

Rules for Card Distribution and Activation

- Only one card per unit – either the owner or the approved tenant may use the card but not both.
- To receive your access card, unit owners must submit a WRITTEN request and send a copy of a photo id which matches the unit owner's name. Please use contact info at the bottom of this page to send your request via email, fax or U.S. mail. The card will be programmed and mailed to the address of record for that unit.
- Unit owners who are delinquent in paying their HOA dues will not be issued an access card until the dues and /or assessments are paid in full. Unit owners who become 30 days in arrears will have their card disabled until the assessments are brought current.
- Unit owners are responsible to provide the access card to their tenants and may do so through their property manager or by requesting in writing that the card be given to their **approved tenant**.
- Unit owners must report lost or damaged access cards by written notice. A replacement card will cost \$50.
- The pool area is open ONLY FROM DAWN TO DUSK (as per Orange County Regulations).
- The Clubhouse hours are 5am-11pm.
- Clubhouse Hours for approved Group Reservations are: weekdays until 10pm and weekends until 11pm

Send all written requests with copy of photo id of unit owner and payment to:

Ramona Leccese

Attwood-Phillips/The Continental Group Inc.

385 Douglas Avenue Ste. 3000

Altamonte Springs, FL 32714

(407) 854-3443

(407) 852-2879 Fax