



The Tanoan Community Association, Inc.

9820 MURIFIELD CT. NE • ALBUQUERQUE, NM 87111 • (505) 823-2307

NOTICE OF VACATION

Date and Approx. Time of Departure: _____

Date and Approx. Time of Return: _____

RESIDENT INFORMATION:

Name: _____ Cell Phone: _____

Address: _____

Will the following be taken care of:

Lights left on? Yes No

Mail stopped? Yes No

Newspaper stopped? Yes No

NOTE: We do not pick-up mail, newspapers or accept any deliveries. Thank you for your cooperation in stopping these services.

Will anyone be visiting your home during your absence? (re: water plants, feed pets check on things)

If Yes, whom? Name: _____ Phone: _____

EMERGENCY CONTACT:

Please list the name, and phone number of the person who should be contacted in the event of an emergency at the above residence.

Name: _____ Phone: _____ Alt. Phone: _____

VEHICLE INFORMATION:

Please list any vehicles that may be left in the driveway during your absence.

Vehicle Make: _____ Model: _____ Yr.: _____ Tag# _____

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I / we request that the Tanoan Community Association Community Patrol perform a visual drive-by inspection of our residence during our absence. We will notify the Tanoan Community Relations Manager via email if the return date changes for any reason when we return at CRM@TanoanCommunityAssociation.com

I / we fully understand that the Tanoan Community Association, will not be held responsible in the event of a burglary, fire or any other damage that may occur during our absence.

Owner Signature: _____ **Date:** _____

Please return this form to the Tanoan Community Association office or it can be dropped off at the Academy gate for delivery to the Association office.