

LEGACY SOUTHWEST PROPERTY MANAGEMENT, LLC

NEW POOL/ACCESS CARD REQUEST FORM

- Only **ONE** card per household is issued directly to the Property Owner
- Fee for a replacement card is \$25 without any exception.
- Pool privileges will be suspended if HOA account is not current

Community Name: _____

Property Owner's Name: _____
Last First M

Property Address: _____

Phone Number: _____ Email: _____

Owner's Mailing Address: (if different from above or write "Same as above")

Street Address City State Zip

Will this key be used by a renter of your home? Yes _____ No _____

If so below please provide us with the name(s) and contact number for the tenant.

The property Owner is responsible for actions of tenants.

Renters Name: _____
Last First M

Phone Number: _____ Email: _____

By signing below, I have read, understand, and agree to abide by the published pool rules for the Homeowners Association. I understand that any violation to the rules may result in the suspension of use of the pool.

Signature of Property Owner _____ Date _____

Signature of tenant _____ Date _____

Pool/Access Key Card#: _____ Issued Date: _____

Complete form thoroughly and send it to:
Legacy Southwest Property Management, LLC
8668 John Hickman Pkwy., Ste. 801
Frisco, TX 75034
Or email to poolkeys@legacysouthwestpm.com

*Keys are processed Monday–Friday during regular business hours. Please allow up to 10 business days for key activation and delivery.