



Property Management Agreement

This form is typically used for homes that have a property management company for the home or if someone in the household is NOT listed on the deed but needs to have decision making access.

Deed Holders name: _____

Address: _____

Phone Number: _____ Email: _____

I would like to receive communication via: Email ☐ US Postal Mail ☐
(chose one only)

Please list the email address(s) or one mailing address to receive all communication (Choose one type of communication)

Please list the name of the person and/or management company you wish to give access to your account:

Please check the items you would like to allow the above person(s) to be able to make decisions concerning:

_____ Complete Clubhouse Card request forms on my behalf for a new or replacement card.

_____ Complete Clubhouse Rental Applications for the resident to be able to have an event.

_____ Discuss Account Information.

_____ Request a change in how and to whom statements are mailed.

_____ Request a onetime waive of a late fee or violation.

_____ Full Access to all information. (may act on my behalf regarding all information or decisions for my account)

Signature of Deed Holder: _____ Date: _____

(Electronic signatures are not accepted unless DocuSign)

Return form via:

Email: admin@ecoastalmgt.com -OR- Mail: 2702 Whatley Ave Suite A-3 Savannah Ga 31404