

LEISURE VILLAGE EAST ASSOCIATION, INC.

Administration Building
(732) 477-7900

One Dumbarton Drive
Fax (732) 477-7921

Lakewood, NJ 08701

RESIDENT VACATION NOTIFICATION

DATE _____

UNIT _____

IF YOU ARE LEAVING THE VILLAGE FOR MORE THAN A FEW
CONSECUTIVE WEEKS PLEASE COMPLETE THIS FORM.

**FOR MAILING PURPOSES, PLEASE CALL THE ADMIN OFFICE UPON
RETURN TO LEISURE VILLAGE EAST.**

Name: _____

Will be away from & returning dates: _____

Address while on vacation: _____

Phone # while on vacation: _____

Name, address and phone number of neighbor or relative with key to
premises while away:

Print Owner/Resident's Name: _____

Owner/Resident's Signature: _____

Notes:

***This form can be emailed to Heather F. at hfernica@lvenj.com or
handed in at the Administration office. If there are any questions, please
call Heather F. at 732-477-7900 ext. 105.