



**OPEN HOUSE Registration Form**

**Today's Date:** \_\_\_\_\_ **Date of Open House:** \_\_\_\_\_

**Name of Agent:** \_\_\_\_\_ **Company:** \_\_\_\_\_

**Location(s) of Open House:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Time of Open House:** \_\_\_\_\_

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Open House Registration Forms must be received no later than 72 hours before the scheduled open house and should be emailed to: ES Administrator Steve Camino at [scamino@thevillagecastlepines.com](mailto:scamino@thevillagecastlepines.com)

Open Houses may be held on each Sunday of each month (unless it falls on a national holiday) between the hours of 11:00am to 4:00pm. There is no limit to the number of Open Houses that may be scheduled on a given Sunday and no limit to the number of times an Open House may be scheduled for an individual property.

The listing Broker or homeowner may identify the house by placing an approved Open House sign on the property on the day of the Open House only. Directional signs are prohibited. Douglas County also prohibits any signs outside the Village.

Gate Officers will provide visitors with a map of the Village identifying the addresses of registered homes.