

ANCHORAGE HOMEOWNER'S ASSOCIATION

KEY FOB RECEIPT & AGREEMENT FORM

Resident Information

Name: _____
Property Address: _____
Phone Number: _____
Email Address: _____
Status: ☐ Owner / ☐ Renter (If renter, lease expiration date: _____)

Landlord / Property Owner Authorization (Required if resident is a renter)

Owner Name: _____
Owner Phone: _____
Owner Email: _____

By signing below, the property owner authorizes the HOA to issue the listed key fob(s) to the tenant named above. The owner assumes ultimate financial responsibility for any lost or unreturned fobs,

Owner Signature: _____ Date: / / 2026

Fob Serial Number(s): _____

Authorized Access: ☐ Swimming Pool Area / ☐ Clubhouse Facilities

Date Issued: ____ / ____ / 2026

Deposit & Fees

Terms and Conditions

Property Ownership: ONE keyfob is issued free of charge to each property and remains the property of the HOA. Fobs must be returned immediately upon selling the property or terminating a lease agreement.

Transfer Restrictions: Fobs are issued exclusively to the resident listed above. Loaning, sharing, or transferring fobs to non-residents or unauthorized guests is strictly prohibited.

Duplication: Key fobs are encrypted electronic access devices and cannot be duplicated.

Loss Theft or Additional Fobs: Lost or stolen fobs must be reported to the HOA management immediately so the device can be deactivated. replacement fobs, a NON REFUNDABLE fee of **\$200.00** will apply. *Additional fobs upon request at a deposit of \$200.00*

Rules Compliance: Use of the pool and clubhouse is subject to all posted community guidelines, hours of operation, and HOA bylaws. The HOA reserves the right to deactivate this Fob if the resident violates these rules or is delinquent on HOA dues.

Signatures and Acknowledgment

By signing below, the resident acknowledges receipt of the listed key fob(s) and agrees to abide by all the terms, conditions, and rules outlined in this agreement.

Resident Signature: _____ Date: / / 2026

HOA Representative Signature: _____ Date: / / 2026