

Amenity Registration Form

Owner *Renter Update only

*If you are renting or leasing this property, this form needs to be signed by both homeowner and renter. A copy of the lease agreement must accompany the renters form.

Type of request: Pool Keycard, Access Code, or Lake Boat Pass
Account must be current in order to receive access

Name of Homeowner _____

(If leased property put actual Homeowners name)

Physical address _____

Homeowners Address _____

(If different from above address)

Phone Number _____

(In case of questions regarding information on form)

E-mail Address _____

Name of each resident _____ **Date of birth** _____

(Only people living in the residence)

(If under 18 years of age)

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____

The amenity area is property of _____ Association.

If I lost the keycard, access code or boat pass I agree to pay a \$35.00 service fee to Creekwood Station before a new request will be issued. Additionally, I agree to abide by all published and/or posted amenity area rules and understand that I am also responsible for the behavior of each person residing with me, as well as our guests. I understand that failure to abide by these rules or submitting false information could result in suspension of amenity area privileges.

Homeowners Signature _____ **Date** _____

Residents Signature (If different from homeowner) _____ **Date** _____

Indicate how you want the request delivered and where:

How _____ Where _____

*Once this form is properly completed and mailed, please allow seven to ten days for processing. For questions on your keycard, please email mypool@myhoainfo.com. Please mail completed application to 235 Corporate Center Drive, Box 5, Stockbridge, GA 30281 or fax to 404-963-0623. Payment is required with this application if a new key card is to be issued.

This portion to be filled out by Homeowners Management, LLC

Access code or Keycard # _____ Date issued: _____ Issued by: _____
Date _____ sent by email, mail, fax, other _____