

Town of North Topsail Beach



Property Manager Re-entry Pass Application

North Topsail Beach Property Address

House Number and Street \_\_\_\_\_

Property Owner Information

Last, First or Entity Name \_\_\_\_\_

Permanent Mailing Address

Street/PO Box \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone Number(s)

Home \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_

Email Address \_\_\_\_\_

For Office Use Only

\*\*\*There is a \$25.00 fee for a replacement pass.\*\*\*

Pass Numbers \_\_\_\_\_ Receipt Number \_\_\_\_\_

Replacement Passes? Yes No Amount Collected \$ Check Cash

Property Owner's Appointment of a Property Manager

I, \_\_\_\_\_ appoint \_\_\_\_\_

(Property Owner Printed Name)

(Property Manager Name)

Of \_\_\_\_\_

(Property Management Company Name)

(Property Manager Phone Number)

To assess my North Topsail Beach property located at \_\_\_\_\_

(North Topsail Beach Property Address)

Property Owner Signature

Date

I certify that \_\_\_\_\_ appeared before me this day acknowledging to me that they signed the foregoing document.

\_\_\_\_\_  
Date

\_\_\_\_\_  
My commission expires: \_\_\_\_\_, Notary Public

Mail notarized and complete form to:  
Town of North Topsail Beach Attn: Permit Specialist  
2008 Loggerhead Ct, North Topsail Beach, NC 28460