

Hanover Cove Homeowners Association, Inc.
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POOL KEY RELEASE FOR TENANT TO BE SIGNED BY OWNER

Date: _____

Owner Name: _____

Property Address: _____

Offsite Mailing Address for Owner: _____

Tenant Name: _____

Release Pool Key To: _____

_____ (owner to initial) I assume all liability for my tenant=s actions while on Association property.

_____ (owner to initial) I have read and reviewed the pool rules book, and have either given or will give my tenant a copy of the pool rules book for them to abide by.

_____ (owner to initial) I am aware that only one key is issued per household.

_____ (owner to initial) I am aware that the first key issued is free and if the key is lost or stolen there will be a **\$20.00** replacement charge for the key that must be paid when the key is picked up. This fee is applicable under any and all circumstances should the key need to be replaced. The previous card key will be deactivated at this time.

_____ (owner to initial) I have read and signed the pool waiver/release form.

We will keep the above letter from you on file for record, and should a re-key become necessary in the future, we will refer to it, however please keep in mind that each year the **owner** must fill out a new waiver/release of liability as well as a **tenant form each year**. Keys will be deactivated by AMS should the account fall delinquent. Delinquent accounts are those that are not paid in full within thirty (30) days of the due dates (January 1st, April 1st, July 1st and October 1st). Reactivation fee is **\$15.00 per occurrence**, and is non-refundable and non-billable. ***There will be no further notice for delinquent accounts whose cards are deactivated and fees are applied.***

*****A new form is required to be filled out each year, by the owner.***