

# Xanadu Villas, HPR

## Owner Contact Information Sheet

Owners are responsible for notifying management of any changes to their contact information. Please complete and return this form immediately to:

IMC Resort Services, Inc.  
 2 Corpus Christi, Ste. #302  
 Hilton Head Island, SC 29928

**Phone:** 843-785-4775  
**Toll-free:** 877-785-4775  
**Fax:** 843-785-3901

**Website:** [www.IMCHHI.com](http://www.IMCHHI.com)

\*\*\*\*\*

Date: \_\_\_\_\_ Villa # \_\_\_\_\_

Homeowner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

### Telephone, Fax, Etc.

#### PRIMARY CONTACT

#### ALTERNATE CONTACT

**Name:** \_\_\_\_\_

**Daytime:** \_\_\_\_\_

**Evening:** \_\_\_\_\_

**Pager:** \_\_\_\_\_

**Fax:** \_\_\_\_\_

**Mobile:** \_\_\_\_\_

**Villa:** \_\_\_\_\_

**Alt Home** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Keyless Entry Code:** If you have one, please provide it. \_\_\_\_\_

*Information provided to IMC Resort Services, Inc. is kept in the strictest of confidence.*

Rental or Managing Agent: _____
Phone Number _____ Contact Name _____

Emergency Contact: _____
Phone Number (Home) _____ (Work) _____