

Dear Park Village Homeowner:

If your property is currently being rented to tenants and you wish for them to have access to the pool, you will need to provide the Board, in writing, the authority to issue keys to that renter.

These keys are the responsibility of the homeowner. The homeowner will be responsible for any pool damage incurred or any erroneous behavior exhibited by the renter.

Please keep in mind that if you become behind on your homeowner's dues or fail to pay any assessed fines, the Board will deactivate your key access.

In addition, if your renter does not return the key(s)fob to you (the homeowner) at the end of their rental period, it is the homeowner's responsibility to purchase a new key(s) fob for any subsequent tenant(s). Each homeowner is allowed 2 key fobs per household. The first key fob is \$10.00 this will apply to new homeowners only. (A second key fob can be purchased for \$25.00). Any lost key fobs must be purchased for \$25.00. Any lost key fob(s) will be deactivated.

You may pick up your pool key(s) fob at the office of RS Fincher & Co. in Apex, at 315 S. Salem St., Suite 500. The office hours are: Monday-Thursday 8:00am-5:00pm and Friday 8:00am-12:30pm. If you have any questions or need directions please call the office at (919)362-1460.

If you wish for your tenants to have access, please complete and return the form below to: RS Fincher Management Company, PO Box 1117 Apex, NC 27502. Once the form is on file, the renter will be able to pick up their keys from RS Fincher.

Homeowner's Name: _____

Homeowner's Address: _____

Park Village
Address: _____

Name of Tenants: _____

Tenant Phone Number: _____

I, _____, authorize the Park Village Board and RS Fincher to provide the above listed tenants with key access to the pool and tennis courts.

Signature: _____ Date: _____

Park Village Pool Registration Form

Homeowners Name: _____

Address: _____

Phone #: _____ Cell _____

Medical Concerns

Please list all Adults and children residing at the above address below:

Name (first and last)

Age (for kids)

Key Fob # _____ (\$10.00 charge) new homeowners only

Key Fob # _____ (\$25.00 charge for second key regardless of a new homeowner or not)

Replacement cost for lost keys fobs is \$25.00. Any lost fobs will be deactivated.

I, _____ Homeowner of the above listed property have received the key fob necessary to obtain entry at the pool at Park Village, the Pool Safety Rules and Guidelines documents. I understand that the key fob will be activated only when I am current with my association dues and will be deactivated if I am found to be delinquent on any funds to the Park Village Homeowner's Association.

Signature

Date