



the tanoan community east association, inc.

### Special Attention Request

I / we \_\_\_\_\_ will be out of town from  
 (date) \_\_\_\_\_ to \_\_\_\_\_. I hereby request the Tanoan  
 Community East Courtesy Patrol to drive by to perform a visual inspection from the street of  
 my home located at (address) \_\_\_\_\_  
 during this absence. I fully understand the Tanoan Community East Association Inc.,  
 HOAMCO - Homeowners Association Management Company (management company and  
 staff), and the Tanoan Community East Courtesy Patrol staff will not be held responsible if a  
 burglary, fire, vandalism, or any other mishap or accident occurs at my residence during my  
 absence. I will notify the Tanoan Community East Courtesy Patrol if my return date changes.  
 While I am away, I may be reached at the following telephone numbers:

_____	_____	_____
Cell	Cell	Other Number
Local Emergency Contact: _____		_____
Name		Home Telephone
		_____
		Cell

- Will any vehicles be left in the driveway? \_\_\_\_\_  
 Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_ Year \_\_\_\_\_
- Will anyone be left to care for your home / pets / plants during your absence?  Yes  No  
 If yes, Name \_\_\_\_\_ Telephone \_\_\_\_\_
- Will any lights be left on inside your home?  Yes  No  
 If so, where? \_\_\_\_\_
- Have you stopped all deliveries? (newspaper, mail, etc.)  Yes  No

_____	_____
Resident Signature	Date

*Return this form to the Courtesy Patrol staff at the Country Club gatehouse  
 (give to a staff member – do not leave in the drop box)*