

LEGACY GROVE HOA

Facilities Access Pick Up Form

Contact Information

Name: _____
Address: _____
Phone: _____
Email Address: _____

I understand and acknowledge the following:

1. **Keys** are used by owners, immediate family and other members only. A homeowner who is renting his/ her property to others may provide his/her **key** and associated access to the renter with the same use restrictions as above, but ultimate responsibility and liability associated with the use of the **key** remains with the homeowner. Homeowner's to whom the **key** is assigned will be liable for any damages incurred during the **key's use**. Initial _____
2. Non-payment of fees, assessments, fines or failure to comply with rules and regulations **revokes the use of the facilities** and will result in loss of privileges. Initial _____
3. Use of facilities is at the owner's risk and the homeowner's association will assume no liability. Initial _____
4. I certify that I am the rightful/legal owner of the address listed above. Initial _____
5. The **keys** are being purchased and any money collected for the purchase of the cards is non-refundable (payment is **not** a deposit). Sale of the property is not an automatic transfer of the **key** to the new owner. Hughes Properties should be notified immediately of sale of home with the new homeowner's name in order to correctly annotate information. Until this is done, homeowner is liable for all activity with the **key**. Initial _____
6. Lost or stolen **keys** need to be reported immediately to Hughes Properties.
7. Defective keys may be replaced at no cost **ONLY IF THEY ARE RETURNED TO HUGHES PROPERTIES** so they may be properly disposed. Initial _____
8. To replace a lost or stolen **key**, a fee of \$25.00 will be assessed. Initial _____

Owner Signature: _____

Date: _____

FOR OFFICE USE ONLY:

Subdivision **LEGACY GROVE**

Key Issue

Date

Amount Paid

Replacement

Key (Y/N)

