



**KENMURE PROPERTY OWNERS ASSOCIATION**  
**10 Kenmure Drive, Flat Rock, NC 28731**  
**Phone: (828) 692-2346 Email: [kpoaoffice@gmail.com](mailto:kpoaoffice@gmail.com)**

**NEW RESIDENT INFORMATION FORM – Complete for Residences Only**

Welcome to Kenmure! Please complete and return this form to the address above. To keep you informed regarding items of interest, this information will be used only for internal Kenmure databases and communication.

Office Hours are 1 p.m. to 3 p.m. weekdays. (Shaded areas will be completed by Office staff.)

**Today's Date:** \_\_\_\_\_ **Date of Property Closing:** \_\_\_\_\_ **Lot ID:** \_\_\_\_\_

**Neighborhood:** \_\_\_\_\_ **EMC District:** \_\_\_\_\_ **KPOA Newsletter Announcement:** Yes or No

**Owner Name(s) as you would like them to appear in the Kenmure Directory include all Family Members:**

**Kenmure Street Address:** \_\_\_\_\_

**Kenmure Home Phone (No Cell):** \_\_\_\_\_

**If part-time resident, provide Non-Kenmure Address:** \_\_\_\_\_

**Non-Kenmure Residence Phone Number (No Cell):** \_\_\_\_\_

**Mailing Address for KPOA Assessments and Voting:** \_\_\_\_\_

**Cell Phone Number 1** \_\_\_\_\_ **Name 1** \_\_\_\_\_

**Cell Phone Number 2** \_\_\_\_\_ **Name 2** \_\_\_\_\_

**Email Address 1** \_\_\_\_\_ **Name 1** \_\_\_\_\_

**Email Address 2** \_\_\_\_\_ **Name 2** \_\_\_\_\_

**Emergency Contacts - Do not include spouse/partner or occupants living in your home**

**Emergency Contact 1: Name** \_\_\_\_\_ **Phone** \_\_\_\_\_ **Relation** \_\_\_\_\_

**Emergency Contact 2: Name** \_\_\_\_\_ **Phone** \_\_\_\_\_ **Relation** \_\_\_\_\_

**Emergency Contact 3: Name** \_\_\_\_\_ **Phone** \_\_\_\_\_ **Relation** \_\_\_\_\_

<b><u>New Owner</u></b>				<b><u>Former Owner</u></b>		
Breeze Entry:				Name:		
Breeze Tag – Single?	Newsletter?			Breeze: Archived?	KCC Member?	KPOA Lot?
G/H:	Autos?	BarCode?	G/H Login?	G/H:	Autos?	BarCode?
X/L:	Activated?			X/L:	Deactivated?	

**Scanned and Emailed to New Resident Group** \_\_\_\_\_