

FOXES PROPERTY MANAGEMENT

Foxes Property Management Limited
6 Poole Hill
Bournemouth
BH2 5PS

Email: info@foxespropertymanagement.com

Owner Details

If you are the new owner of the property, then please complete the details below and return to Foxes Property Management Limited. Upon receipt we will update our records accordingly. Please note that the name on the account can only be changed once a **Notice of Transfer** has been received/confirmed by your Solicitor.

Contact Details:

Name(s) of Owners: 1.....

Mr/Mrs/Miss/Ms 2.....
(please delete
as appropriate)

Name of Block

Flat No.

Contact Details:

Correspondence address (if different from above).....

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Telephone No. 1. Home..... Mobile

2. Home..... Mobile

If you prefer to receive correspondence by email please indicate below :

I wish to receive correspondence by email : Yes..... No.....

Email: 1.....
2.....

Keyholder's Name

Telephone No. Home Mobile.....

Occupiers Details:
If you let your Flat, please complete the details below.

Name(s) of Occupier(s) 1.....
2.....
3.....
4.....

Telephone Nos: Home..... Mobile.....
Home..... Mobile.....

Letting Agent's Name:

Letting Agent's Address

Telephone No.....

Email Address :

Occupiers Details:

If there is any other information you may wish to give us then please detail below:

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Thank you for completing this form – please return to **Foxes Property Management Ltd** at the address shown or via email. Foxes Property Management Ltd store your data in accordance with the General Data Protection Regulations (GDPR) 2018. Once you transfer your property to another party, you are entitled to request us to remove and destroy your data, which we will do so upon request. Please sign below confirming you are in agreement:-

Signed Dated.....