



The Vistas Homeowners Association
 1281 Terminal Way, Suite 124
 Reno, NV 89502-3247
 Phone: 775-786-0500 Fax: 775-786-0504
 Website: vistashoa.com

Owner Information Sheet

In an effort to better serve and safeguard our homeowners, please take a few minutes to complete the form below and submit it to the address, fax number, or email it to info@vistashoa.com. This detailed information that we are asking you to provide the Association helps us to expeditiously resolve matters and can assist us when we need to contact you if problems arise.

Property Address: _____

Name of Owner(s): _____

Mailing Address: _____

Street

City

State

Zip

Best Contact Number (Please complete and select at least two of the corresponding boxes with the best way to contact)

Home: _____

Cell: _____

Alternate 1: _____ **Type:** _____

Alternate 2: _____ **Type:** _____

Please indicate if an owner of the property is currently a: **Service Member** **Dependent** **Neither**

Email Address: _____
 (Please provide a single email address that will be used to contact you and/or the email used to make the online payment)

The Association currently contracts with a third-party vendor (PayLease), to offer credit and debit transactions online to pay Assessments. PayLease charges a transaction fee when using their service. Please provide an accurate and current email above. Homeowner's will need to register with PayLease to activate their account and make payments. This can be done through the PayLease link at the website listed above. Account numbers for all homeowners is the numerical house number followed by the first two letters of the street you live on (example: 1234SB). The Association staff can assist you with any questions regarding PayLease. The information you provide on this form will be used to keep Association records current.

Thank you for taking the time to complete this form.

Signature: _____ **Date:** _____