

Kendrick Property Management

PO Box 3220, Amherst MA 01004
Bus. (413) 253-0285 Fax. (413) 253-2383
kpm@kendrickmanagement.com

Payment of Condo Fees:

Condominium Fees are due the first of each month. Options for payments are:
Payments made payable to: Silk Mill Condominium Trust

1. Check & Mail or use your Bank's Online bill pay service:
Silk Mill Condominium Trust
c/o Kendrick Property Management
PO Box 3220
Amherst, MA 01004
2. Check & hand deliver to our office or drop in our secured drop box 24/7.
Silk Mill Condominium Trust
c/o Kendrick Property Management
2 Bay Road, Suite 100
Hadley, MA 01035

Maintenance:

Our maintenance staff is on-call 24 hours to handle all your emergency needs.

Please contact the main office during normal business hours at 413-253-0285, 8:30am to 4:30pm Monday through Friday. Or email us your request at kpm@kendrickmanagement.com

Emergency requests after 5:00pm and weekends, please call 413-585-1285 to reach a live agent.

Silk Mill Condominiums

c/o Kendrick Property Management /PO Box 3220 Amherst, MA 01004 / 413-253-0285 / 413-253-2383 Fax

Please fill out and return to Kendrick Property Management

RESIDENT REGISTRATION FORM / INFORMATION FACT SHEET

Unit Number _____

Owner's Name(s) _____

List All Occupant(s) _____

Owner's Mailing Address _____

Owner's Home Phone _____ Work # _____ Mobile # _____

Owner's Email Address _____

Owner's Emergency Contact Person and Telephone Number _____

Monthly Invoice: Not Needed _____ Mail _____ Email _____

TENANT INFORMATION [if applicable, provide a copy of the lease along with this form]

Tenant's Name(s) _____

Tenant's Home Phone _____ Work # _____ Mobile # _____

Tenants's Email Address _____

PET INFORMATION [for owner-occupants or tenants]

Cat _____ Breed _____ Color _____ lbs. _____

Dog* _____ Breed _____ Color _____ lbs. _____ Town Reg. # _____

***Dogs are not allowed at the Condominium unless they are Service Animals. Please review Rules and Regulations. Copies of license and rabies certificate, as well as documentation of necessity must be provided.**

VEHICLE INFORMATION [for owner-occupants or tenants]

1. Vehicle Model _____ Make _____ Year _____

Color _____ Plate # _____ State _____

2. Vehicle Model _____ Make _____ Year _____

Color _____ Plate # _____ State _____