact	Name	Phone	Company
Others with Key Access	Name	Phone	Relationship
	Name	Phone	Relationship
Other Information			

Reminders – Review this information with your Block Captain at least annually.

Don't forget to also make arrangements for:

- ✓ Yard maintenance
- ✓ Someone to watch for and change burned-out light bulbs
- ✓ Someone to periodically check to be sure drip system is working properly
- ✓ Someone to check for unexpected doorstep deliveries (UPS, FedEx, etc.)
- ✓ Forward or put a "vacation hold" on mail (US Postal Service)
- ✓ Phone, TV, Newspaper, Trash Collection, Pest Control, etc.
- ✓ Sheriff's Auxiliary Volunteers (SAV) contacted?