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TO: All Members of Innsbruck Townhouse Association

RE: Tenant Rental Information

FROM: Innsbruck Board of Directors

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DATE: April 26, 2006

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We need to update our Tenant information and we've enclosed the form for each landlord to complete and mail or fax back to Western States Property Services. This information is extremely important in emergency situations. The ability to contact your tenants may be the difference between a minor expense or a major expense to the Association or the landlord.

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Please take a moment and fill out the necessary form and return it as soon as possible. The Board of Directors adopted a requirement that all townhome owners that lease their townhome complete the information sheet. If you have any questions, please contact Earl Johnson at Western States.

Western States Property Services, Inc.

9145 E. Kenyon Avenue, Suite 100 • Denver, Colorado 80237 • 303-745-2220 • Fax: 303-745-3335

**Information Required From
Landlords
Regarding their Tenants**

1. Copy of the lease.
2. Names and Home, Work, & Cell Phone Numbers, and E-Mail Addresses for all adults living in the unit.
3. Copy of this document signed by the Unit Owner indicating the Owner has provided a copy of the Innsbruck Governing Documents to the tenant and explained to the Tenant that the Tenant must abide by the Association's Governing Documents as if the Tenant was a member of the Association.

(Signature of Unit Owner)	(Date)
(Printed Name of Unit Owner)	
_____, Aurora, Colorado 80014	
(Address of Unit being rented)	

(Name) Please Print	(Work Phone Number)
	(Home Phone Number)
	(Cell Phone Number)
	(E-Mail Address)

(Name) Please Print	(Work Phone Number)
	(Cell Phone Number)
	(E-Mail Address)

(Name) Please Print	(Work Phone Number)
	(Cell Phone Number)
	(E-Mail Address)