Oakwood Villas
1430 Sheafe Ave, NE
Palm Bay, FL 32905
321-726-2673

Amenity Key Request

Building: _____ Unit: _____ Date: _____/_____/_____

Name: _____

Contact Number: _____ Email: _____

Type of Request:

Pool Cards:

☐ **Pool Card ($20.00 Refundable Deposit)**

☐ **2 Pool Cards ($25.00 - $20 that is Refundable)**

☐ **Replacement Card - $10 Each**

Tennis Keys

☐ **Tennis Court Key ($20.00 Refundable Deposit)**

(Form must be brought to the office with payment (cash, Money Order or check) – Copy of tenant lease must be on file for verification of residency)

I certify that I am an owner or tenant requesting a card / key for amenities and am in good standing with the Association. Failure to remain in good standing will result in the key card for pool being suspended or the tennis court key will need to be returned after 90 days of losing good standing until status is returned. (This includes tenants of owners who are not in good standing).

I (my guests or tenants) will abide that receiving and signing for this key, I (they) will follow the rules that are posted. Not doing so may result is my suspension from any and all amenities for a time period determined by Management and/or the BOD President at their discretion.

Upon returning the key(s) or cards *(both pool cards must be returned if you receive two)* I will receive back the $20.00 deposit ($15 if only one of two cards is returned) in the form of a check within two (2) weeks. Cards that are not in working order when returned or are broken will not be refunded.

If you are an owner and have a tenant, you relinquish all privileges to the tenants for amenity use.

_____ _____

Owner / Tenant Date OVPOA Representative Date

Office Use Only

Pool Card Activation Number: _____ **#2** _____

Tennis Court Key Number: _____ **Activation / Entry Date:**_____