

Southgate Pool Access Request Form

Applicant Information

Name: _____ Southgate Address: _____

Phone: _____ Email: _____

☐ I am the Homeowner ☐ I am a Tenant (lease documentation required – see below)

Do you currently have a Southgate Pool Access Card ☐ Yes ☐ No

If yes, how many cards do you currently have? _____

Number of Cards Requested

The Association provides each property with one (1) complimentary pool access card. Each property may have a **maximum** of two (2) access cards at any given time. The first card is issued at no cost. A second card is available for a fee of \$10.00. Any replacement cards, regardless of reason, will also be issued at a cost of \$10.00 per card.

Please check how many cards you are requesting:

☐ One (1) Card ☐ Two (2) Cards

*** If requesting a second or replacement card, payment will be required upon delivery. ***

☐ Add to my RealManage HOA account ☐ Pay in cash upon delivery (signed receipt required)

Tenant Requirements

Pool Access Cards will only be issued to verified Southgate homeowners or approved residents.

If you are a tenant requesting a pool card, you must provide one of the following:

☐ A signed copy of your lease agreement

☐ A signed letter from the homeowner granting permission to obtain a pool access card

*** Applications will not be processed without required documentation. ***

Acknowledgment of Pool Rules

A copy of the Pool Rules will be included with your new access card.

Please review these rules carefully. Pool use is monitored. A breach of pool rules may result in a monetary fine and/or suspension of pool access privileges

Signature: _____ Date: _____

Please return this completed form to: Southgate.Pool@gmail.com