

Madera Vista Townhouses, Inc. Insurance Reminder

Name:

Address:

Date:

Just a reminder to let you know pursuant to the Madera Vista Townhouses, Inc CC&R's Article XII a copy of your Homeowner's Insurance with coverage period is now due. There are 3 ways you can provide this.

- 1) you can get the declaration page from your insurance company to Jim
- 2) you can fill out the form below, sign it then either email or mail it to an address below or drop it off at Jim's residence
- 3) you can send an email to the address below stating the coverage period of your policy. Please include your name and address and lot # if known.

Under HOA policy, if we do not receive proof of insurance within 3 months of issuance, you will be fined \$20 for each month you continue to be delinquent. This fine will be added to your annual HOA dues or will be levied against your home upon selling.

Please provide this information as soon as possible so you can prevent a possible fine.

Thanks for your attention.

Jim Crowley – Insurance coordinator
366 S Avenida de las Sabinas
Green Valley, AZ 85614

Email: MVHOA104@mail.com please add the word "INSURANCE" in the title line

Thank you for your prompt response.

Lot #

Certificate of Homeowners Insurance Coverage

I hereby certify that I have an active Homeowners Insurance Policy with the effective coverage period beginning on date: _____ and ending on date: _____.

Homeowners Signature and Date Signed