



## Request for Amenity Key Card Access

*\*All assessments and fees must be current to receive an amenity key card\**

### **IMPORTANT!!!**

***Each homeowner will receive ONLY one amenity key card per household. All resale properties must retrieve amenity key card from the previous owner of the property, or you may purchase a replacement/additional key card for \$25.00 each. If you want to PURCHASE more than one key card, please submit a separate form***

Name: \_\_\_\_\_  
Last First

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Alternate Address for Mailing: \_\_\_\_\_

Card Access Number: \_\_\_\_\_

Is this for a tenant? \_\_\_\_\_ \* Tenant's Name: \_\_\_\_\_

*If you are the tenant, please have the owner of the home or the management company make the request on your behalf*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Lease Start/End Date: \_\_\_\_\_

### **CONSENT:**

**BY INITIANLING YOU HAVE CONSENTED AND AGREED TO HAVING THE REPLACEMENT FEE OF \$25.00 CHARGED TO YOUR ACCOUNT IF THIS IS NOT THE FIRST AMENITY KEY CARD ISSUED TO THIS HOUSEHOLD. THIS FEE WILL NEED TO BE PAID TO THE HOA WITHIN 10 DAYS OF THE CHARGE DATE. You may pay for this fee via your online HOA account. (If you purchased your home from the builder, and this is your initial amenity key card, you will not be charged but will still need to check the box for consent.)**

Homeowner Initial: \_\_\_\_\_

***\*Management has ten (10) business days to review and process your request. To submit an inquiry regarding the status of your pool key, please submit a web submission through your community website under the "Contact Us" tab.***