

**Heritage Greens Community Master Association  
Key FOB/Card Request Form  
c/o Guardian Property Management  
6704 Lone Oak Blvd, Naples FL 34109**

Each home will receive one Key Fob as part of the new system installed in January 2020. Any homeowner requesting a second means of access will be issued a Key Card at Association expense and is required to fill out this form. Any homeowner requesting a 3<sup>rd</sup> or more means of access will be issued a Key Card at a cost of \$10.00 per card. Any lost Fob/Cards will be replaced by Card only at a cost of \$10.00 per card. If you are not able to pick up your Key Fob/Card(s) in person, you have the option to designate a responsible person (Authorized Representative) to pick it up for you.

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Homeowners Name (Please Print)

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Heritage Greens Property Address (Please Print)

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Homeowners Contact Phone Number and Email address (Please Print)

Option 1: I hereby request one (1) additional Key Card at Association expense. **Y or N (circle one)**

Option 2: I hereby request \_\_\_\_\_ additional Key Card(s) at my expense (\$10.00 each). **Make checks payable to Heritage Greens Community Association.**

- I will pick up my Key Card(s) at the Heritage Greens Clubhouse. **Y or N (circle one)**
  - **Email [Rivarahgcaboard@gmail.com](mailto:Rivarahgcaboard@gmail.com) to arrange pickup of Key Fob/Card**
- I need to have my Key Card(s) mailed to the following address at my expense (addtl \$10.00) **Y or N (circle one)**
  - *I understand that if the Key Card(s) are lost or not received I need to contact Guardian Property Management to have the assigned Key Fob/Card(s) turned off and will be required to purchase new Key Card(s) at my expense.*

Mail to me at: \_\_\_\_\_

Authorized Representative: \_\_\_\_\_

\_\_\_\_\_  
Homeowner Signature

\_\_\_\_\_  
Date