

Shepherds Pond Homeowners' Association
5665 Atlanta Hwy
Suite 103 PMB 339
Alpharetta, GA 30004



Voicemail: 678-624-9747

SHEPHERDS POND HOA POOL ACCESS KEY CARD AGREEMENT page 1 of 2

The undersigned *homeowner* acknowledges receipt of one Access Control Card as recorded below for use at Shepherds Pond pool area. The undersigned further acknowledges that there is a charge to the *homeowner* of \$50.00 per card should the card need to be replaced due to loss or damage.

Access Control Cards are assigned to each home within the Community. In the event that the *homeowner* sells his/her home, the *homeowner* is asked to provide the Access Card to the new *homeowner(s)*. A \$10.00 card transfer fee is assessed with the closing letter.

The undersigned *homeowner* acknowledges, understands and agrees to adhere to the Shepherds Pond HOA Amenities Rules. (Refer to the Shepherds Pond HOA Amenities Rules for further details.)

Only *homeowners* whose assessments are paid in full and have not violated any of the Shepherds Pond HOA Amenities Rules are eligible to use the amenities areas of the association.

RENTALS - If the undersigned *homeowner* is renting their Shepherds Pond property to a third party, the undersigned *homeowner* is held responsible for their tenant's usage of the Shepherds Pond HOA Amenities.

The Shepherds Pond HOA Board of Directors reserves the right to suspend or revoke the amenity privileges of any *homeowner* who violates any of the Shepherds Pond HOA Amenities Rules.

Activation can take up to 2 weeks from receipt of a fully completed form.

Please complete the information on page two, sign and return the form to the address above or place in the Shepherds Pond Locked Mailbox located at the pool.

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**SHEPHERDS POND HOA
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page 2 of 2**

Date of Request _____

***Date Access Card Assigned** _____

***Assigned Access Card #** _____

Property Owner Name(s) _____

Property Address _____

Property Owner Phone Number _____ Cell _____ Work _____

Property Owner Email _____

Tenant Name(s) if Applicable _____

Tenant Phone _____ Tenant Email _____

***Date Mailed** _____ ***Picked Up** _____ ***Completed By** _____

I have read, understand, and agree to comply with the terms/conditions on page 1 of 2

Signature: _____

Date: _____

*** will be completed by the HOA**