



Laguna Woods Village®

Cancellation of Occupancy Status Resident ID Card(s) Returned or Not Returned

Manor number _____

The undersigned hereby provides this notification to the Golden Rain Foundation of Laguna Woods (GRF) that the following persons are no longer authorized occupants of the manor referenced above. Authorization for occupancy is hereby revoked upon the signature date.

Occupant name(s)	ID number(s)	ID Card Returned
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No

The fee per nonreturned ID card is \$125, per Resolution 90-24-25. Please indicate the reason for nonreturn:

- ID card lost (nonreturn fee will apply)
- ID card stolen (nonreturn fee will not apply if police report is presented)
- ID card taken by co-occupant and not returned (nonreturn fee will apply)

To avoid the \$125 nonreturn fee per ID card, drop ID card(s) with Community Center Leasing Office staff during business hours (8 a.m. – 5 p.m. M – F).

The undersigned shall indemnify and hold GRF, the mutual and managing agent harmless from all claims, liability, loss, damage, attorney’s fees and expenses of every kind arising out of any unauthorized use of said identification card.

Member name	Member signature	Date
Member name	Member signature	Date
Co-occupant name	Signature	Date
Co-occupant name	Signature	Date

Return this form: Drop off at the Community Center at 24351 El Toro Road, Laguna Woods, CA 92637; mail it to P.O. Box 2220, Laguna Hills, CA 92654-2220, Attention: Salina Kuresa; or email it to salina.kuresa@vmsinc.org.

Call 949-268-2393 with questions.