

Neighborhood Association / Homeowner Association (HOA) Contact/Update Form

1. Complete Contact Information

Please submit contact information for designated persons that are willing to be the primary point-of-contact and secondary-point-of-contact representing your neighborhood association/HOA. This could be your president, secretary, treasurer, etc. These representatives need to be someone that attends meetings regularly and are able to report on or distribute information at association meetings.

Neighborhood Association/HOA Name: _____

Primary Point-of-Contact Name: _____

Mailing Address: _____

Phone: _____ **Home:** _____ **Work:** _____

E-mail: _____

Secondary Point-of-Contact Name: _____

Phone: _____ **Home:** _____

E-mail: _____

Election Month: _____

Meeting Time and Place: _____

WIN (Wichita Independent Neighborhoods) member? **Yes** **No**

Boundaries: _____

(Please submit a map of your neighborhood association/HOA boundaries, if possible, & describe the boundaries above.)

2. Submit Form

Please submit this form to Merary Trevino once you have elected your officers. **It is extremely important to continuously update the City of Wichita with any changes to this contact information.**

Merary Trevino
Colvin Neighborhood Resource Center
2820 S Roosevelt
Wichita, Kansas 67210

Phone: 316-303-8028
Fax: 316- 858-7908
E-mail: mtrevino@wichita.gov

How will this information be used?

Your primary neighborhood association/HOA contact information will be included in a database that is used for distributing information that may affect your area. For example, if a new development is being considered in your neighborhood and notification is necessary, then your contact may be notified. The Metropolitan Area Planning Department also uses the database to send a quarterly newsletter called "Metro Planning News," to each neighborhood association/HOA, which may contain information about a planning project in or near your neighborhood.