



## Key Card Access Request Form for Park Road CDD Amenities

- **Full Name:** \_\_\_\_\_
  - **Home Address:** \_\_\_\_\_
  - **Lot Number:** \_\_\_\_\_
  - **Phone Number:** \_\_\_\_\_
  - **Email Address:** \_\_\_\_\_
  
  - **Requested Access Duration:**
    - Permanent
    - Temporary – Lease Duration (Start Date: \_\_\_\_\_ / End Date: \_\_\_\_\_)
  - **Preferred Key Card Pickup Time:**
    - Date: \_\_\_\_\_
    - Time: \_\_\_\_\_

Oakmont office hours. Monday – Friday 9 am -12 pm/1 pm – 5 pm

Please bring your picture ID & Closing Title paperwork or Lease
  - **Additional Notes or Special Requests:**
- 

### Approval & Authorization

- **CDD Manager Name:** \_\_\_\_\_
- **Approval Status:**  Approved  Denied
- **Reason (if denied):** \_\_\_\_\_
- **Authorized By (Signature):** \_\_\_\_\_
- **Date:** \_\_\_\_\_



**BERMAN**

### **Key Card Issuance Details**

- **Card Number:** \_\_\_\_\_
- **Issued On:** \_\_\_\_\_
- **Expiration Date (if applicable):** \_\_\_\_\_

### **Agreement & Acknowledgment**

By signing below, I acknowledge that I have received a key card for the amenities access areas. I agree to abide by all Parker Road CDD rules regarding its use and understand that misuse may result in revocation of access. If the card is lost or stolen, I will notify the CDD immediately.

**Applicant Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

### **Submission Instructions:**

Please complete this form and submit it via email to the CDD Amenity manager at:  
acmcgowan@bermancorp.com