

GUESTS STAYING IN OWNER'S ABSENCE

REGISTRATION FORM

Updated 2024

HIGHLANDS FALLS COMMUNITY ASSOCIATION

91 Falls Drive West
Highlands, NC 28741
828-526-2203

FAX 828-526-9751

GATEHOUSE 828-526-4161

Email: Jennifer@highlandsfallsca.com or
Jay@highlandsfallsca.com

Visit our website www.highlandsfallsca.com
(Click on "Guest tab")

*This form is requested for all GUESTS staying in the
owner's absence in Highlands Falls
(Family excluded).*

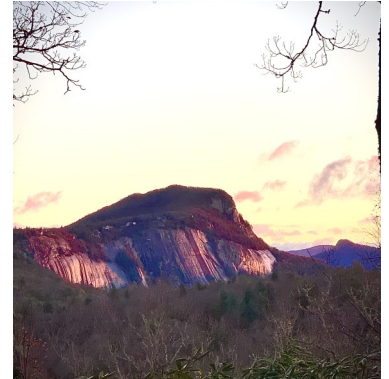


Photo Courtesy of Kay Deckman-
Highlands Falls Homeowner.

**TO BE COMPLETED BY PROPERTY OWNER
OR AGENT:**

PLEASE ADD YOUR GUESTS' NAMES INTO THE GATE SENTRY SYSTEM PRIOR TO THEIR ARRIVAL. PLEASE CALL WITH ANY QUESTIONS. Security: 828-526-4161

Homeowner's Name: _____

Highlands Falls Property Address :

Owner or Agent's Contact Number:

Name of Guests (include Guests with separate vehicles)

Dates of occupancy:

Authorized By:

Date

TO BE COMPLETED BY GUEST :

Name: _____

Address: _____

Telephone: _____

Email Address : _____

Arrival date and approximate time: _____

Departure date and approximate time: _____

Contact in case of emergency:

PLEASE GIVE THIS INFORMATION TO SECURITY WHEN YOU ARRIVE.

YOU WILL ALSO BE GIVEN A ONE-SIDED INFORMATIONAL SHEET

Enjoy your Stay!